Club Leader Login

Before You Start

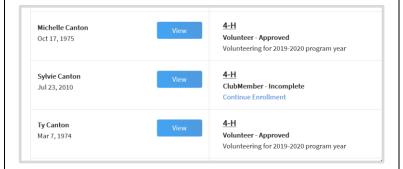
Your enrollment must be approved, and permissions assigned before you can login to the club.

Steps

- 1. Login to 4-H Online with your family's 4-H Online email and password.
- 2. Locate your name in the list of members in your family.
- 3. Click the 'View' button next to your name.

Screenshots

(Screen appearance may vary per state)



- 4. Click on Clubs in the navigation pane on the left side of the screen.
- 5. Click the Manage button for the Club.



- 6. Enter the Unit (Club) PIN provided to you by the Extension Office. If you don't remember what it is, contact us!
- 7. Click the Login button.



8. You will be able to download the Club Roster for your Club. If you save it into Excel there will be two tabs in the worksheet, one says MEMBERS and the second says PROJECTS.

Calvary								Download Roster
Last Name	First Name	Program Age	Email	Role	County	Primary Club	Last Active	Status
Aaker	Fran	10		Youth	Charles	Calvary	2020-2021	Approved
Aaker	Jeremiah	32	aaker@4honline.com	Adult	Charles	Calvary	2020-2021	Approved
Aaker	Timothy	45	aaker@4honline.com	Adult	Charles	Calvary	2020-2021	Approved