



ROTARY SHOWCASE USER GUIDE

www.rotary.org/showcase

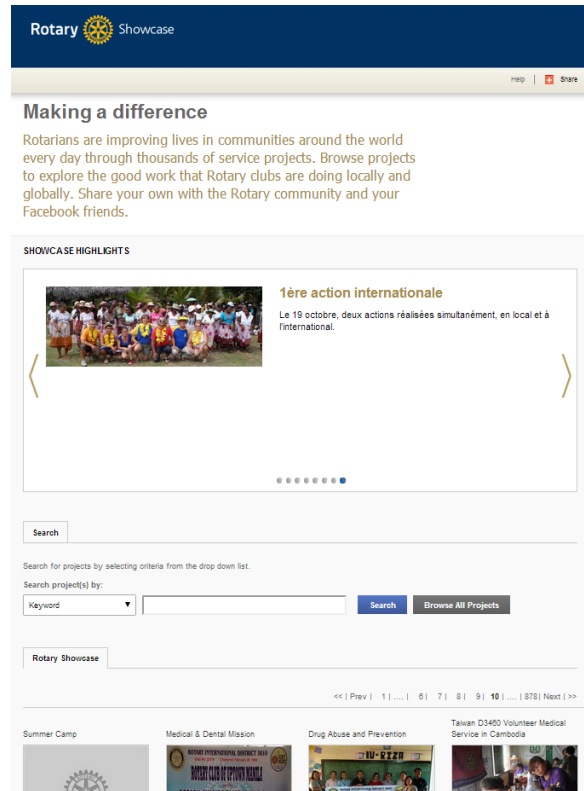
ROTARY SOCIAL BUSINESS TOOLS

social@rotary.org

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WHY USE ROTARY SHOWCASE?



Rotary Showcase is an online application that allows Rotarians and Rotaractors to share stories of their clubs' successful projects with people around the world. In addition, project stories are a source for features in Rotary International blogs and newsletters.

The Showcase's Impact Tracker shows the impact of each Rotary project in terms of volunteers and volunteer hours, cash contributions, and in-kind donations. It also shows the collective impact of all reported projects.

Success stories posted on Showcase can serve as an inspiration and a model for other Rotary and Rotaractor clubs.

WHO CAN USE ROTARY SHOWCASE?

Anyone can browse Rotary Showcase and read the project stories posted there. Any Rotarian or Rotaractor who signs in to Rotary.org can post club projects.

HOW TO USE ROTARY SHOWCASE

Choice of Internet browser

Showcase works best with Chrome, Firefox, or Safari.

How to access Rotary Showcase

To post or edit projects on Rotary Showcase, sign in to Rotary.org. You will find **Rotary Showcase** under the **Develop Projects** section of the **Take Action** menu.



Project languages

Rotary Showcase is available in all supported Rotary languages; it will use your My Rotary profile or browser language, defaulting to English for nonsupported languages. You can change the interface language in the **Language Selector**. You can post your project in any language. A Google Translate tool on the project page will allow visitors to read about your project in the language of their choice.

Anatomy of an efficient Showcase project

Head Board
February 2014, Choloteca, Honduras
Lawrenceburg, Tennessee, TN, USA

Lighting Villages in Honduras **1**

Bringing electricity to homes and businesses in remote villages around Choloteca **2**

Rotarians from Tennessee have been working with the Rotary Club of Choloteca, Honduras for over a decade to provide services in remote villages in the region. Although this was initially a water project, it became necessary to bring power into the villages to run pumps and other equipment. The project team quickly discovered that having power in the village was perceived by the villagers to be of much greater benefit, therefore a decision was made to shift emphasis to electrification. A fee system and support from the Honduran Electrical Authority ensures sustainability. Clubs from District 6760 made cash contributions to the project. **3**

Select Language | ▾

Project location Honduras **4**

Project dates Start: 01 February 2014 **5**
End: 28 February 2014 **6**

Project category Economic and community development **6**

Funding Club Foundation, Rotary Grant **6**

Project controls Mr. William E. Phillips, Lawrenceburg | (contact) **7**

Partners Choloteca, Chol., Honduras
Dyersburg Breakfast, TN, USA
Brentwood, TN, USA
Lawrenceburg, TN, USA
Spring Hill-Thompson's Station, TN, USA
Brownsville, TN, USA **8**

Related Links [Reprint of ROTI Breadbasket Article](#)

PROJECT PHOTOS AND VIDEOS

1 / 20

9

Uploaded by: Mr. William E. Phillips Team Member Charlie Brewer and his New Friends

IMPACT TRACKER **10**

Total volunteer hours	Number of volunteers	Total cash contributions	Total in-kind contributions
1,650 Hours	30 People	36,000 USD	- USD

TAGS

[Lawrenceburg Rotary](#) [Choloteca Rotary](#) [Honduras](#)

How to add a project

Once you have signed in, select **Add a new project**.

BEFORE YOU BEGIN

After you select **Add a new project**, you will see this window. The message prompts you to check the list of projects already posted for your club, in order to avoid duplication.

You must scroll through all projects listed before proceeding.

If you do not see your project listed, select **Add my project**.

Is your project already listed?

- Include a project from other online systems on Showcase by clicking "Share"
- Get more information on a project that has already been added by clicking "View"
- Add your project by clicking the "Add my project" button at the bottom of the page

EXISTING PROJECTS



Source: Showcase

Evanston Lighthouse Supports ESCCA
Clothing drive for the Evanston School Childrens Clothing Association
Start date: 20 October 2012
End date: 20 October 2012
Source: Showcase

Evanston Rotarians+Rotaracters Rebuilding Together
The EVLRC has worked to improve community homes since 1999 to preserve and revitalize households.
Start date: 22 April 2013
End date: 08 May 2013
Source: Showcase

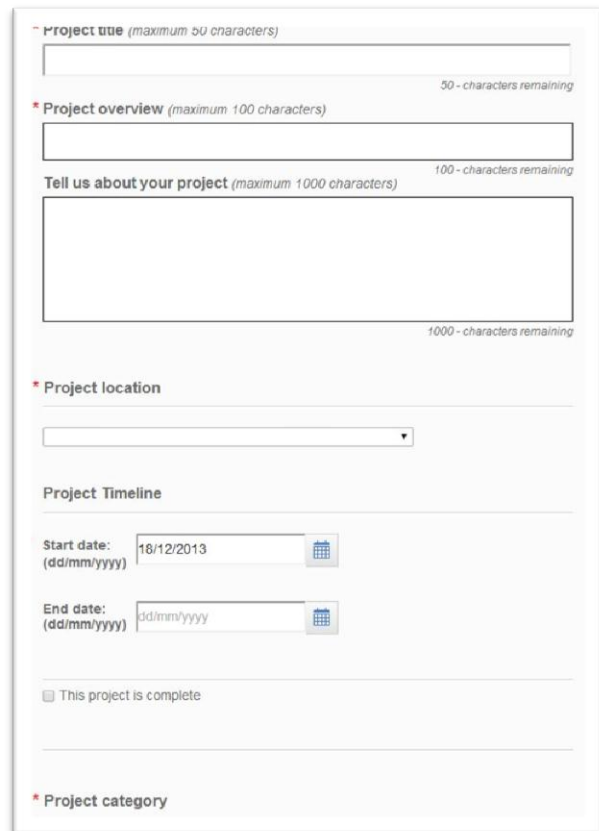
Campus Kitchens
Delivering meals to Cook County Housing Authority residents.
Start date: 08 July 2012
End date: 06 July 2013
Source: Showcase

If not, add your project. Start here. →

Add my project

REQUIRED INFORMATION

- 1. Project title:** Choose a short, descriptive, compelling title. It is the first thing Showcase users will see.
- 2. Project overview:** Provide a short (maximum of 100 characters) description of the project. This is what users will see when browsing.
- 3. Tell us about your project:** This is where you write the detailed success story (1,000-character maximum).
- 4. Project location:** Country where the project took place.
- 5. Project dates:** The **Start date** is required but the **End date** is optional. If the project is complete, check the box.
- 6. Project category:** You must choose at least one from the drop-down menu..



* Project title (maximum 50 characters)
50 - characters remaining

* Project overview (maximum 100 characters)
100 - characters remaining

Tell us about your project (maximum 1000 characters)
1000 - characters remaining

* Project location

Project Timeline

Start date: (dd/mm/yyyy) 18/12/2013

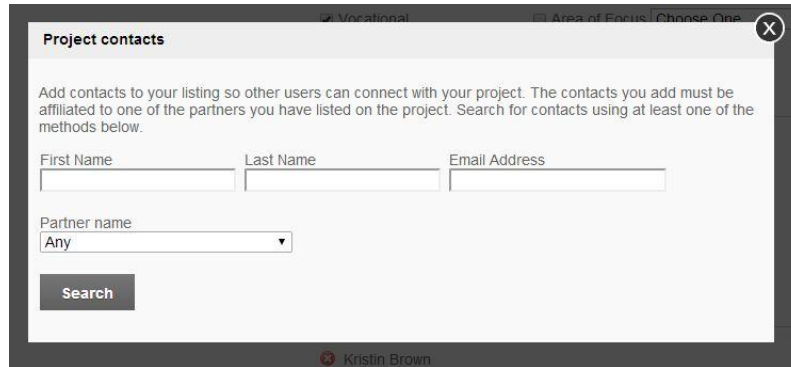
End date: (dd/mm/yyyy)

This project is complete

* Project category

ADDING PROJECT CONTACTS

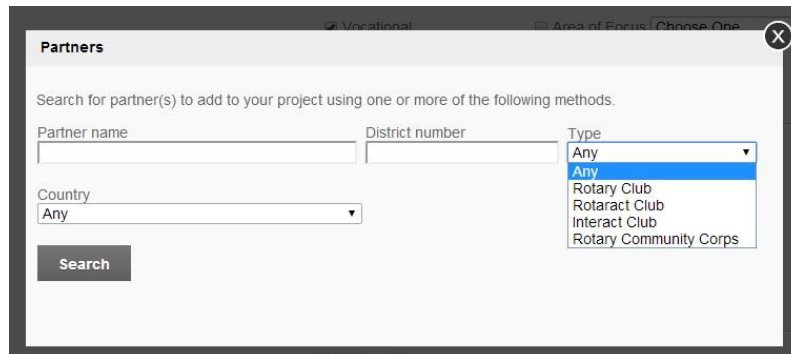
You can add members of your partner clubs as project contacts. Project contacts will have the same access to the project that you have, with the ability to edit or delete it.



The screenshot shows a window titled "Project contacts" with a close button (X) in the top right corner. Below the title is a brief instruction: "Add contacts to your listing so other users can connect with your project. The contacts you add must be affiliated to one of the partners you have listed on the project. Search for contacts using at least one of the methods below." The form contains three input fields: "First Name", "Last Name", and "Email Address". Below these is a "Partner name" dropdown menu currently set to "Any". A "Search" button is located at the bottom left of the form area. At the bottom of the window, the name "Kristin Brown" is visible.

ADDING PARTNER CLUBS

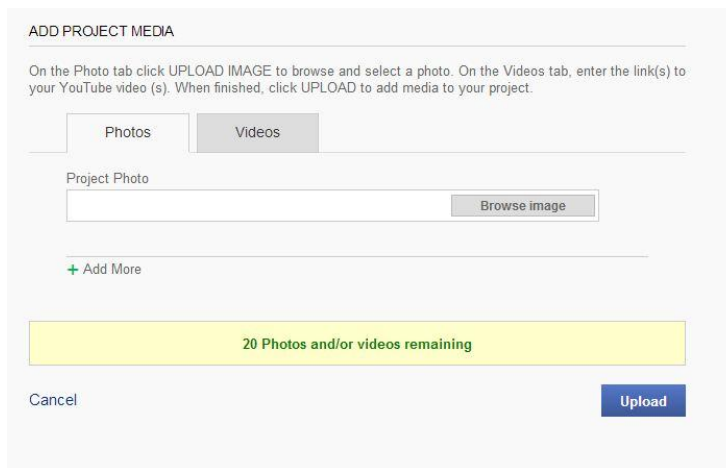
If you worked with other Rotary, Rotaract, or Interact clubs, or Rotary Community Corps, add them as partners.



The screenshot shows a window titled "Partners" with a close button (X) in the top right corner. Below the title is the instruction: "Search for partner(s) to add to your project using one or more of the following methods." The form includes three input fields: "Partner name", "District number", and "Type". The "Type" dropdown menu is open, showing options: "Any", "Rotary Club", "Rotaract Club", "Interact Club", and "Rotary Community Corps". Below these fields is a "Country" dropdown menu set to "Any". A "Search" button is positioned at the bottom left of the form area.

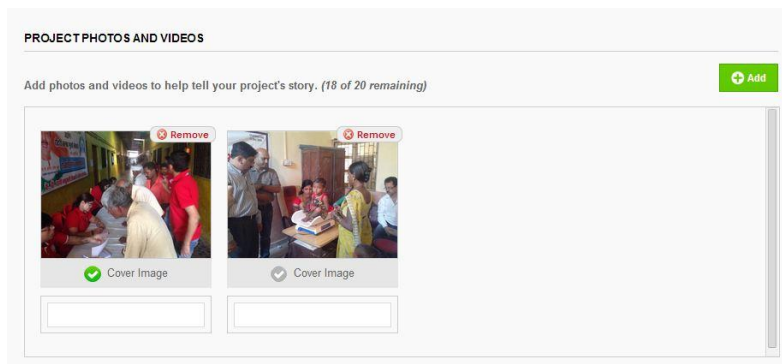
ADDING PHOTOS AND VIDEOS

Under **Add Project Media**, you can upload up to 20 images as well as links to YouTube videos. (Only videos on YouTube are currently supported.)



The screenshot shows the 'ADD PROJECT MEDIA' section of a web interface. At the top, there are two tabs: 'Photos' (selected) and 'Videos'. Below the tabs, there is a 'Project Photo' label and a text input field with a 'Browse image' button to its right. Underneath the input field is a '+ Add More' link. A yellow banner in the center of the form displays '20 Photos and/or videos remaining'. At the bottom left is a 'Cancel' link, and at the bottom right is a blue 'Upload' button.

Once you upload the pictures, choose the image that you think best represents the project as the cover image. This will be your project's primary picture.



The screenshot shows the 'PROJECT PHOTOS AND VIDEOS' gallery. At the top, it says 'PROJECT PHOTOS AND VIDEOS' and 'Add photos and videos to help tell your project's story. (18 of 20 remaining)'. There is a green '+ Add' button in the top right corner. The gallery contains two photo thumbnails. Each thumbnail has a 'Remove' button in the top right corner and a 'Cover Image' label with a checkmark icon in the bottom left corner. Below each thumbnail is a text input field.

IMPACT TRACKER

In the Impact Tracker, add the total number of volunteer hours and volunteers, cash contributions, and in-kind donations for the project. Totals are calculated for the project, and each project's impact data become part of the aggregate presented on the Rotary Showcase landing page, showing the cumulative global impact of Rotary and Rotaract projects around the world. For projects that span multiple years, clubs can add impact data for each Rotary year. When club presidents update their clubs' accomplishments, they can import Showcase impact data into Rotary Club Central. Once imported, data will be synchronized between Rotary Showcase and Rotary Club Central.

IMPACT TRACKER

 (Go to Google®Currency converter)

Please make sure you fill out any relevant impact figures in the fields below. Providing this information tells a better story about the impact your club is making with Rotary worldwide.

Partner: Cavite Export Processing Zone, Cavite, Philippines

Rotary Year	Total volunteer hours	Number of volunteers	Cash contributions (USD)
2013-14 ▾	<input type="text"/>	<input type="text"/>	<input type="text"/> +

In-kind donations

Rotary Year	Type	Quantity	Total value (USD)
2013-14 ▾	<input type="text"/>	<input type="text"/>	<input type="text"/> +

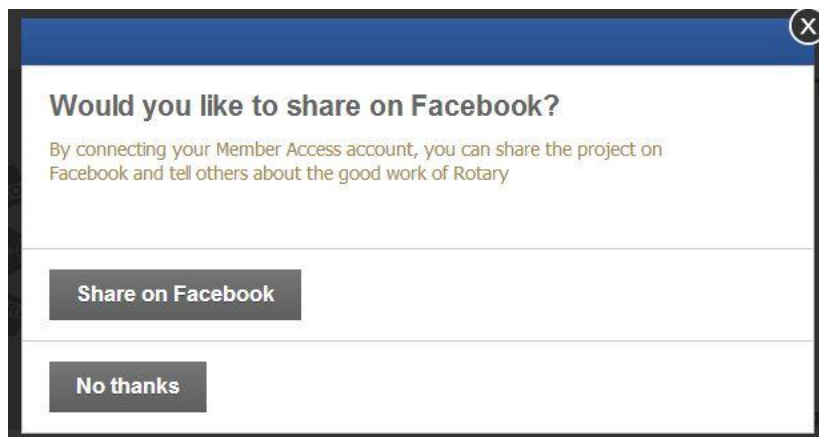
Total Donations

Volunteer hours: - Number of volunteers: - Cash contributions: - USD In-Kind contributions: - USD

Once you have entered all project details, select **Save**.

How to share a project

You have posted your project on Rotary Showcase, but don't stop there! Now share your project with the world.



After you have saved your project's details, you will be prompted to share the project on Facebook. This simple step will allow your friends to see the project, and in turn share it with their networks. That will magnify the exposure of your club's project both within and beyond the Rotary world.


How to edit or delete a project

To edit or delete your project, find the project under the **My Club Showcase** heading and open it.

Select **Edit project details** to edit, or **Delete Project** to remove it.

Note that only project contacts and the current presidents of any project partners can edit or delete a project.

Welcome Kristin Brown Help Share



Oral English Skill Needed for Employment in India

Indian youth who have spoken English skills will find it easier to access employment.

Jobs in offices, in factories, in transportation and shipping, in internal tourist industries, and in any other business dealing across state lines inside India (let alone the offices of firms doing business with English-speaking countries) all require employees capable of dealing verbally across multiple cultural groups using English. Develop both an initial CLASSROOM and then an ongoing NON-CLASSROOM spoken English training and one-on-one tutoring program for children and staff of the Philip and Timothy Stains Memorial Children's Home in Madurai and rural Tamil Nadu, South India. We seek a realistic conversational augmentation to their more limited classroom exposure to English. Two needs are clear: (1) a small but regular amount of ongoing practice with native English speakers for Indian ESL students; and (2) development of ESL (ELL) methodologies in Indian school teaching at all levels and in business training at all levels.

Select Language

Project location	India
Project dates	Start: 01 January 2011 End: 01 January 2011
Project category	Vocational
Funding	
Project contacts	Kristin Brown, Evanston Lighthouse
Partners	Kodaikanal, Tamil Nadu, India Jackson Hole Breakfast, WY, USA Laramie Sunrise, WY, USA Evanston Lighthouse, IL, USA
Related Links	


Delete Project Copy project details to a new project Edit project details

PROJECT PHOTOS AND VIDEOS

Featured projects

Rotary staff review all projects posted on Rotary Showcase. Projects with an inspiring story, effective images, and impact data may be featured on the landing page for 30 days.

SHOWCASE HIGHLIGHTS



Potable Water Project

To help provide potable water to the Rosario National High School and surrounding communities.

Navigation arrows and a progress indicator (a row of six dots, with the second dot from the left filled) are visible below the image.

Send your questions about Rotary Showcase to social@rotary.org.