HOW TO REPORT PROGRESS ON GOALS
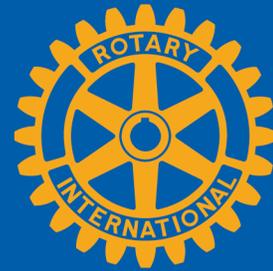## For club officers

1

NAVIGATE TO GOALS

Select **Goal Center** from navigation menu on the left

2

FIND GOALS TO UPDATE

Before reporting progress on goals, make sure the **appropriate year** is listed

Click or tap **Edit** to see a list of club goals

Goal Center

The Goal Center is where you choose and set the goals your club will focus on, and track progress.
Please note: data reported in other Rotary systems and third party vendor systems will be delayed for at least 24 hours.

Dashboard
Goal Center
Global View
Service Activities
Resources
Reports
Contact Us

SETTINGS

Language

All Club Groups | All Clubs

Search clubs...

Find the goals that you plan to update

Tip: Click Sort selected goals to arrange your club's goals for easy updating

2017-18

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Members & Engage... | otary Foundation Giving | Service | • Young Leaders | Public Image | Rotary Citation | A

SAVE

hich goals will your club track this year? Browse goals by category and select only those you n to pursue. Then save.

Sort selected goals ∧

ACHIEVEMENT | GOAL | SELECT GOAL

Inbound Youth Exchange students
> Show goal details and history

- OF -

Enter Goal Value

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3 UPDATE A GOAL

Goal Center

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progress.
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will be delayed for at**

Dashboard
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0 OF 9 ACHIEVEMENT

Members & Engagement | Rotary Foundation Gi...

SAVE

Which goals will your club track this
to pursue. Then save.

goals by category and select only those you plan

Sort selected goals ∧

Enter your club's progress toward a chosen goal in the Achievement column

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> Sh...ils and history

ACHIEVEMENT | GOAL | SELECT GOAL
2 | OF | 3

ACHIEVEMENT | GOAL | SELECT GOAL
- | OF | -
As Of 20-Jun-17

Enter Goal Value

Click or tap Save after you've reported progress on your club's goal