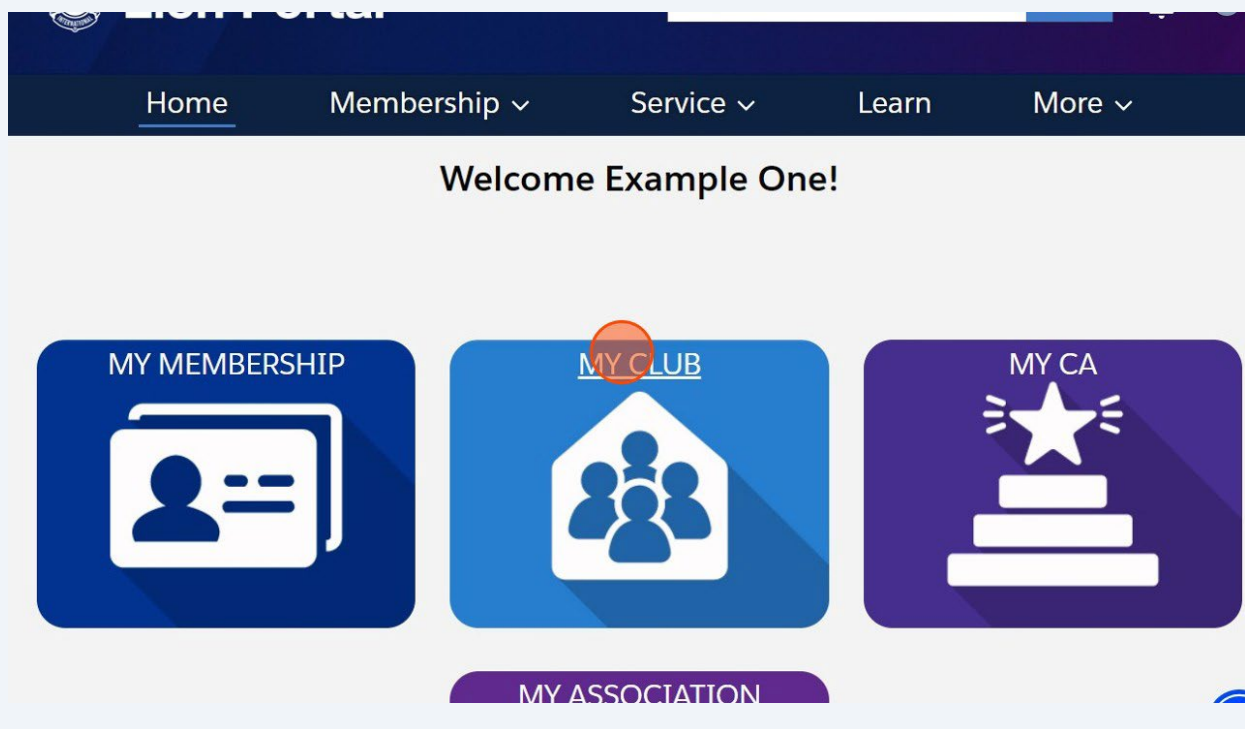


# Mitglieder-Vorgänge - Clubamtsträger anzeigen

In diesem Leitfaden wird eine einfache Methode beschrieben, wie Clubmitglieder über das Lion Portal auf Amtsträgerinformationen zugreifen können. Es werden alle notwendigen Schritte erläutert, wie man gegenwärtige, ehemalige und zukünftige Amtsträger und ihre Kontaktdaten findet, mit dem Ziel, einfach und schnell den Kontakt zwischen Mitgliedern und der Clubleitung herzustellen und die Kommunikation innerhalb der Organisation zu verbessern. Für alle, die sich mit der Clubstruktur und wichtigen Ansprechpartnern vertraut machen möchten, ist dieser Leitfaden sehr hilfreich.

**1** Im Lion Portal anmelden. [lionportal.org](https://lionportal.org)

**2** Auf „MEIN CLUB“ klicken.



 Dieser Vorgang ist allen Clubmitgliedern zugänglich.

### 3 Auf „Clubamtsträger anzeigen“ klicken.

Club Programs ⓘ

Specialty Description ⓘ

Arts and Entertainment

Charter Established Date ⓘ

7/1/2010

#### Club Details

Description

We are dedicated to the betterment of our community by serving our local needs. We support aging and youth populations right here at home.

Website

<http://e-Clubhouse.org/sites/OakBrook>

#### Address

Mailing Address

24 Any Place  
Naperville, Illinois 60565  
United States

Billing Address

24 Any Place  
Naperville, Illinois 60565  
United States

Leader

Manage Delegates

View Delegates

View Club Officers

Club Me...

Club Offic...

More

Active Members

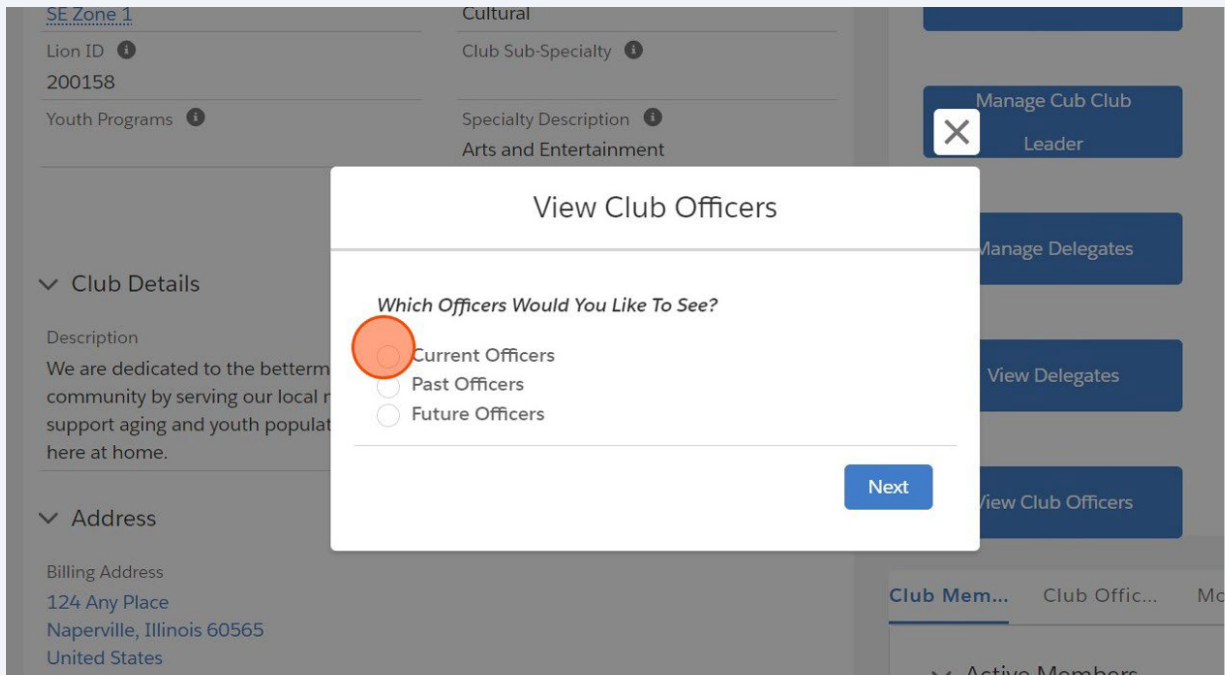
Active Members

60 of 60 items



**4** Eine der Anzeige-Optionen auswählen.  
Die Optionen sind:

- Gegenwärtige Amtsträger
- Ehemalige Amtsträger
- Zukünftige Amtsträger (kommendes Lions-Jahr)



## 5 Auf „Weiter“ klicken

View Club Officers

Which Officers Would You Like To See?

- Current Officers
- Past Officers
- Future Officers

Next

Club Details

Description

We are dedicated to the betterment of our community by serving our local residents and support aging and youth populations here at home.

Address

Billing Address  
124 Any Place  
Naperville, Illinois 60565  
United States

Shipping Address  
124 Any Place  
Naperville, Illinois 60565  
United States

Club Mem... Club Offic... More

Active Members

Active Members  
60 of 60 items

## 6 Die Clubamtsträgerliste wird angezeigt. In der Liste blättern oder suchen. Auf den Button neben dem Namen klicken.

Current Officers In My Organization

Dates and times represent CST (Central Standard Time)

8 of 8 items • 0 items selected

Search this list...

Two	ent	n.com	116	1
Exam	Club	sben1	(555	)
ple	Treasu	Jul 1...	Jun ...	1@ms 265-
Three	rer	n.com	555	5
Exam	Club	sben1	(555	)
ple	Admi	Jul 1...	Jun ...	1@ms 265-
nistrat				

Active Members

Active Members  
60 of 60 items

## 7 Auf „Weiter“ klicken.

The screenshot shows a web application interface with a modal window open. The modal contains a list of three members, each with a radio button for selection. The 'Next' button is highlighted with a red circle.

Example	Service	Join Date	Member ID
Example Five	Chairperson	Jul 1... Jun ...	zuser05@lionfak.com (630) 123-4567
Example Seven	Club First Vice President	Jul 1... Jun ...	zuser07@lionfak.com (630) 345-6789
Example Forty	Tailor	Sep ... Jun ...	zuser040@lionfak.com (630) 899-9000

Buttons: Previous, **Next**

## 8 Die Kontaktdaten der Amtsträgerin/des Amtsträgers werden angezeigt.

The screenshot shows a web application interface with a modal window open displaying contact information for a member. The modal has 'Previous' and 'Finish' buttons, with 'Finish' highlighted in blue.

Full Name	Join Date	Title	Member ID
Example Member Three	July 1, 2010	Club Treasurer 2024-03	26691553
Email	Phone	Nickname	Membership Type
Example Member Three	(555) 265-5555		Lion-Charter-Regular [Active]
Sponsor Name	Spouse		
	Companion Three		

Buttons: Previous, **Finish**

**9** Auf „Zurück“ klicken, um zur Liste der Amtsträger zurückzukehren.

The screenshot shows a modal window for a member profile. The modal contains the following information:

Full Name	Join Date	Title	Member ID
Example Member Three	July 1, 2010	Club Treasurer	26691553
2024-03			

Email	Phone	Nickname	Membershi p Type
sben11@m sn.com	(555) 265- 5555		Lion- Charter- Regular [Active]

Sponsor Name	Spouse
	Companion Three

At the bottom of the modal, there are two buttons: "Previous" (highlighted with an orange circle) and "Finish".

**10** Anklicken, um eine/n weitere/n Amtsträger/in anzuzeigen.

The screenshot shows a modal window displaying a list of officers. The modal contains the following information:

2 of 2 items • 0 items selected

Search: presi

M. v	T.. v	Star...	End ...	M. v	M. v
<input type="checkbox"/>	Exam ple Two	Club Presid ent	Jul 1... Jun ...	sben1 1@ms n.com	555 265- 442 1
<input type="checkbox"/>	Exam ple Seven	Club First Vice Presid ent	Jul 1... Jun ...	zuser0 07@li onfak e.com	(630 ) 345- 678 9

At the bottom of the modal, there are two buttons: "Previous" and "Next" (highlighted with an orange circle).

## 11 Auf „Weiter“ klicken.

2 of 2 items • 1 item selected

Q presi

	M. v	T.. v	Star...	End ...	M. v	M. v
<input type="radio"/>	Exam ple Two	Club Presid ent	Jul 1...	Jun ...	sben1 1@ms n.com	555 265- 442 1
<input checked="" type="radio"/>	Exam ple Seven	Club First Vice Presid ent	Jul 1...	Jun ...	zuser0 07@li onfak e.com	(630 ) 345- 678 9

Previous **Next**

## 12 Die Kontaktdaten werden angezeigt. Auf „Beenden“ klicken, um den Vorgang zu beenden.

Example Member Seven

July 1, 2010

Club First Vice President 2024-04

26691557

Email	Phone	Nickname	Membershi p Type
zuser007@li onfake.com	(630) 345- 6789		Lion- Charter- Regular [Active]

Sponsor Name	Spouse
	Companion Seven

Previous **Finish**

**13** Sie werden zurück zur Seite „Clubdetails“ geleitet.

**Lion Portal** Search [Search] [Bell] [User]

Home Membership ▾ Service ▾ Learn More ▾

Account Example Club For Training [Follow]

Lion ID	Type	Status	Billing Address	Active Member Count
200158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	60

Details Data Export Club Statements Club Service Activities More

Account Name Example Club For Training [Edit] Type Lions Club

Parent Account [Info] Active Member Count

Member ... Club Acti... [Manage Club Members]

**14** Auf „Home“ klicken, um zur Landing Page zurückzukehren.

**Lion Portal** Search [Search] [Bell] [User]

Home Membership ▾ Service ▾ Learn More ▾

Account Example Club For Training [Follow]

Lion ID	Type	Status	Billing Address	Active Member Count
200158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	60

Club Details Data Export Club Statements Club Service Activities More

Account Name Example Club For Training [Edit] Type Lions Club

Parent Account [Info] Active Member Count

Member ... Club Acti... [Manage Club Members]

**15** Hier endet der Kurzleitfaden „Mitglieder-Vorgänge - Clubamtsträger anzeigen“.

