Greetings again President-elect Name,

I had planned to send this letter before I sent out the Leadership letter. This letter is to help you get signed up with your My Rotary account so you can access the Learning Center, Club Central and other resources. Here we will learn how to utilize the resources for goals and education provided by our District and Rotary International. Access and understanding of your data in Club Central will make your year as President more productive and set you and your club up for success.

1. **Club Runner** is the club management software most of our clubs use. It is one centralized platform whose integrated approach combines all the services you need to successfully organize your club, improve your communication, build your web presence and empower people to connect, communicate online, and collaborate towards higher goals.

*T****his link has a tremendous amount of valuable information on how to use ClubRunner for many tasks that you and your club leaders will want to utilize. We would recommend you look it over so you have an idea what is available. Then we recommend keeping it in a safe place where you can retrieve it and refer to it as a resource.***

[Club Runner – The Basics](https://www.clubrunnersupport.com/category/4-club-administration-guide)

**2. My Rotary, the Learning Center and Club Central** - the modern design that streamlines goal setting, making it quick and easy to track goals and measure their impact.

If you haven’t registered yet, register for an account: [Account Registration -My Rotary](https://my.rotary.org/en/user/register)

By creating an account on My Rotary, you gain access to the latest reports, information and tools. Your account helps you do Rotary business quickly and efficiently and ensures that Rotary has accurate records for your club. It allows you to enter goals and track their progress, record your service projects and your Club’s Foundation goals. [My Rotary – My Account](https://my.rotary.org/en). From here you will be able to access the Learning Center which will have several modules we hope you will utilize preparing to be president. Several of these will be highlighted in upcoming communications.

This next link will show how to access Club Central. Club Central is a great tool to help you set and record your club goals. This will allow you to have all your information centralized. Go through these 25 slides steps to access *Club Central to understand how to input your goals:*

[Club Central – Your “How To” Guide](https://drive.google.com/file/d/1RSB3ivd-3Amy5Sb_Sz_zPbu35JNmGAwP/view?usp=sharing)

You can do these in your own time and at your own pace. We would like you to have them completed by the Pre-PETS training seminar on February 8th in Lebanon, NH at the Dartmouth Hitchcock Medical Center.

We look forward to having fun together in Rotary year 2020-2021!

Yours in Rotary Service

Steve Puderbaugh

District Governor 2020-2021