

Southwest Rotary PETS 2025 Presidents Elect Pre-PETS PRE-PETS Learning Calendar

All Classes listed below are on the My Rotary Learning Center

Recommended Timeline

Month of September– Zoom_Only – Dacdb and ClubRunner Training

September 21	2:00 p.m. EDT(CR) and 3:30 p.m. EDT(DB)
September 25	Dacdb 9 pm EDT
September 26	ClubRunner 9 pm EDT

DGE's review with PEs

Month of October – President Training - General

October 1 - 11	Getting Started with the Learning Center
October 1 - 11	Get Ready – Club Presidents Basics 101
October 12 -25	Managing Club Business
October 12-25	Work with your Club Leadership Team

DGEs review with PEs

Month of November - TRF

November 1-12	Rotary Foundation Basics
November 1-12	Get Ready – Club TRF
November	How to gain access to TRF Reports
November 12, 9 pm	Why TRF? – Martha Peak Helman, TRF Trustee (22-26)- Zoom 9pm EDT

DGEs review with PEs

Month of December - Membership

December 1-16	Membership 101
December 12-24	Health check - Zoom - Lopez
December 12-24	Rotary's Action Plan and You

DGEs Review with Pes

Month of January – Public Image

January 1- 9	Get Ready – Club Public Image Committee
January 1-9	The Rotary Brand – Zoom-Branding-RI
January TBD Zoom	Added Value Session

DGEs review with PEs

Overview

The resources needed to complete these assignments are available on the My Rotary Learning Center. Access and utilize the online materials so that you will be able to:

1. Enter and adjust goals and reports for your Club in Rotary Club Central
2. Access and understand Club reports
3. Access and use trends to assist your planning

My Rotary Learning Center: Month of September

1. Learn how to use database for communication, calendar, reports, etc.
2. Learn website and accounting features
3. Explore use of the IGNITE App

My Rotary Learning Center: Month of October

October 1-11

1. **Getting started with the Learning Center – 15 minutes**
 - a. Set up your personal My Rotary account
 - b. Learn the “how-tos” for accessing the Learning Center.
 - c. Assist you in learning how to set your goals, input your Officers and
 - d. To access the courses outlined for the Pre-PETS classes
 - e. If you have any problems reach out with questions or problems to your DGE for guidance
2. **Club Presidents Basics - Get Ready – 15 minutes**
 - a. This course shares with you a great deal of what you need to know to be prepared in taking on your new exciting role and taking you through the roles and responsibilities
 - b. Helping you prepare and plan for the role and;
 - c. How to build a strong leadership team?

October 12 – 25

1. **Managing Club Business - 30 minutes**
 - a. This takes you through your administrative responsibilities
 - b. Learning about the Club Standards and how your Club operates
 - c. Also, reporting and financial requirements
Online Resources available to you
2. **Working with your Club Leadership Team – 30 minutes**
 - a. Overview of what your Club Leadership Team should look like
 - b. What the board’s role is
 - c. How to work with each other and the District
 - d. How to prepare a Communications Plan?

October

Your DGE will review with you the month of October’s Learning Session, including the “What’s Next” Quizzes posted at the end of each session

My Rotary Learning Center: Month of November

November 1-12

1. **Rotary Foundation Basics – 45 minutes**
 - a. November is Foundation month, this program will give you information regarding The Rotary Foundation’s causes, including eradicating polio
 - b. Our Areas of Focus
 - c. Rotary Grants Programs
 - d. Rotary Peace Centers and Fellowships and.
 - e. How programs are funded
2. **Get Ready – Club Rotary Foundation Committee - 15 minutes**
 - a. This seminar helps you understand your role and that of the Committee
 - b. Talks about promoting The Rotary Foundation and,
 - c. What Online resources are available to you?
3. **How to access Foundation Reports and why? - Zoom**

November

Your DGE will review the month of November's Learning Session, including the "What's Next" Quizzes posted at the end of each session

My Rotary Learning Center: Month of December

December 1-10

- 1. How healthy is your Club?**
- 2. Why is membership important?**
- 3. How to impact your Club Culture?**

December 11-19

- 1. Rotary's Action Plan and You – 15 minutes**
 - a. Learn what Rotary's action plan is, and
 - b. What you can do

December

Your DGE will review the month of December's Learning Session, including the "What's Next" Quizzes posted at the end of each session

My Rotary Learning Center: Month of January

January 1-9

The Rotary Brand Center

- 1. Get Ready – Club Public Image Committee**
 - a. Learn here about what your role is and how to promote your club
 - b. What resources are available to you
- 2. The Rotary Brand**
 - a. Learn the answers to what IS a brand?
 - b. How a strong brand helps YOUR own Club?
 - c. How can YOU strengthen the Rotary Brand?
 - d. Resources that are available to you
 - e. Extra work – create and download your Club logo from The Rotary Brand Central*
- 3. Rotary Brand Center – RI Zoom**

January

Your DGE will review the monthly Learning Session, including the "What's Next" Quizzes posted at the end of each session

February

Recommended each DGE hold a review of the Learning Center topics and maybe hold their own Pre-PETS session, either in person or on Zoom