

0 - Public view

There are "transactions" available to display information about the District, the Clubs. And, individuals may "opt" to NOT display their "contact information". General membership and contact information **IS NOT AVAILABLE** at this level. To see what is available at the "0" level visit <http://tinyurl.com/dk5cja>

Level 1- Members

- Maintain their OWN record
- View all public data in Member and Club databases.

Level 2- Committee Chairs

- Maintain their OWN record
- View all data in Member and Club databases
- ADD/DELETE members to their Committee
- Export all reports pertaining to their Committee
- **PMAIL** all members of their committee
- and, anyone *on* that committee can **PMAIL** all the members on the committee

Level 3- Event Moderators (e.g. for District Assembly, District Conference, Foundation Seminar, *and* to maintain the Club Bulletins and the Calendar of Events, etc.)

- Maintain contact data any member record pertaining to their Event

- View all data in Member and Club databases
- ADD/DELETE members-pertaining to their Event
- Export all reports pertaining to their Event
- Submit "events" to Club calendar
- Submit "club bulletins"
- **PMAIL** all their Club members

Level 4 - Club Officers: President, Secretary, Exec-Secretary, the CCO - Club Communications Officer, and the "elect" officers

- Maintain any member record in their CLUB
- Maintain their CLUB record
- View all data in Member and Club databases
- ADD/DELETE members-any committee in their CLUB
- Export all reports pertaining to their CLUB
- Submit "events" to Club calendar
- Submit "club bulletins"
- **PMAIL** all their Club members
- **PMAIL** all their "peers", such as other Club Presidents

Level 5- Assistant Governors

(same as a Club Officer for THE clubs they are responsible for *in their area*).

- Maintain any member record for clubs ***in their Area***.
- Maintain any club record for clubs ***in their Area***.

- View all data in Member and Club databases
- ADD/DELETE members-any committee for clubs ***in their Area***.
- Export all reports pertaining to clubs ***in their Area***.
- **PMAIL** all their Club members ***in their Area***.
- **PMAIL** all the Club Presidents ***in their Area***.

Level 6- District Officers and Data Administrators

- Maintain any member record in district
- Maintain any CLUB record (Add/Chg/Del)
- View all data in Member and Club databases
- ADD/DELETE members-any committee
- Assign CLUB and CHAIRMAN security
- Export all available reports
- Import RI Excel database (adds "RI MemberIds" coming from the RI database synchronization)
- **PMAIL** all the Club members in any club
- **PMAIL** any Committee, all members

NOTE: Only the District Governor can **PMAIL** all members in the district, in just a couple mouse clicks..