

Updating your Member Information in the MMS

All Ruritans are welcome to log on the Member Management System (MMS) and update their own personal data. If you haven't logged on before – call the national office and staff can help you get set up. Once you have your password set up – here are some tips about using the system.

When you first log on – this is the screen you will see. Your “Member ID” will always be your member number. The password is created by you and known only to you. If you need a temporary password to create your own secure password – give the staff a call.

The first screen you will see after logging in is a message screen. Periodically staff or Ruritan leaders will post a timely message there for users.

The next screen you see will depend upon what offices you have held in Ruritan. If you have been a national officer you will land first on the national home page. If you have been a district officer you will land on the district home page (see below). If you have been a club officer you see the club home page. If you have never held an office in Ruritan you will see your own information page. No matter where you land, you can always get directly to your personal data by clicking on “my record” icon. As a user of the MMS and a member of Ruritan, you always have the ability to change your personal data: change your phone number, address, email etc. Remember to always click “update” when you finish. Again – if you have any difficulties – contact the staff for assistance toll free at 877-787-8727.

Member Number

RURITAN NATIONAL
Membership Management System

MEMBER ID:
PASSWORD: **LOGON**

YOUR IP ADDRESS (192.168.100.1) HAS BEEN RECORDED.
Any unauthorized access and/or malicious actions will be investigated and prosecuted to the full extent the law will allow.

You are about to access the PRODUCTION system.
Unique password you create. You may need a temporary password to log on and set up your own password. Contact the national office for more information.

Member Management System
Targeted Broadcast Messages

CONTINUE ON TO MMS

Club Secretaries and others entering NEW members into the MMS: Please be aware that every member must have a HOME phone number entered into their information - even if it is all zeros (i.e. 000 000 0000) New member (and even existing member) data will not be accepted for "UPDATE" or "ADD" without something in those fields. You can also put a cell phone number in the home phone spot if that makes it easier for you.

CONTINUE ON TO MMS

RURITAN NATIONAL
Membership Management System

home **MEMBERS** **GRAPHS** **REPORTS** **ROLES** **HELP** **SECURITY** **LOGOUT**

District - 34 - New River Membership Club Count Trend

Year	Count
2018-11-01	583
2018-12-01	584
2019-01-01	578
2019-02-01	570
2019-03-01	564
2019-04-01	551
Current	536

PROJECTED REVENUE

Member Type	Count	Unit Rate	Quarterly	Yearly
Adult	495	\$11.00	\$5,445.00	\$21,780.00
Bus/Org	5	\$11.00	\$55.00	\$220.00
Youth	21	\$3.75	\$78.75	\$315.00
Ruritan Forever	15	\$0.00	\$0.00	\$0.00
Total	536		\$5,578.75	\$22,315.00

Go to club #: **GO** Go to Member #: **GO**

Member Count - 536 **Membership Count - 536**

60 Day Member Activity

Category	Count
New Members	6
Dropped Members	24

Memberships by Involvement Level

Level	Count
Associate	52
Large	472
Full	6
Honorary	1
Leave	0

Members by Gender

Gender	Count
Female	216
Male	243
Not Designated	77

Memberships by Type

Type	Count
Adult	510
Bus/Org	5
Youth	21

60 Day Club Activity

Category	Count
New Clubs	0
Disbanded Clubs	0

Club Count Comparison Total Clubs - 25

Category	Count
Max	39
Min	14
Avg	23

FIND CLUB BY NAME **MY RECORD**