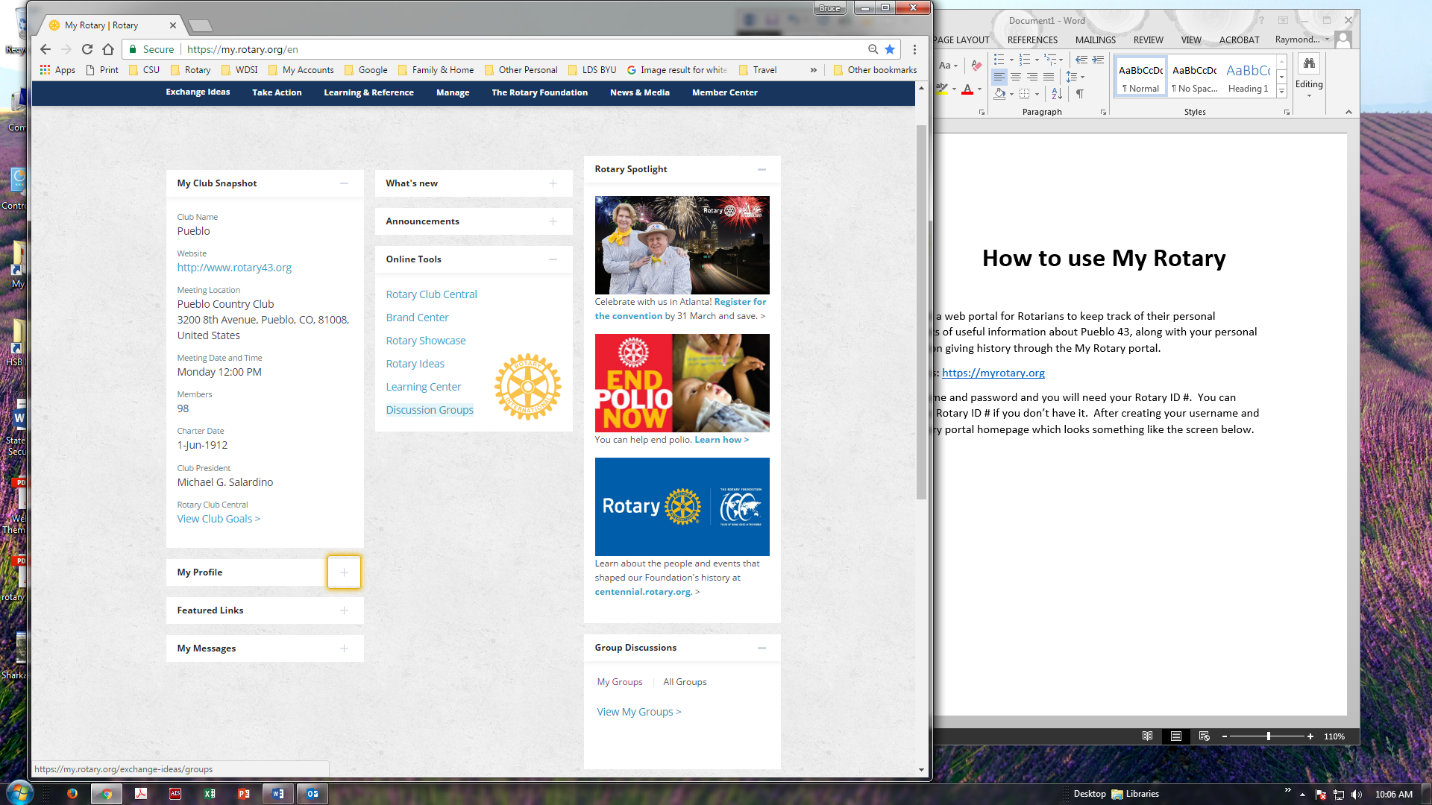
****

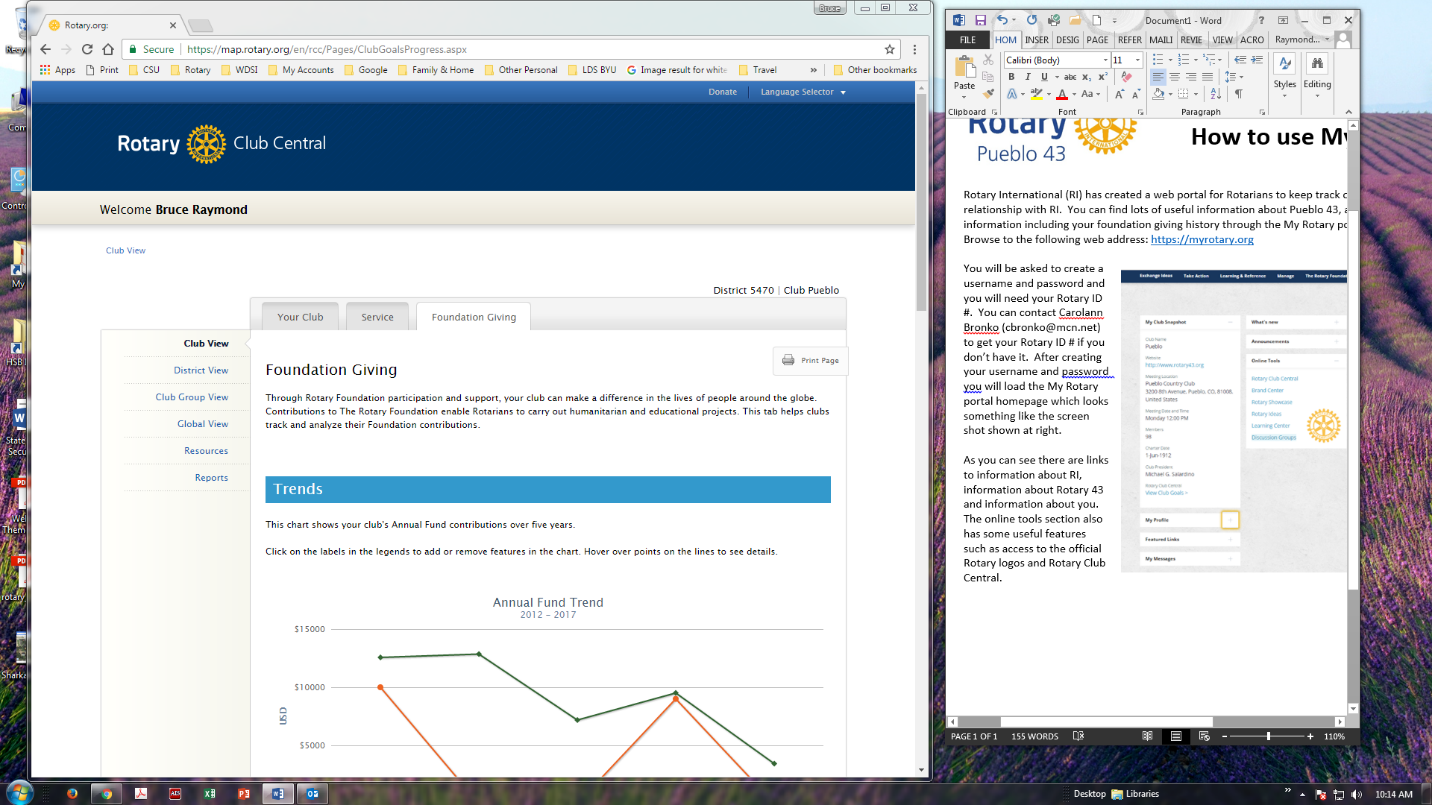
**How to use My Rotary**

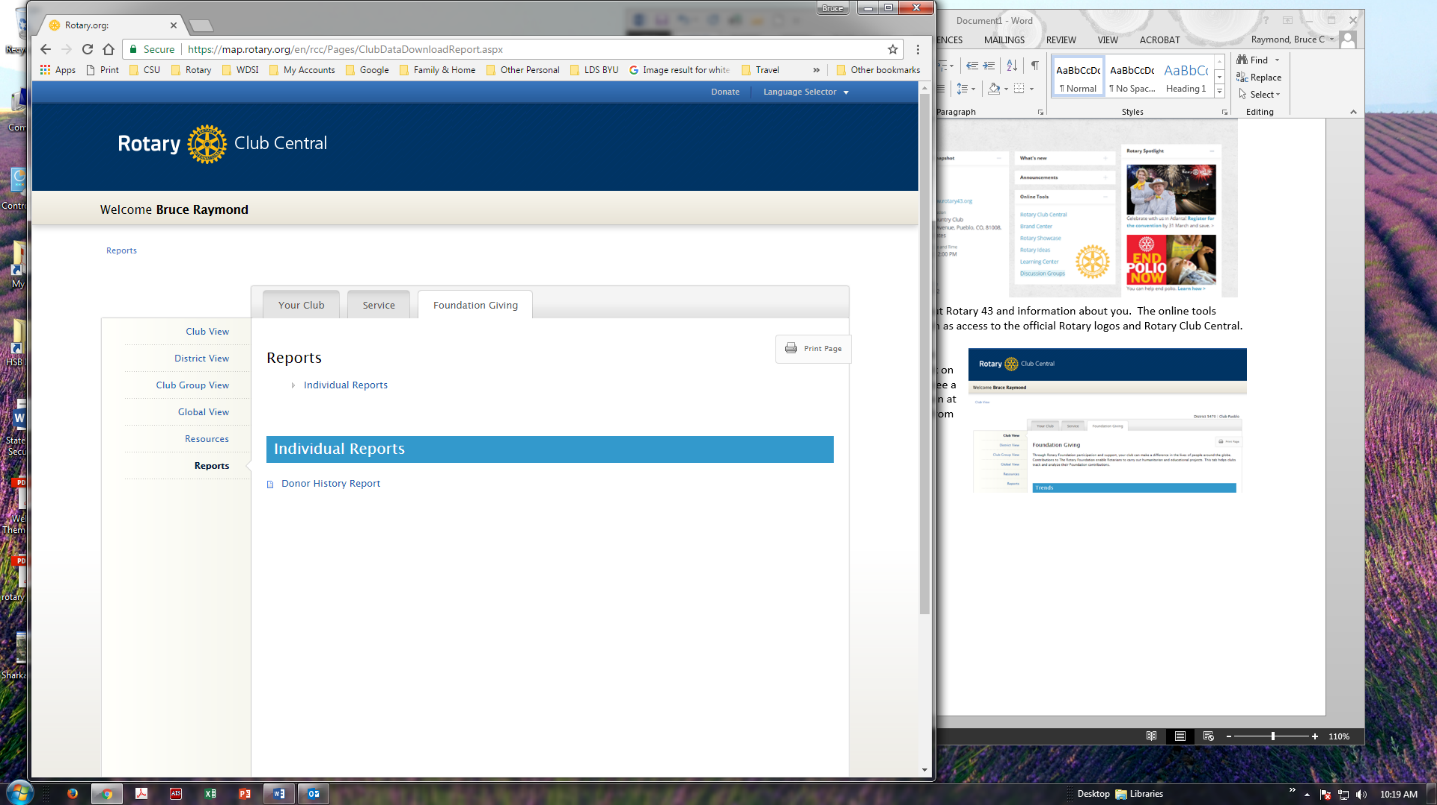
Rotary International (RI) has created a web portal for Rotarians to keep track of their personal relationship with RI. You can find lots of useful information about Pueblo 43, along with your personal information including your foundation giving history through the My Rotary portal.

Browse to the following web address: <https://my.rotary.org>

You will be asked to create a username and password and you will need your Rotary ID #. You contact Carolann Bronko (cbronko@msn.com) to get your Rotary ID # if you don’t have it. After creating your username and password you will load the My Rotary portal homepage which looks something like the screen shot shown at right.

As you can see there are links to information about RI, information about Rotary 43 and information about you. The online tools section also has some useful features such as access to the official Rotary logos and Rotary Club Central.

If you are looking to get a personal report about your foundation giving history, click on the Rotary Club Central link and you will see a page something like the screen shot shown at right, and then click on the reports link from the menu at the left of the screen.

After clicking on the reports link you will see a screen something like that shown. Select the Foundation Giving tab and you should be able to view the Individual Donor History Report(s).

When the Donor History Report comes to the screen (downloading is slow, be patient) you will have access to a number of tabs including the Overview and the Transaction Detail tabs at the bottom of the page. These two reports provide complete information about all of the contributions recorded under your Rotary ID.

If you are having trouble, or if you have questions, please contact Bruce C. Raymond (bcraymond@gmail.com)