

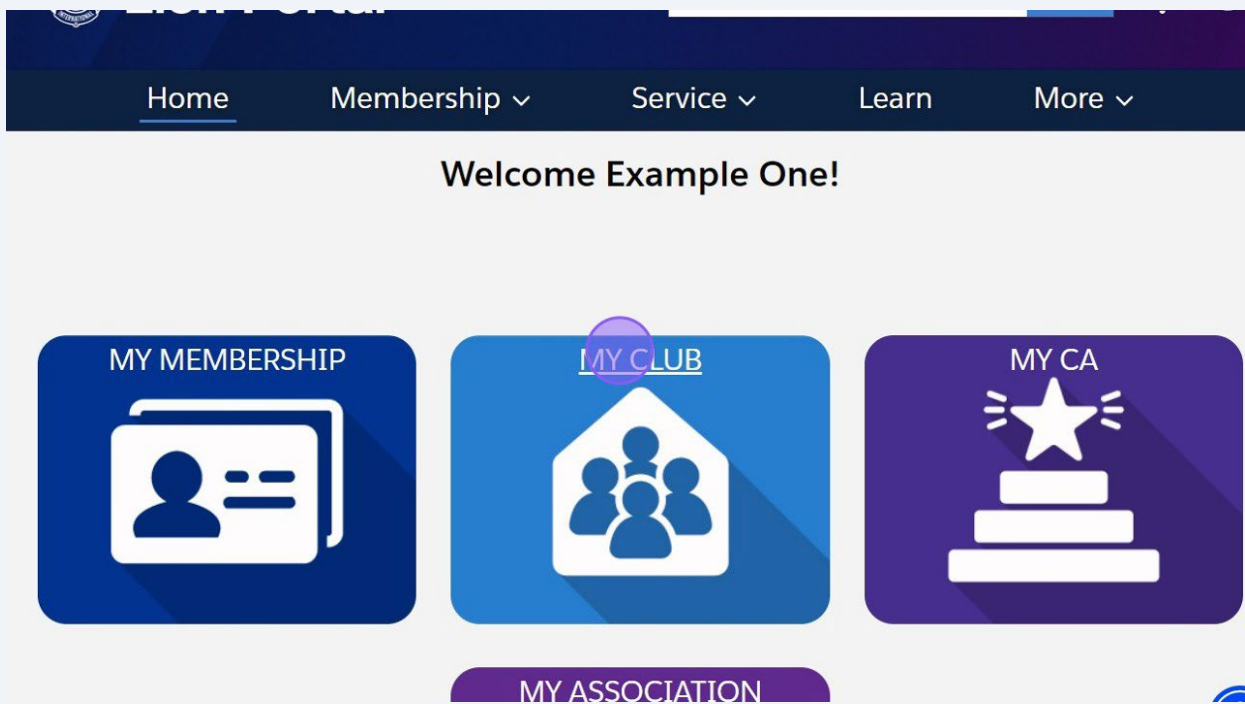
클럽 회원 관리 - 회원 유형 변경하기

Lion Portal

이 안내서는 라이온 포털에서 회원 유형을 변경하는 방법을 설명하는 클럽 관리자들을 위한 종합적인 자료입니다. 회원 유형은 대의원 산출수 및 재입 처리에 영향을 미치므로 정확히 관리해야 합니다. 이 안내서를 통해 회원 기록을 최신으로 유지하고 국제협회 규정을 준수하면서 궁극적으로는 클럽을 효율적으로 관리할 수 있습니다.

1 라이온 포털(lionportal.org)에 로그인합니다.

2 '내 클럽'을 클릭합니다.



회원 유형 변경하기

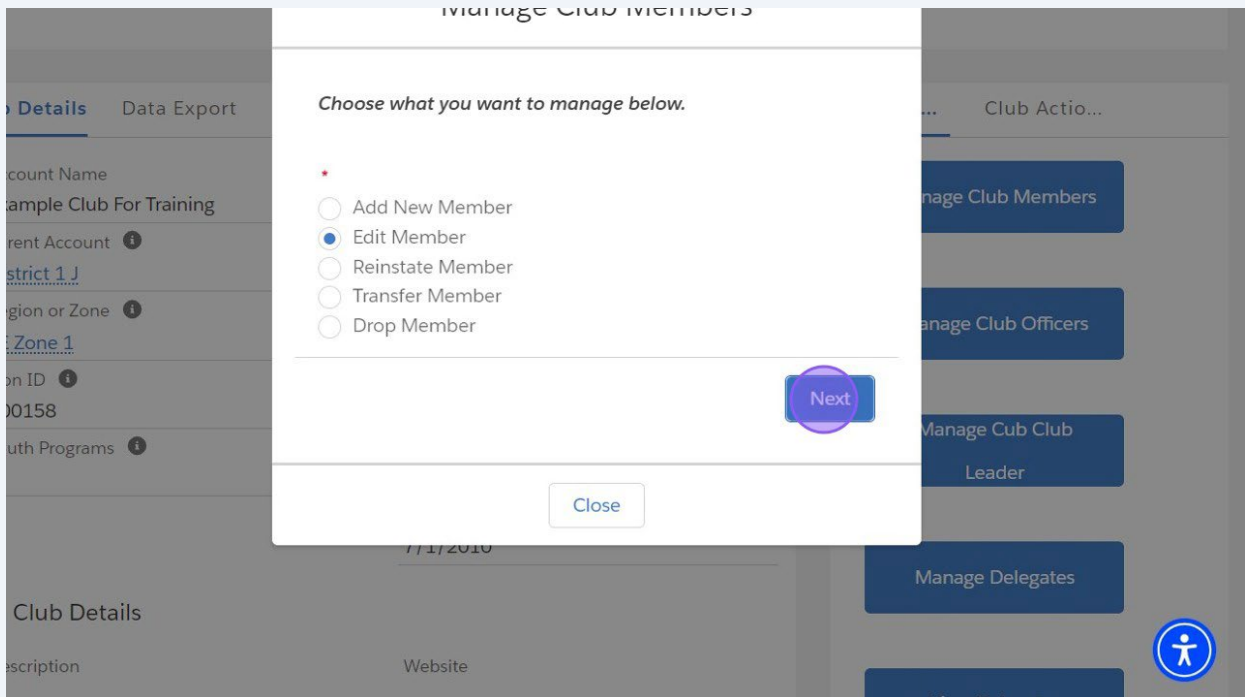
3 '클럽 회원 관리'를 클릭합니다.

The screenshot displays a club management interface. At the top, a table lists club information: Lion ID (200158), Type (Lions Club), Status (Active), Billing Address (124 Any Place, Naperville, Illinois 60565, United States), and Active Member Count (56). Below this, a 'Details' section provides further information: Account Name (Example Club For Training), Parent Account (District 1 J), Region or Zone (SE Zone 1), Lion ID (200158), and Youth Programs. On the right, a sidebar contains several management buttons: 'Manage Club Members' (highlighted with a purple circle), 'Manage Club Officers', 'Manage Club Club Leader', and 'Manage Delegates'.

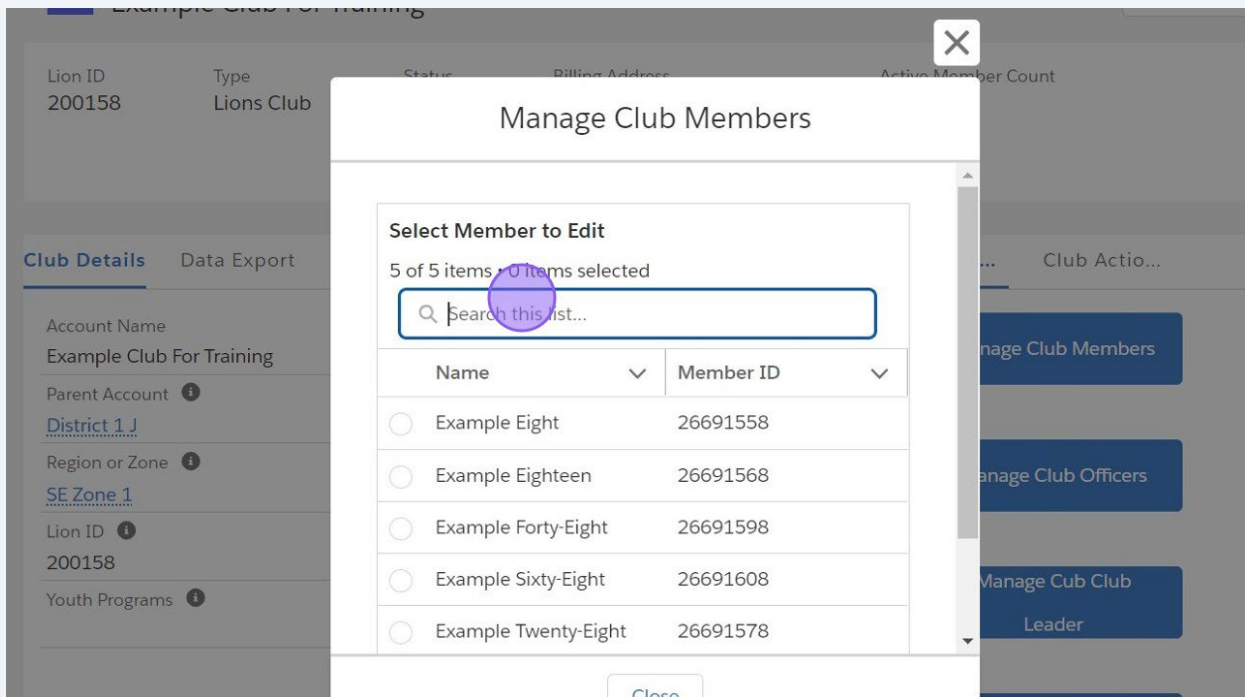
4 '회원 수정하기'를 선택합니다.

The screenshot shows a 'Manage Club Members' dialog box overlaid on the club details page. The dialog box contains the following options: 'Add New Member', 'Edit Member' (selected with a purple circle), 'Reinstate Member', 'Transfer Member', and 'Drop Member'. A 'Next' button is located at the bottom right of the dialog, and a 'Close' button is at the bottom center. The background shows the same club details as in the previous screenshot, but with a greyed-out appearance.

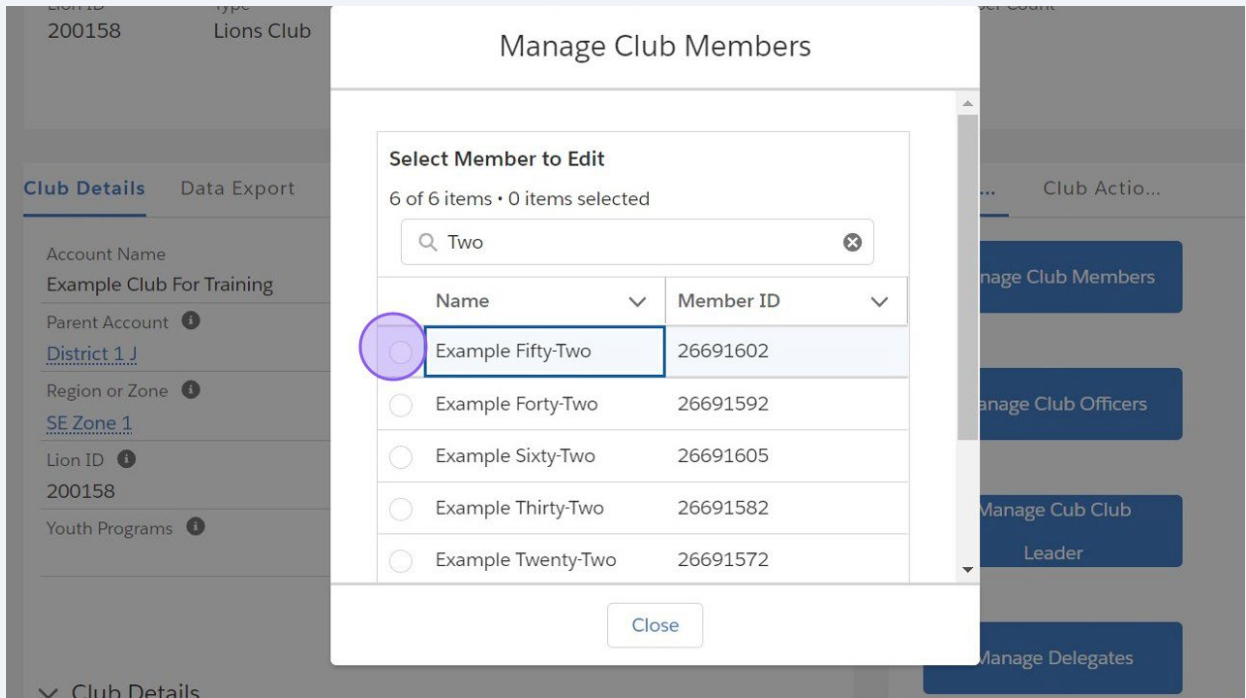
5 '다음'을 클릭합니다.



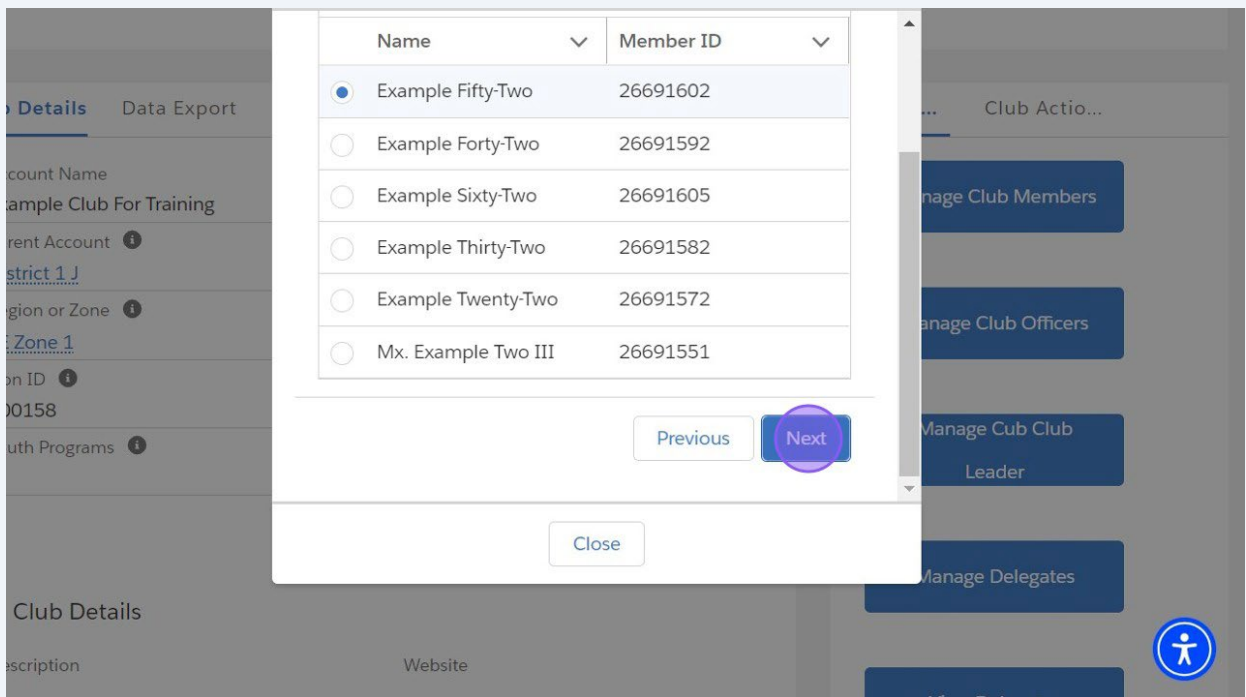
6 회원 명단을 스크롤하거나, '검색하기'를 클릭하여 회원 이름이나 회원번호의 전체 또는 일부 정보를 입력합니다.



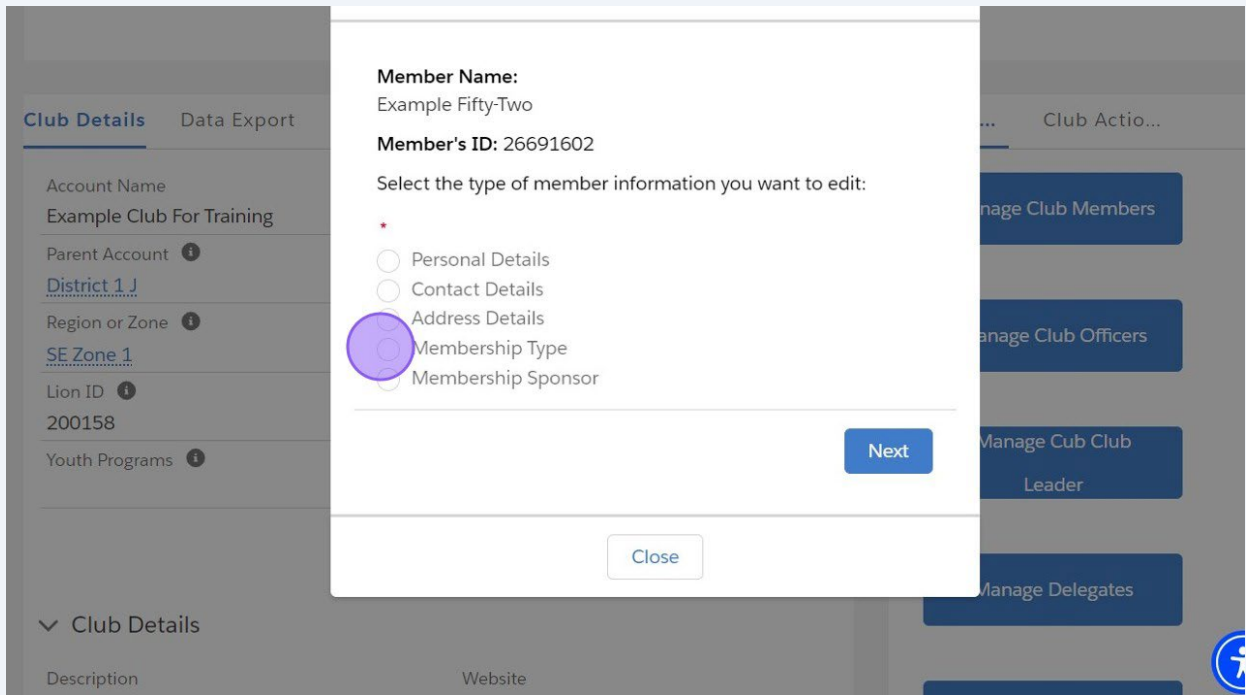
7 회원 이름을 체크합니다.



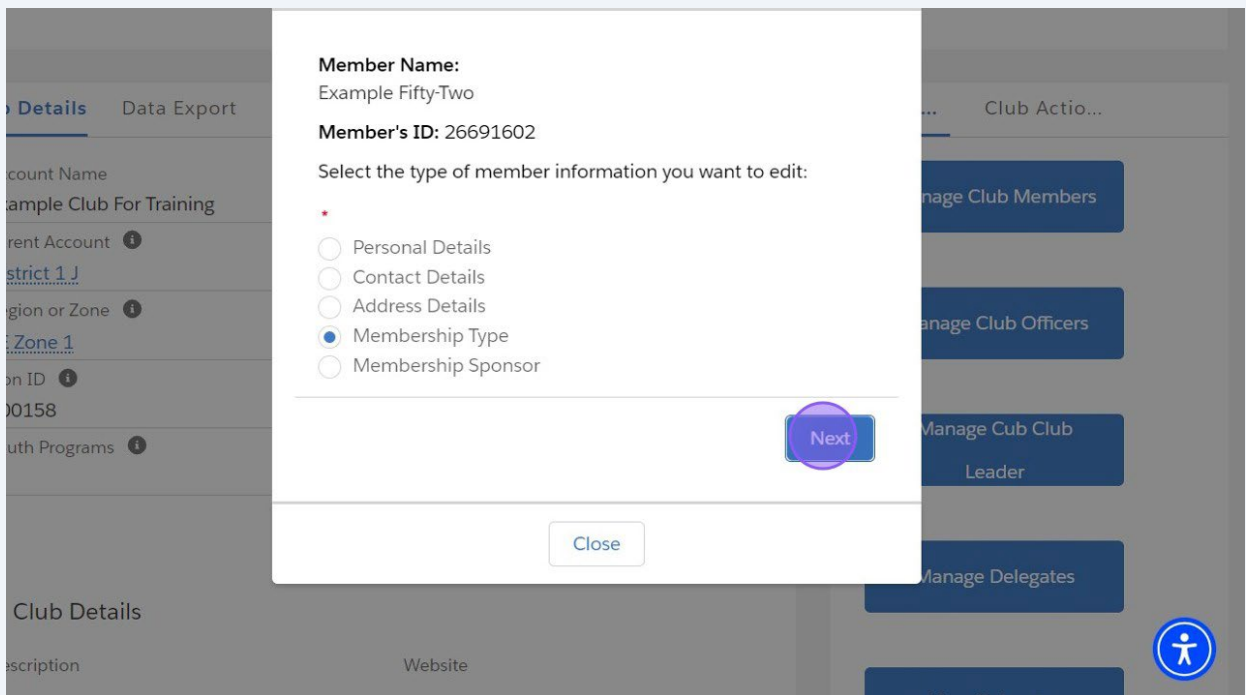
8 '다음'을 클릭합니다.



9 '회원 유형'을 체크합니다.



10 '다음'을 클릭합니다.





알림 - 이 회원의 새로운 '회원 유형'을 선택하십시오.

11 '회원 유형' 드롭다운 목록을 클릭합니다.

Manage Club Members

*Membership Type: Regular Member

*Membership Category: Active

Next

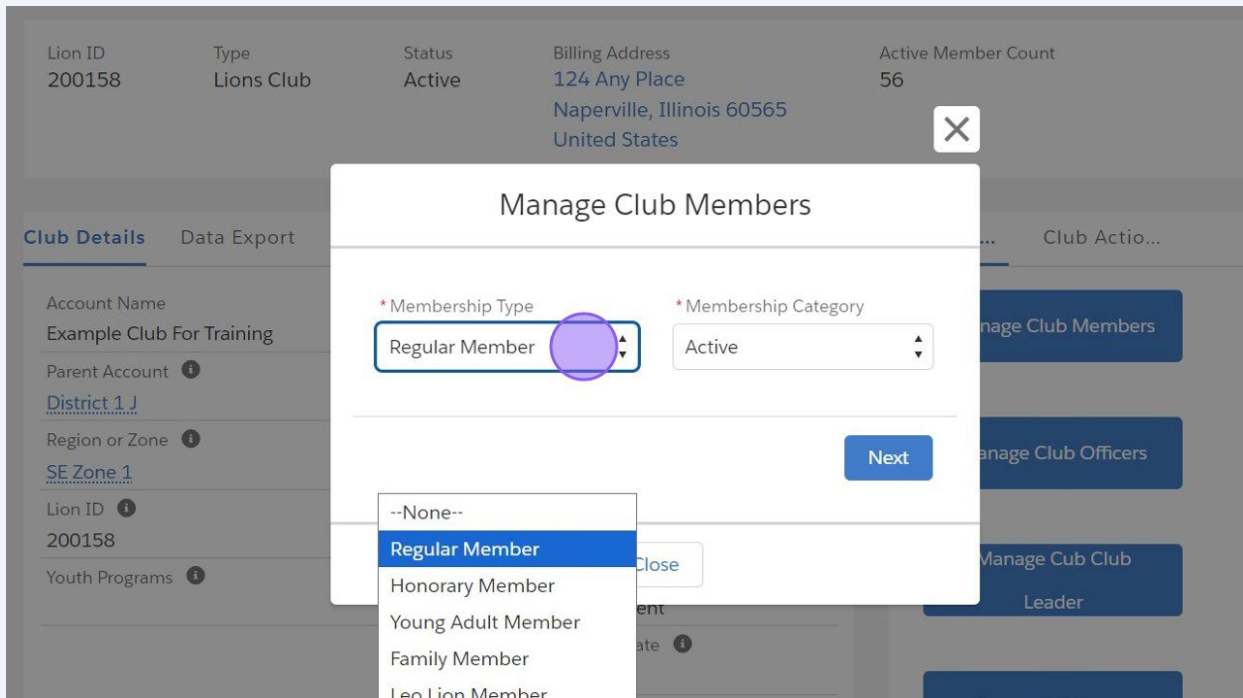
--None--
Regular Member
Honorary Member
Young Adult Member
Family Member
Lea Lion Member



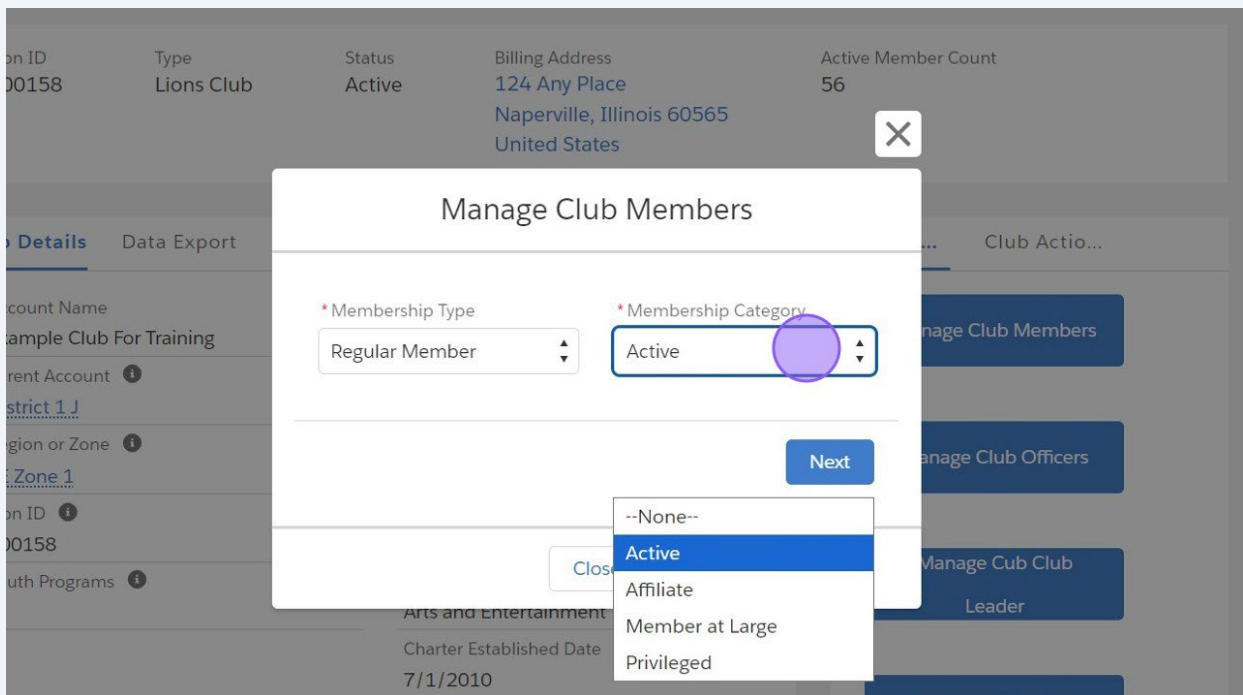
참고: 회원 유형은 다음과 같습니다.

- 정회원 (회비 전액 납부)
- 명예회원
- 청년 회원
- 가족회원
- 레오-라이온 회원
- 학생회원

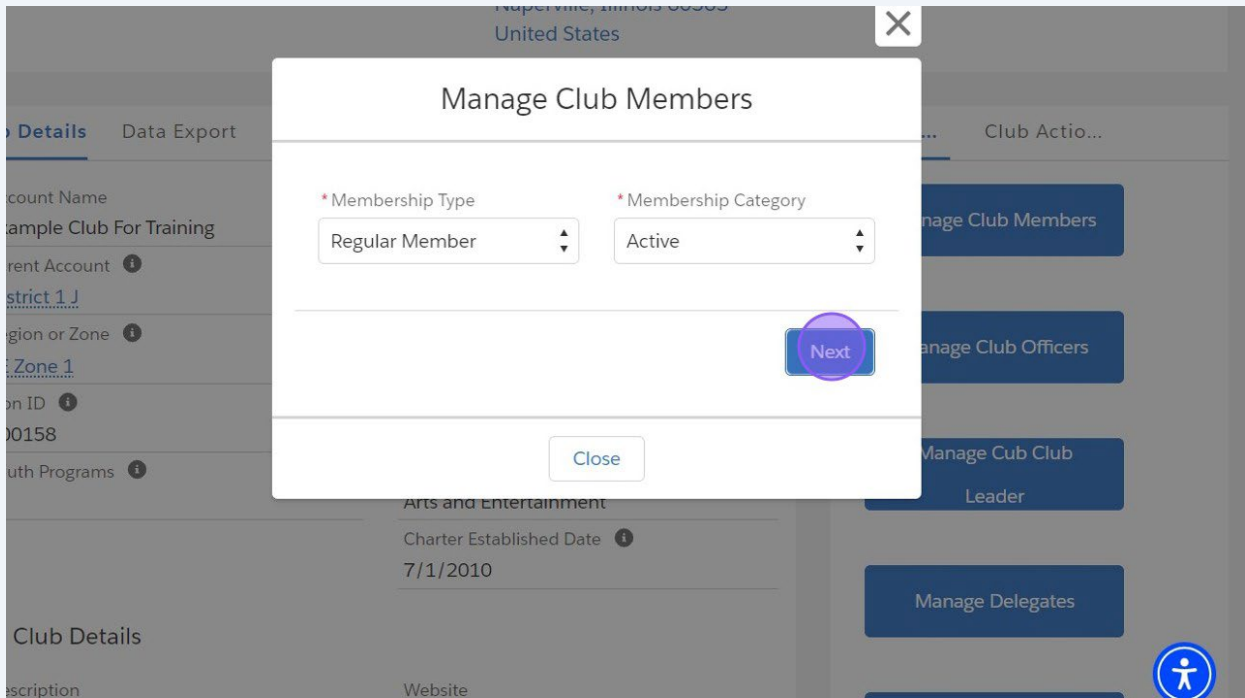
12 새로운 회원 유형을 선택합니다.



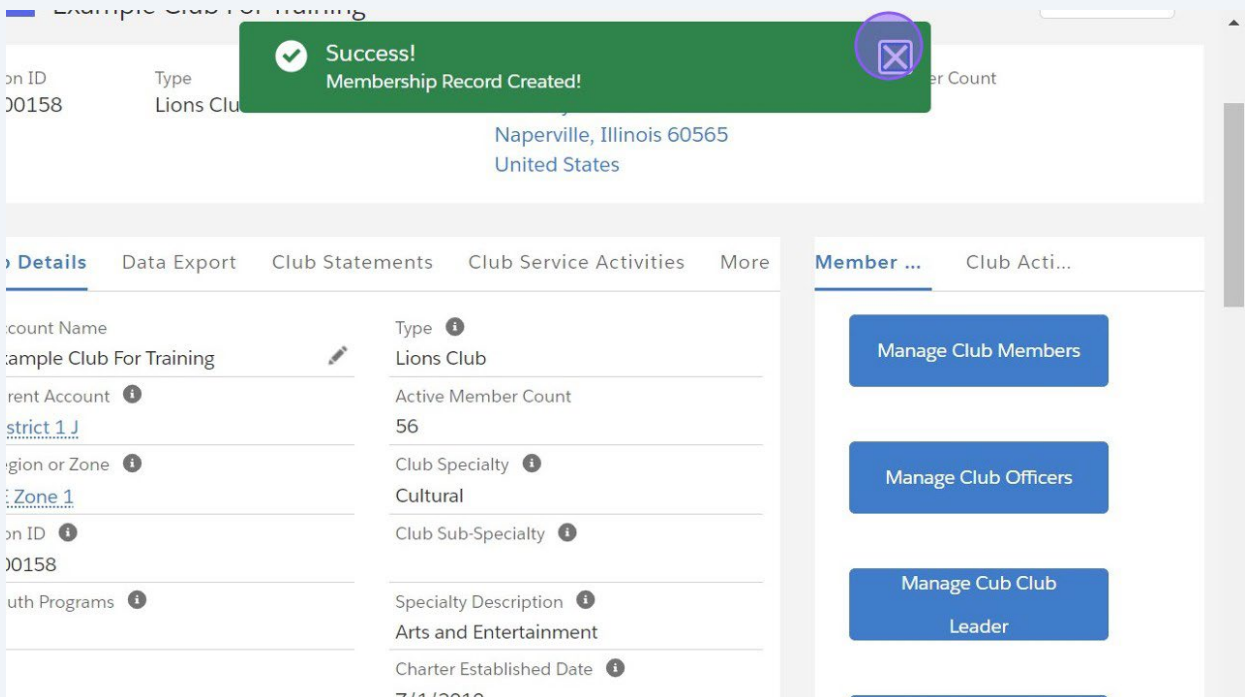
13 기본 설정값은 '정회원'입니다. 추가 선택사항을 확인하려면 '회원 범주'를 클릭합니다.



14 '다음'을 클릭합니다.



15 '성공'을 알리는 녹색창이 나타납니다. 'X'를 클릭하여 알림창을 닫습니다.



회원 기록 보기

16 클럽 정보 페이지에서 해당 회원을 찾습니다.

24 Any Place
 Naperville, Illinois 60565
 United States

Meeting Location 1

Meeting Place ⓘ
 Town Center

Meeting Week of Month ⓘ
 1st

Meeting Day ⓘ
 Monday

Meeting Time ⓘ
 7:00

Meeting Street ⓘ
 1555 Town Road

Meeting City ⓘ
 Naperville

Meeting State or Prov ⓘ

Meeting Zip Code ⓘ

Meeting Local Place ⓘ
 टाउन सेंटर

Meeting Local Street ⓘ

Meeting Local City ⓘ

Meeting Local Zip Code ⓘ

Meeting Local State or Prov ⓘ
 IL

Meeting Local Country ⓘ
 US

Online Meeting 1 ⓘ

Online Meeting 1 Place ⓘ

Active Members

56 of 56 items

Search this list...

N. ▾	M ▾	M ▾	M ▾
Example Twelve	Lion-Chart	zuser	(630)
	er-	012@	
	Regul	lionfa	890
	ar	ke.co	-12
	[Activ	m	34
	e]		
Example Eight	Lion-Chart	zuser	(630)
	er-	008@	
	Regul	lionfa	456
	ar	ke.co	-78
	[Activ	m	90
	e]		

17 예제 52번 회원의 '회원 유형'이 수정되었습니다.

Home Membership Service Learn More

Contact
 Example Member Fifty-Two + Follow

Primary Affiliation Example Club For Training	Member ID 26691602	Email zfiftytwo@fake.com	Phone 773 2341111
--	-----------------------	-----------------------------	----------------------

Name
Example Member Fifty-Two

Primary Affiliation ⓘ
[Example Club For Training](#)

Nickname ⓘ

Gender ⓘ
 Female

Spouse Name ⓘ
 Companion Fifty-Two

Birthday ⓘ
 September 20

Birthdate
 9/20/1994

Occupation ⓘ
 Transportation/Utilities

Local Language Information

First Name (Local)

Contact Members Services
Email: lionssupport@lionsclubs.org
Phone: (+001) 630-468-6900

Club Me... (3) ⚙️ ↻

3 items · Sorted by Start Date · Updated a few seconds ago

	Club Name ▾	Membershi
1	Example Club ...	Lion-Regula
2	Example Club ...	Lion-Discou

18 우측에는 회원 기록이 표시됩니다.

Example Club For Training 26691602 ziftytwo@fake.com 773 2341111

Name
Example Member Fifty-Two

Primary Affiliation ⓘ
[Example Club For Training](#)

Nickname ⓘ

Gender ⓘ
Female

✓ Local Language Information

First Name (Local)

Middle Name (Local)

Last Name (Local)

Spouse Name ⓘ
Companion Fifty-Two

Birthdate ⓘ
September 20

Birthdate
9/20/1994

Occupation ⓘ
Transportation/Utilities

Contact Members Services
Email: lionssupport@lionsclubs.org
Phone: (+001) 630-468-6900

Club Me... (3) ⚙️ ↻

3 items • Sorted by Start Date • Updated a few seconds ago

	Club Name	Membershi...
1	Example Club ...	Lion-Regular [
2	Example Club ...	Lion-Discount
3	Example Club ...	Lion-Regular [

[View All](#)

19 전체 기록을 확인하려면 '클럽 회원 전체 보기'를 클릭합니다.

Example Club For Training 26691602 ziftytwo@fake.com 773 2341111

Name
Example Member Fifty-Two

Primary Affiliation ⓘ
[Example Club For Training](#)

Nickname ⓘ

Gender ⓘ
Female

✓ Local Language Information

First Name (Local)

Middle Name (Local)

Last Name (Local)

✓ Contact Information

Spouse Name ⓘ
Companion Fifty-Two

Birthdate ⓘ
September 20

Birthdate
9/20/1994

Occupation ⓘ
Transportation/Utilities

Contact Members Services
Email: lionssupport@lionsclubs.org
Phone: (+001) 630-468-6900

Club Me... (3) ⚙️ ↻

3 items • Sorted by Start Date • Updated a few seconds ago

	Club Name	Membershi...
1	Example Club ...	Lion-Regular [
2	Example Club ...	Lion-Discount
3	Example Club ...	Lion-Regular [

[View All](#)

Members Sponsored (0)

20 표 상단의 넓이를 조절하여 간격을 변경할 수 있습니다.

The screenshot shows the 'Lion Portal' interface. At the top, there is a search bar and navigation tabs for Home, Membership, Service, Learn, and More. Below the navigation, the page title is 'Club Memberships' and it indicates 'Sorted by Start Date'. A table with columns for Club Name, Membership Full Type, Start Date, End Date, and Membership status is displayed. A vertical slider is positioned over the 'End Date' column header to adjust its width.

Club Name	Membership Full Type	Start Date	End Date	Membership	M...	Membership:
Example Club For...	Lion-Regular [Dropped]	6/15/2024	9/18/20...	Inactive Memb...		MEMBER#00:
Example Club For...	Lion-Discounted-Family Me...	9/18/2024	9/27/20...	Inactive Memb...		MEMBER#00:
Example Club For...	Lion-Regular [Active]	9/27/2024		Active Member		MEMBER#00:



참고! 회원 기록의 '회원 유형' 변경 내역을 통해 클럽 대의원 산출 수 또는 재입 가능 상태가 결정됩니다. 자세한 내용은 공식 라이온스 인터내셔널 현장 및 부칙과 방침을 참고하십시오.

21

이 회원의 수정된 정보가 표시됩니다. 기본 정렬 순서는 '입회일'을 기준으로 오래된 날짜부터 최신 날짜 순으로 표시됩니다.

이 회원의 정보:

- 2024년 6월 15일, 회비 전액을 납부하는 라이온 '정회원'이 됨
- 2024년 9월 18일, 회비 할인 혜택을 받는 '가족 회원'으로 변경됨
- 2024년 9월 27일, '정회원'(회비 전액 납부)으로 변경됨

The screenshot shows the 'Lion Portal' interface. At the top, there is a search bar and navigation tabs for Home, Membership, Service, Learn, and More. Below the navigation, the breadcrumb path is 'contacts > Example Member Fifty-Two' and the page title is 'Club Memberships'. The table below shows the membership history for this member, sorted by start date. The table has columns for Club Name, Membership Full Type, Start Date, End Date, Membership Status, and Membership ID. Three rows are visible, showing a transition from an inactive membership to a discounted family membership, and finally to an active membership.

Club Name	Membership Full Type	Start Date	End Date	Membershi...	M...	Membershi
Example Club For...	Lion-Regular [Dropped]	6/15/2024	9/18/2024	Inactive Memb...		MEMBER#C
Example Club For...	Lion-Discounted-Family Me...	9/18/2024	9/27/2024	Inactive Memb...		MEMBER#C
Example Club For...	Lion-Regular [Active]	9/27/2024		Active Member		MEMBER#C

22 클럽 페이지로 돌아가려면 파란색 클럽 링크를 클릭합니다.

Lion Portal

Search [Search] [Bell] [Profile]

Home Learn More ▾

Example Club For Training [Follow]

Example Club For Training Modal:

Lion ID	200158	Type	Lions Club
Status	Active	Billing Address	124 Any Place Naperville, Illinois 60565 United States
Active Member Count	56	No related lists to display	

Primary Affiliation: [Example Club For Training](#)

Name: Example Member Fifty-Two

Primary Affiliation: [Example Club For Training](#)

Nickname: [Info]

Gender: Female

Birthdate: 9/20/1994

Occupation: Transportation / Utilities

Contact Members Services
 Email: lionssupport@lionsclubs.org
 Phone: (+001) 630-468-6900

Club Me... (3) [Settings] [Refresh]
 3 items • Sorted by Start Date • Updated a few seconds ago

23 클럽 페이지가 나타납니다.

Home Membership ▾ Service ▾ Learn More ▾

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	56
---------	--------	------	------------	--------	--------	-----------------	--	---------------------	----

Details | Data Export | Club Statements | Club Service Activities | More

Account Name	Example Club For Training [Edit]	Type	Lions Club
Parent Account	strict 1 J [Info]	Active Member Count	56
Region or Zone	Zone 1 [Info]	Club Specialty	Cultural

Member ... Club Acti...

Manage Club Members

Manage Club Officers

24 메인 페이지로 돌아가려면 '홈'을 클릭합니다.

The screenshot shows the 'Lion Portal' interface. At the top, there is a search bar and navigation links for Home, Membership, Service, Learn, and More. Below the navigation is the account information for 'Example Club For Training', including a '+ Follow' button. A table displays club details:

Lion ID	Type	Status	Billing Address	Active Member Count
200158	Lions Club	Active	124 Any Place Naperville, Illinois 60565 United States	56

Below the table are tabs for 'Club Details', 'Data Export', 'Club Statements', 'Club Service Activities', and 'More'. The 'Club Details' tab is active, showing fields for Account Name (Example Club For Training), Parent Account, Type (Lions Club), and Active Member Count. A 'Manage Club Members' button is visible on the right.

25 이상으로 '클럽 회원 관리 - 회원 유형 변경하기'를 마치겠습니다.

The screenshot shows the 'Lion Portal' home page. At the top, there is a navigation bar with links for Home, Membership, Service, Learn, and More. Below the navigation bar is a welcome message: 'Welcome Example One!'. The main content area features four large buttons: 'MY MEMBERSHIP', 'MY CLUB', 'MY CA', and 'MY ASSOCIATION'. The 'MY ASSOCIATION' button is partially visible at the bottom. In the bottom right corner, there is a user profile icon and a notification bell icon.