Dear Friends,

Welcome to Rotary Club Genève International! We would like to invite you all to *update your profile and upload your photo* in our Club website. <u>www.rc-geneve-international.org</u>

For some of you, certain personal data (birthday, address), which are mandatory, were tentatively entered in order to create your account, so please verify your information, and correct them as soon as possible.

- 1. Please log in our Club website: <u>http://www.rc-geneve-international.org/club/</u> using your "user name" and "password".
- 2. Please place the cursor at "**FOR MEMBERS**", it shows drop-down options. Then, click "**Administration**", shown in the 2nd from the bottom.

	Rotary Club Genève International					
DOCUMENTS	FOR MEMBERS	© MY CLUB				
CLUB CH	Yearbook In memoriam	BER 20, 2015	AGENDA	NEWS		
	Within the website					
Club: Genève International		Change password		Sat, 21-11-2015 Ce sera du Rotary absolu !		
	Administration <		Bravo ! Vous av tous la chance :	vez toutes et rare et enviée		
		DOCUMENTS FOR MEMBERS CLUB CH CLUB CH Change password Administration	Rotary Club Genève Inte DOCUMENTS FOR MEMBERS © MY CLUB CLUB CH In memoriam Within the website Change password Administration	Rotary Club Genève International DOCUMENTS FOR MEMBERS MY CLUB CLUB CH Yearbook AGENDA Within the website BER 20, 2015 AGENDA Change password Sat, 21-13-2015 Ce sera du Rota Administration Bravo I Yous av Sat, 22-13-2015		

3. When you click "Administration" this, the colour of website-top becomes in rose. It means that you are seeing the webpage in administration mode.

Then, please place the cursor at "**MEMBERS**", choose the top option "**Members**" in the drop down menu.

					Rotary
THE CLUB	MEMBERS	LIFE IN THE CLUB	DOCUMENTS	UTILITY	ACCESS
ADMINISTRA	Members				
User: 16629	Committees				
mineko.mohr	Exempt from				
Club: 495 Ger	presence				
Rights: 3	Past				
Board: 1	presidents				
Committees:	In memoriam				

4. You will be in the member list page, as shown in the below.

THE CLUB MEMBERS	LIFE IN THE CLU	JB (DOCUMENTS	UTILITY	ACCESS	2	
MEMBERS RC GENÊVE INTERNATIONAL II Memberlist • New member	LIST ACTIVE M	IEMBER ID RI	R			BORN ON	
Active members Club Guest (Rotarian)	54044		Ait-Mohamed	d Parent Malika		30.09.1997	100
Non-Rotarians	54026		Andriamamp Hantanirina	rianina-Ramos	Annick	01.10.1997	1000
I Members of honour Paul Harris Fellow	54027		Badarch Urar	nchimeg		01.10.1997	1000
Transfered	54954		Baumhoff Ju	rgen		01.10.1997	1000

Now, you can update your profile and upload your photo by using the icons.
 e.g. "Pencil" for changes of contents, and "Picture" for the image upload.
 Please save your photo as "passport size".

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54024	9394056	Mohri Mineko	22.05.1974	Ø= @-
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Best Rotarian regards,

Claire Zendali Secretary

Rotary Club Genève International Rotary