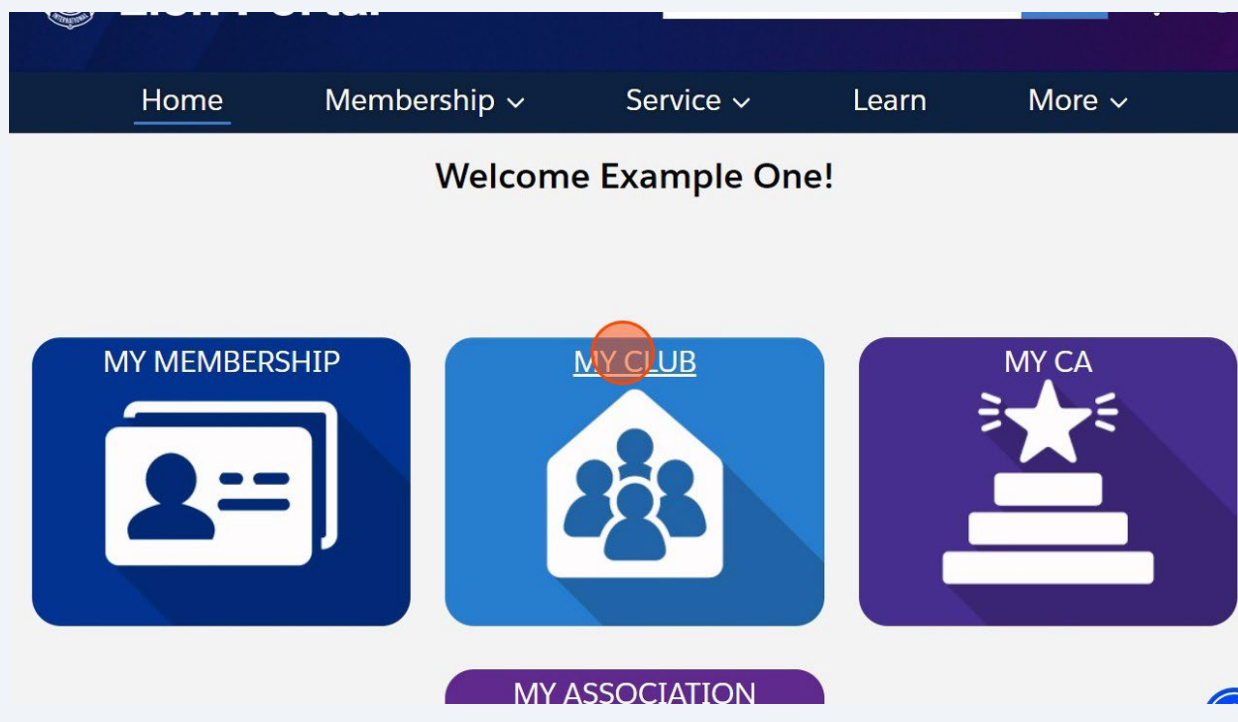


分會行動 - 取得會員卡

本指南為分會領導者提供簡化流程，幫助他們透過 **Lion Portal** 有效率地取得會員卡。透過遵循概述的步驟，使用者可以快速選擇會員，並自訂其卡片格式，確保簡易的體驗。對任何希望有效管理分會會籍並節省行政管理流程時間者而言，這是項必備的資源。

1 登入 Lion Portal（獅子會門戶網站） lionportal.org。

2 點選「我的分會」。



3 點選「分會行動」。

Home Membership Service Learn More

Account Example Club For Training + Follow

Account ID	Type	Status	Billing Address	Active Member Count
00158	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 Type Lions Club

Parent Account District 1J Active Member Count 60

Region or Zone Zone 1 Club Specialty Cultural

Account ID 00158 Club Sub-Specialty

Member ... Club Acti...

Manage Club Members

Manage Club Officers

4 點選「取得會員卡」。

Account ID	Type	Status	Billing Address	Active Member Count
00158	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 Type Lions Club

Parent Account District 1J Active Member Count 60

Region or Zone Zone 1 Club Specialty Cultural

Account ID 00158 Club Sub-Specialty

Specialty Programs Arts and Entertainment Specialty Description Arts and Entertainment

Charter Established Date 7/1/2010

Member A... Club Acti...

Get Membership Cards

Get Delegate Confirmation Letter

View Reports

5 點選此處。

Lion ID Type Status Billing Address Active Member Count

Get Membership Cards

Select Members

Newly added members may not be immediately available. Please try again later if a membership card is not available.

60 of 60 items • 0 items selected

<input type="checkbox"/> Full Name	▼	Lion ID
<input checked="" type="checkbox"/> Example Member Eight		26691558
<input type="checkbox"/> Example Member Eighteen		26691568
<input type="checkbox"/> Example Member Eleven		26691561
<input type="checkbox"/> Example Fifty-One		26691601
<input type="checkbox"/> Example Member Fifteen		26691565
<input type="checkbox"/> Example Member Fifty		26691600
<input type="checkbox"/> Example Member Fifty-Two		26691602

6 選擇會員，可以選擇多個會員。

Select Members

Newly added members may not be immediately available. Please try again later if a membership card is not available.

60 of 60 items • 3 items selected

<input type="checkbox"/> Full Name	▼	Lion ID
<input checked="" type="checkbox"/> Example Member Eight		26691558
<input checked="" type="checkbox"/> Example Member Eighteen		26691568
<input checked="" type="checkbox"/> Example Member Eleven		26691561
<input type="checkbox"/> Example Fifty-One		26691601
<input type="checkbox"/> Example Member Fifteen		26691565
<input type="checkbox"/> Example Member Fifty		26691600
<input type="checkbox"/> Example Member Fifty-Two		26691602

▼ Club Details

Description Website

We are dedicated to the betterment of our <http://e-Clubhouse.org/sites/OakBrook>


7 點選「下一步」。

<input checked="" type="checkbox"/>	Example Member Eighteen	26691568
<input checked="" type="checkbox"/>	Example Member Eleven	26691561
<input checked="" type="checkbox"/>	Example Fifty-One	26691601
<input type="checkbox"/>	Example Member Fifteen	26691565
<input type="checkbox"/>	Example Member Fifty	26691600
<input type="checkbox"/>	Example Member Fifty-Two	26691602
<input type="checkbox"/>	Example Member Five	26691555
<input type="checkbox"/>	Example Member Forty	26691590
<input type="checkbox"/>	Example Member Forty-Eight	26691598

[Next](#)

Club Details

Description	Website
are dedicated to the betterment of our	http://e-Clubhouse.org/sites/OakBrook



8 選擇所需的頁面格式。


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

Get Membership Cards

Card Options

- A4_84x54_10
- A4_84x54_8
- A4_91x55_10
- Letter_2x35_10
- Letter_2x35_8

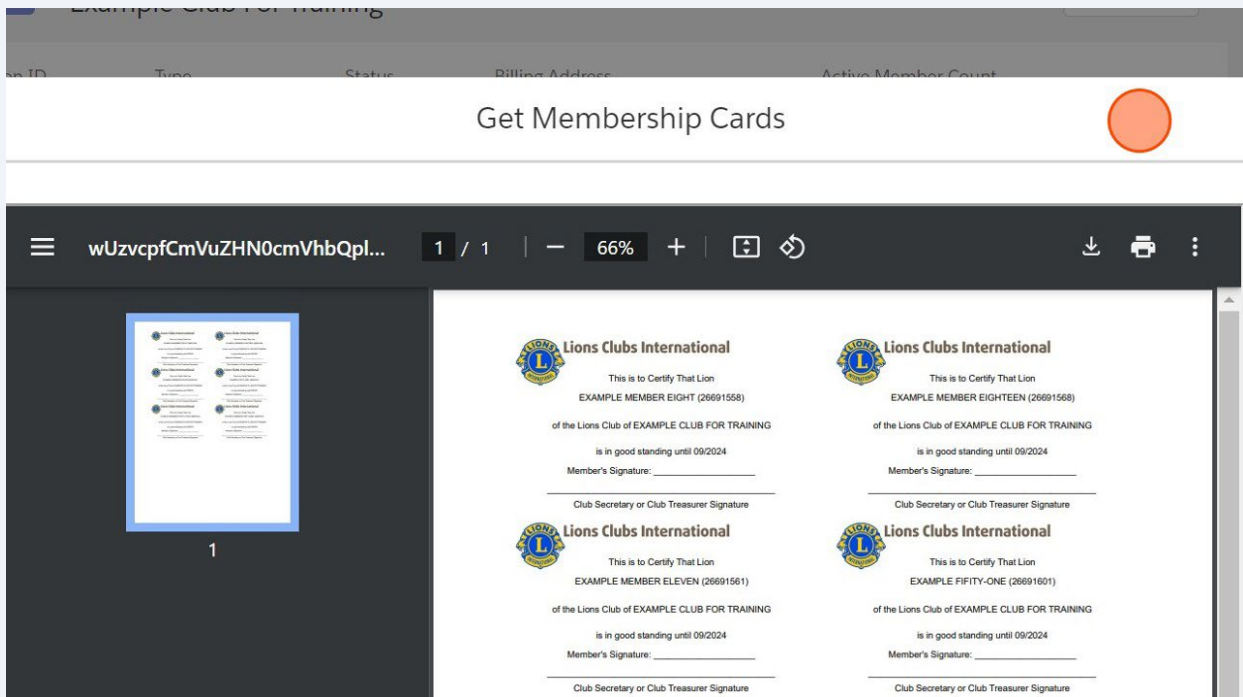
Good Standing Until

Sep 28, 2024 

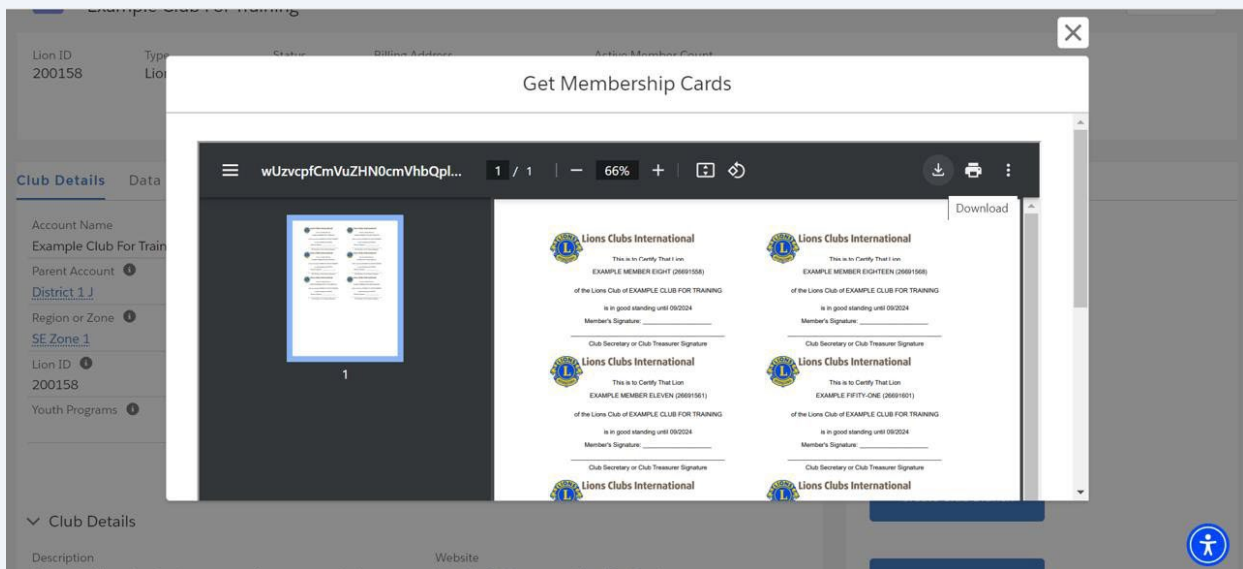
[Previous](#) [Next](#)

7/1/2010

9 將開啟一個新窗口，顯示頁面和格式。

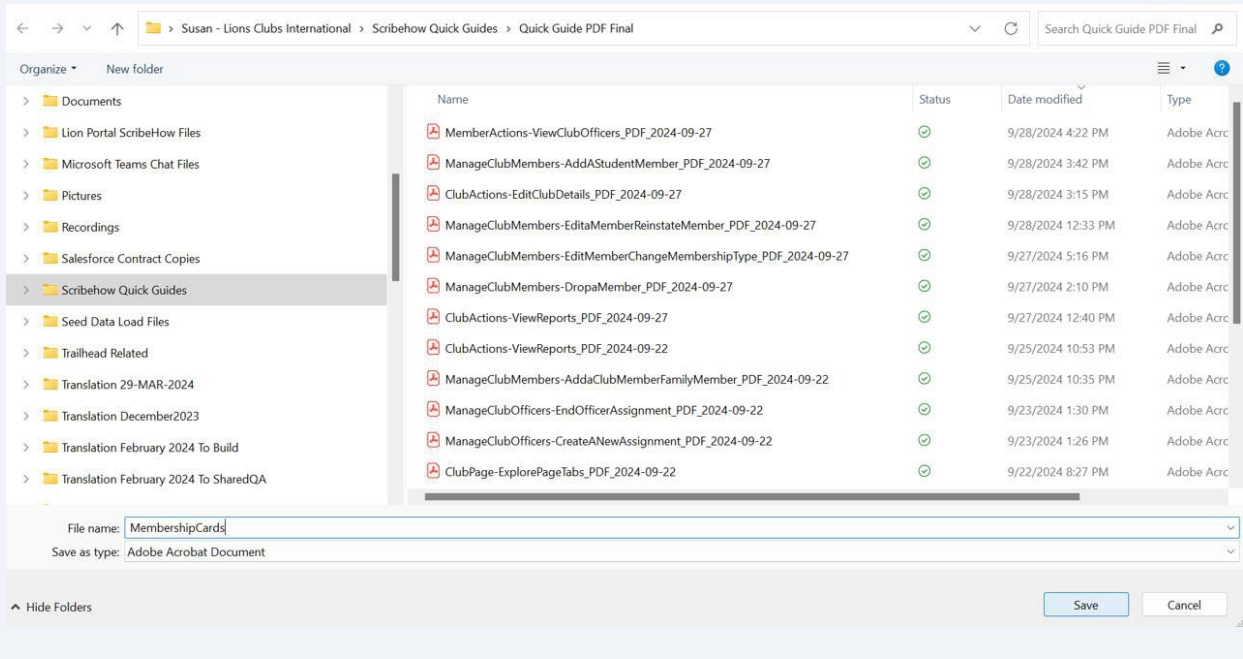


10 點選「下載」圖示，開始下載流程。



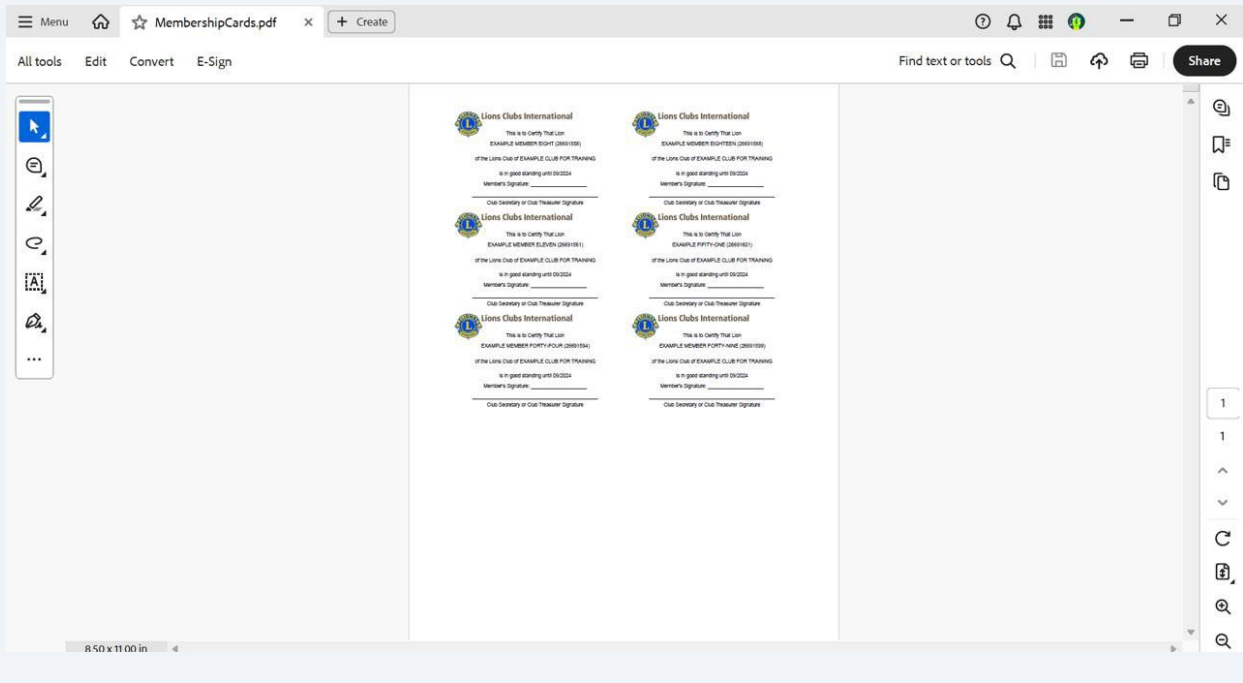
11

選擇儲存下載的位置。



12

點選下載的文件即可預覽「會員卡」。



13 關閉窗口後，您將返回「分會細節」頁面。

Account
Example Club For Training + Follow

Lion ID 200158	Type Lions Club	Status Active	Billing Address 124 Any Place Naperville, Illinois 60565 United States	Active Member Count 60
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Club Details Data Export Club Statements Club Service Activities More

Account Name Example Club For Training	Type ⓘ Lions Club
Parent Account ⓘ District 1 J	Active Member Count 60
Region or Zone ⓘ SE Zone 1	Club Specialty ⓘ Cultural
Lion ID ⓘ 200158	Club Sub-Specialty ⓘ
Youth Programs ⓘ	Specialty Description ⓘ Arts and Entertainment

Member A... **Club Acti...**

- Get Membership Cards
- Get Delegate Confirmation Letter
- View Reports

14 點選「首頁」以返回登陸頁面。

 **Lion Portal** Search  

Home Membership ▾ Service ▾ Learn More ▾

Account
Example Club For Training + Follow

Lion ID 200158	Type Lions Club	Status Active	Billing Address 124 Any Place Naperville, Illinois 60565 United States	Active Member Count 60
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Club Details Data Export Club Statements Club Service Activities More

Account Name Example Club For Training	Type ⓘ Lions Club
Parent Account ⓘ	Active Member Count

Member A... **Club Acti...**

- Get Membership Cards

15 「分會行動 - 取得會員卡」快速指南到此結束。

