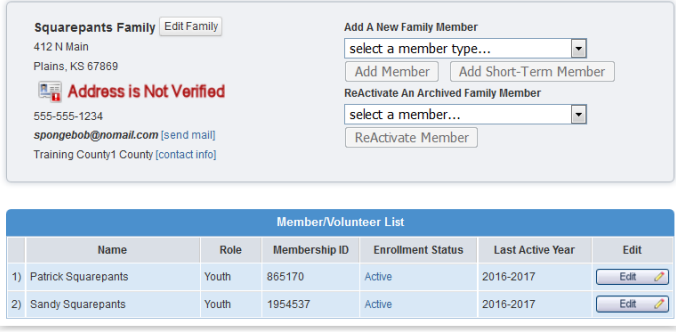
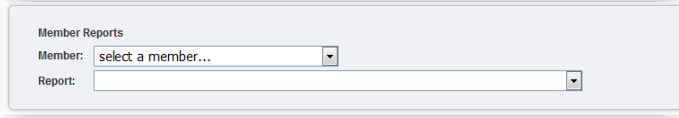
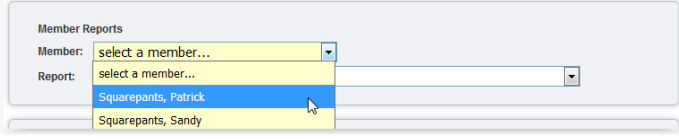



<p>1. Begin on the “Member List” page.</p>	 <p>Squarepants Family Edit Family</p> <p>412 N Main Plains, KS 67869</p> <p>Address is Not Verified</p> <p>555-555-1234 spongebob@nomail.com [send mail] Training County1 County [contact info]</p> <p>Add A New Family Member select a member type... Add Member Add Short-Term Member</p> <p>ReActivate An Archived Family Member select a member... ReActivate Member</p> <table border="1"> <thead> <tr> <th colspan="7">Member/Volunteer List</th> </tr> <tr> <th></th> <th>Name</th> <th>Role</th> <th>Membership ID</th> <th>Enrollment Status</th> <th>Last Active Year</th> <th>Edit</th> </tr> </thead> <tbody> <tr> <td>1)</td> <td>Patrick Squarepants</td> <td>Youth</td> <td>865170</td> <td>Active</td> <td>2016-2017</td> <td>Edit</td> </tr> <tr> <td>2)</td> <td>Sandy Squarepants</td> <td>Youth</td> <td>1954537</td> <td>Active</td> <td>2016-2017</td> <td>Edit</td> </tr> </tbody> </table>	Member/Volunteer List								Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit	1)	Patrick Squarepants	Youth	865170	Active	2016-2017	Edit	2)	Sandy Squarepants	Youth	1954537	Active	2016-2017	Edit
Member/Volunteer List																													
	Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit																							
1)	Patrick Squarepants	Youth	865170	Active	2016-2017	Edit																							
2)	Sandy Squarepants	Youth	1954537	Active	2016-2017	Edit																							
<p>2. Scroll down to the “Member Reports” area.</p>	 <p>Member Reports</p> <p>Member: select a member... Report: _____</p>																												
<p>3. Choose the member from the “Member” dropdown box you want to run the report for.</p>	 <p>Member Reports</p> <p>Member: select a member... Report: select a member... Squarepants, Patrick Squarepants, Sandy</p>																												
<p>4. Next, choose the “Member – Enrollment Invoice” report from the “Report” dropdown box.</p> <p>Depending on your personal computer (or device) preferences, the report will either download immediately – or a window will open and ask if you would like to open or save the file.</p>	 <p>Squarepants Family Edit Family</p> <p>412 N Main Plains, KS 555-555-12 spongebob@nomail.com Training Co</p> <p>Add A New Family Member select a member type... Select a report ...</p> <ul style="list-style-type: none"> Member - Authorization Form Member - Re-Enrollment Form: Next 4-H Year Member - Re-Enrollment Form: Current 4-H Year Member - Enrollment Form (Español) Member - Enrollment Form (New Adult Member): Enrolling in the Next 4-H Year Member - Enrollment Form (New Youth Member - Español) Member - Enrollment Form (New Youth Member): Enrolling in the Current 4-H Year Member - Enrollment Form (New Youth Member): Enrolling in the Next 4-H Year Member - Enrollment History Member - Enrollment Invoice Member - Fair Registration Form Member - Health Form Project - Listing With Aliases Quality Assurance - Certificate <p>Member R Member: Report: Select a report ...</p>																												