HOW TO SET A GOAL
For club officers

1 NAVIGATE TO GOALS

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

2 FIND GOALS TO TRACK

Before choosing your club's goals, make sure the **appropriate year** is listed

If the **Edit** button appears, click or tap it to find goals your club wants to track. If this button reads **Save** and goals are displayed, proceed to the next step

Select the goals that your club wishes to track by clicking or tapping the check boxes next to them

3 SET A GOAL

Enter a goal value in the box titled **Goal**

Click or tap **Save** after you've entered a goal value