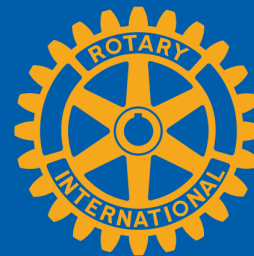


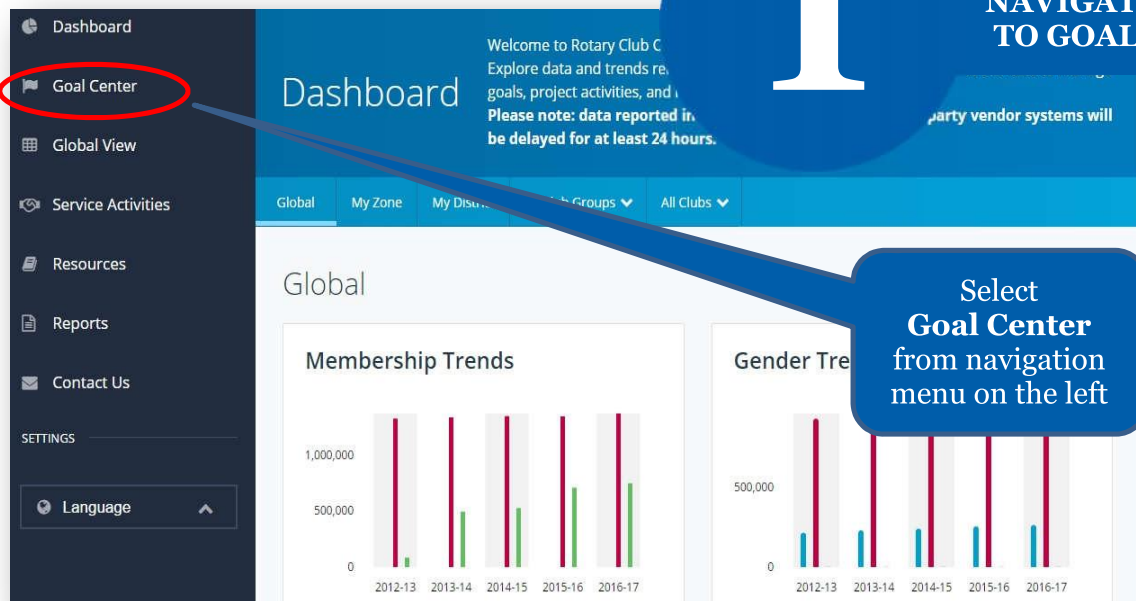
# HOW TO REPORT PROGRESS ON GOALS

For club officers



**1** NAVIGATE TO GOALS

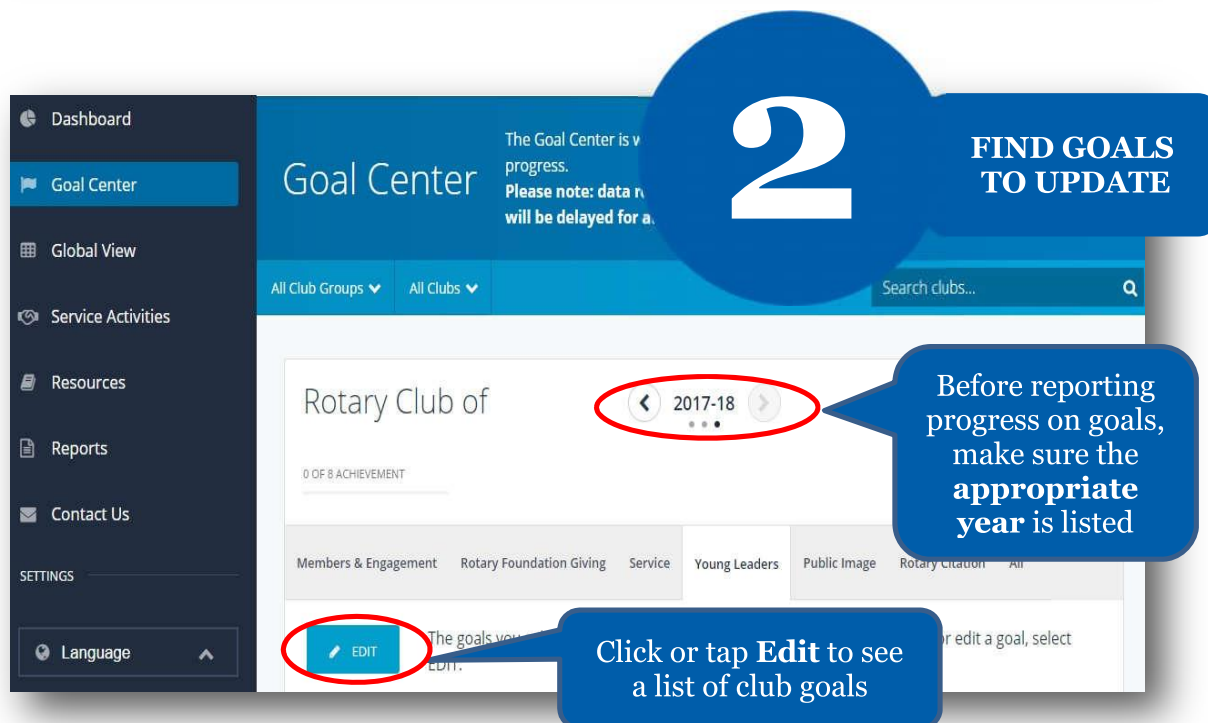
Select **Goal Center** from navigation menu on the left



**2** FIND GOALS TO UPDATE

Before reporting progress on goals, make sure the **appropriate year** is listed

Click or tap **Edit** to see a list of club goals



**Goal Center**

The Goal Center is where you choose and set the goals your club will focus on, and track progress. **Please note: data reported in other Rotary systems and third party vendor systems will be delayed for at least 24 hours.**

Find the goals that you plan to update

Tip: Click **Sort selected goals** to arrange your club's goals for easy updating

**Sort selected goals**

**Inbound Youth Exchange students**

Which goals will your club track this year? Browse goals by category and select only those you plan to pursue. Then save.

**SAVE**

ACHIEVEMENT OF GOAL SELECT GOAL

Enter Goal Value

**3 UPDATE A GOAL**

**Rotary Club of**

2017-18

0 OF 9 ACHIEVEMENT

Members & Engagement Rotary Foundation Giving Service Young Leaders Public Image Rotary Citation All

Which goals will your club track this year? Browse goals by category and select only those you plan to pursue. Then save.

**SAVE**

**Sort selected goals**

**Inbound Youth Exchange students**

Enter your club's progress toward a chosen goal in the **Achievement** column

**ACHIEVEMENT** 2 OF 3 **GOAL** 3 **SELECT GOAL**

Click or tap **Save** after you've reported progress on your club's goal

ACHIEVEMENT OF GOAL SELECT GOAL

As Of 20-Jun-17

Enter Goal Value