### Leadership Forum

20 - 22 September 2012 • Indianapolis, Indiana, USA



# Understanding the Chapter Management System

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### Objectives

- Gain a comprehensive understanding of all the tools located within the Chapter Management System
- Learn how to pull a wide-variety of chapter rosters and update chapter leaders on a regular basis

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### What is in the system?

- STTIconnect newsletter editor
- Officer and Committee Chair Report
- Roster Report Tool
- Print on-Demand System
- Online Induction System
- Other important links

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#### Chapter Information

Achieve chapter success by connecting with members, utilizing chapter operations' tools and resources, and planning events.

#### Directory

Search the chapter database by name or Learn more about events and initiatives location

#### Merchandise

Utilize the catalog to help with fund raising, gift-giving, chapter operations, and awards and recognition

#### Management System

Access forms, reports, the induction system, resource database, newsletter editor and print-on-demand items

#### Delegate Information

Learn your responsibilities as a delegate for electronic and in-person House of Delegates meetings

#### Chapter Awards

Apply for international awards and receive guidelines on establishing awards for your chapter

#### Regions

within your region and connect with your regional coordinator

#### Start a Chapter

Receive information and resources about how to start an STTI chapter

#### Tools & Resources

Search by subject, officer position or view an alphabetical listing of resources that provide guidance to accomplish chapter activities

#### Membership Initiatives

Access news and resources to help recruit and engage members

#### What's New

Chapter bylaws must be submitted by 3 August

Are you a new chapter leader? Welcome!

Chapter Annual Reports due 3 August

Request an STTI Board Member to speak at your next chapter event

Help members underwrite dues costs

Membership and Chapter Development DVD

#### Spotlight on Chapters

July Chapter Website of the Month 2012 Chapter Anniversaries



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### Resources

Headquarters
1.888.634.7575 U.S./Canada
+1.317.634.8171 Direct

chapserv@stti.iupui.edu

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### Questions?