The Rotary Club of Lake Placid NY – Communicating with our members, with other clubs in District 7040 and around the world.

You will be amazed at what you can find out about Rotary activities with a few taps on your keyboard or smartphone. This brief paper will show you starting points and you will be on your way. Exploring and discovering on your own will be eye-opening, informative, and fun. It may even get the creative juices flowing.

First, you will be getting the monthly Rotary magazine with much content from around the world. Interesting stories, pictures, and suggestions on things to do. Magazines delivered in the mail. It still happens, You can view online as well: https://my.rotary.org/en/news-media/magazines
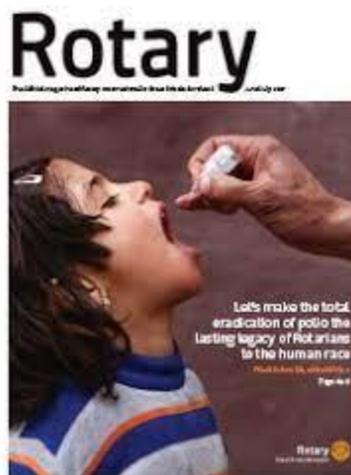
But what is this https://my.rotary.org? This is Rotary International's (RI) home page for members providing useful information and tools to enhance your Rotary experience. When you were inducted into our club, you were set up with a user ID and password to access our web page. More about that later. But to get to use the full RI website, you will have to establish credentials for this website. Please visit the my.rotary.org page and start the registration process.
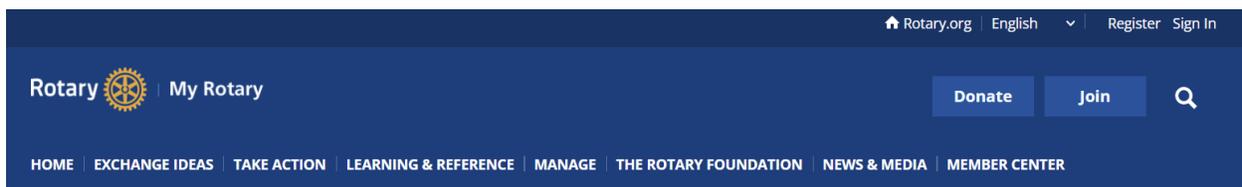
Let us drop down to our Rotary District, District 7040. This is an international district as we have clubs in Canada's Ontario and Quebec provinces. The district's website is not password protected. Visit www.rotary7040.com to see what it has to offer, including an education center where there are some useful videos. This website is an excellent

place to keep current on activities throughout the area and may provide you with ideas or projects you would like to see our club try out. If you have a story to share that might be of interest to other clubs in the district, submissions are welcome. You do not have to log in to view the page, but you might find it useful to do so. More about logging in later.

It does seem like every Rotary club has a Facebook page. Love it or not, Facebook is a presence, and we use it to reach members and non-members alike. We realize that not everyone uses Facebook but via our emails and our webpage, you will be able to keep current on our activities. www.facebook.com/rotarycluboflakeplacid
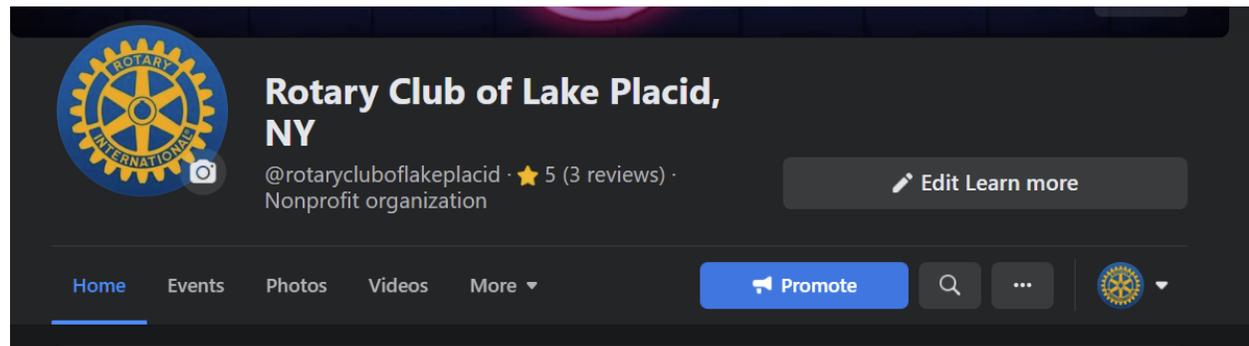
Now let us turn to the main communication engine, ClubRunner. Rotary uses a third-party platform for handling of email, administrative tasks, and the design of the webpage. We pay a nominal fee yearly to participate but it relieves the club of the burden of maintaining the page. You will have received a login ID and an initial password for site access. Password changes and certain other details are user driven. You will find you have your own page of information in our website, and you will see what settings and data have self-service ability. If there is certain maintenance you need but cannot do yourself, please contact the club member who is tasked with being the page admin.

Our website is https://rotarylakeplacid.org

On accession, you will see "Member Login" in the top right corner. Click it and you will be to the login screen. Depending on your role in our club, you will have a certain level of access and privilege to perform certain functions. Primarily most club members use the email function. Handy information is the club roster where you will find contact information for other members, birthdays, anniversary dates, Rotary awards, and honors.

For brevity's sake, creating a multi-page document on how to use ClubRunner would be repetitious. Many clubs have done something like this. So, let us get you into navigating the page. Log into the page and after you've mentally given heaps of praise for all the effort on loading content into it and the continual updates, scroll down to the section on the pages left side titled "Home Page Download Files." You will see a clickable link: "Club Runner District Guide (2018)." It is a generic document produced by the vendor, and it will get you started. Download it to your computer and refer as needed.

Please do not forget to log out when you have finished visiting the page.

The main item everyone wants to know is how do I send an email? Again, one of the ClubRunner programmers has prepared an illustrated and very clear document on how to do this https://www.clubrunnersupport.com/kb/articles/how-do-i-send-an-email

Please note that emails sent via ClubRunner are not private. Your club's admins can view these emails and we review email traffic as ClubRunner charges an annual fee for usage. If you send one email to each of our members (as a group message), ClubRunner charges us by the number of recipients. Not to worry, we have more than adequate capacity and we evaluate this annually. Also, important to keep in mind is that the email message center is NOT an inbox. You will need to access your personal email for that.

If you need more information, please contact Harris Semegram who will be happy to assist. hsemegram@gmail.com

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