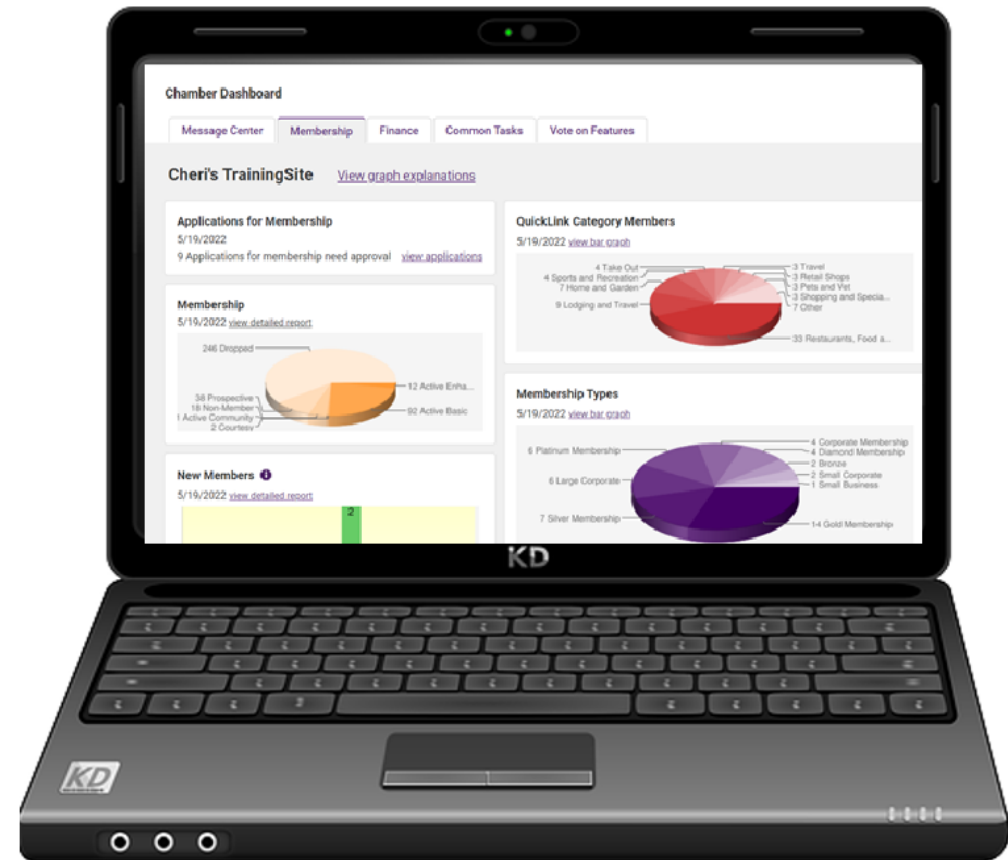


From Member Management to Reports: A Full CM/MZ Walkthrough

Agenda

- Where to get help
 - Support Portal
 - Knowledge Base
- Module overviews
 - Members
 - Groups
 - Communication
 - Events
 - Billing
 - Reports



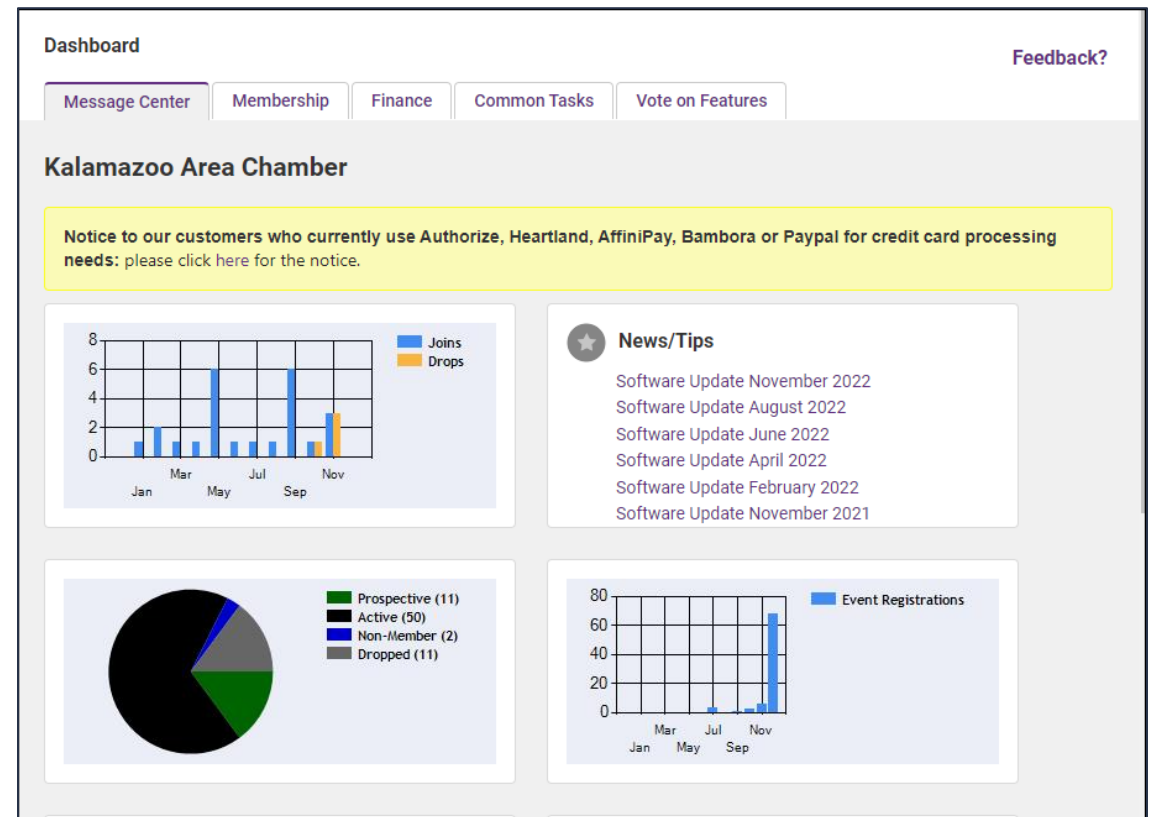
Overview

- Web-based software designed for chambers, associations, and other member-based organizations
 - **Acquire** new members
 - **Retain/engage existing** organizations/individuals
 - Do **more** with **less time**



Database/Staff View

- Manage all contacts and members
- Manage events
- Generate and analyze reports
- Additional modules provided



Member View – MIC

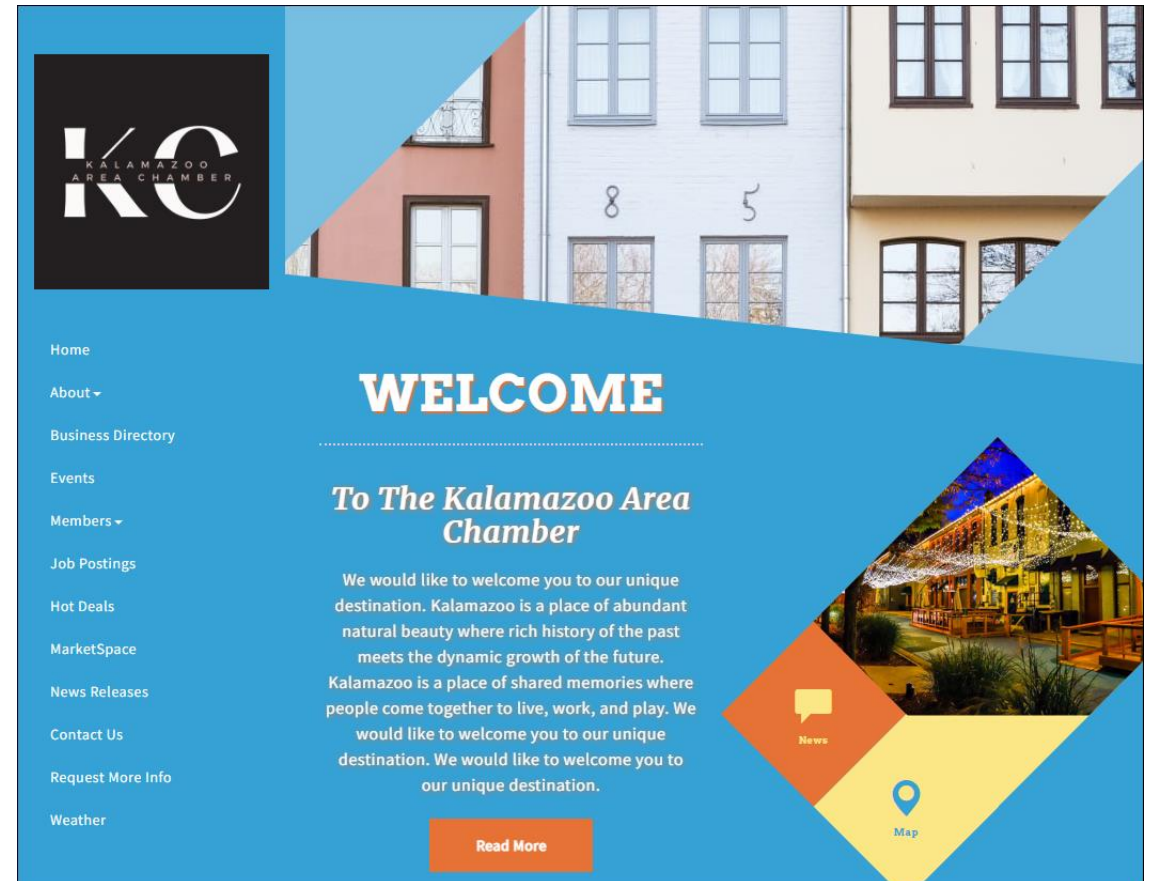
- [Update](#) their own information (photos, directory listing, website, etc.)
- Manage their account
- Pay their bills
- Register for [events](#)
- Enter [Hot Deals](#), Member-to-Member deals, [job postings](#), etc.
- KB: [Member Information Center \(MIC\)](#)

The screenshot displays the Kalamazoo Area Chamber Member Information Center (MIC) interface. At the top left is the Kalamazoo Area Chamber logo. A search bar is located at the top right, with the user logged in as Elizabeth Diephouse and an account settings dropdown. Below the search bar is a navigation menu with icons for Home, Directory, Events, Resources, Reports, News, and Settings. The main content area is divided into several sections:

- Shortcuts:** A vertical list of menu items including Personal Information, Company Information, Hot Deals, Member To Member Deals, Job Postings, MarketSpace, Request for Proposals, and Messages.
- Links:** A section with 'MIC How To's' and a list of links: 'How to Add a Job Posting', 'How to Add a News Release', 'How to Update Your Personal Information', and 'How to Post a Hot Deal'.
- Home:** A central area with a post creation form (Text, Link, Photo, Video) and a post by David Buchanan from The Prairie Bay Restaurant. The post text reads: "Thanks again to everyone who joined us for the charity run on Saturday. We were able to raise over \$10,000 for the local Animal Shelter!" and includes a photo of a group of runners.
- Upcoming Events:** A section for November 2022 featuring the "Harvest Festival 2022" with the text: "Come celebrate the harvest with your friends and neighbors. Festivities ... see more --".
- Member Profile:** A section showing "Your Company Profile is 81%" with an "UPDATE" button.
- Refer a Business for Membership:** A section with the text: "Refer others to the Kalamazoo Area Chamber."
- MemberPlus:** A section with a "NEW LOOK" badge and the text: "Free app that provides".

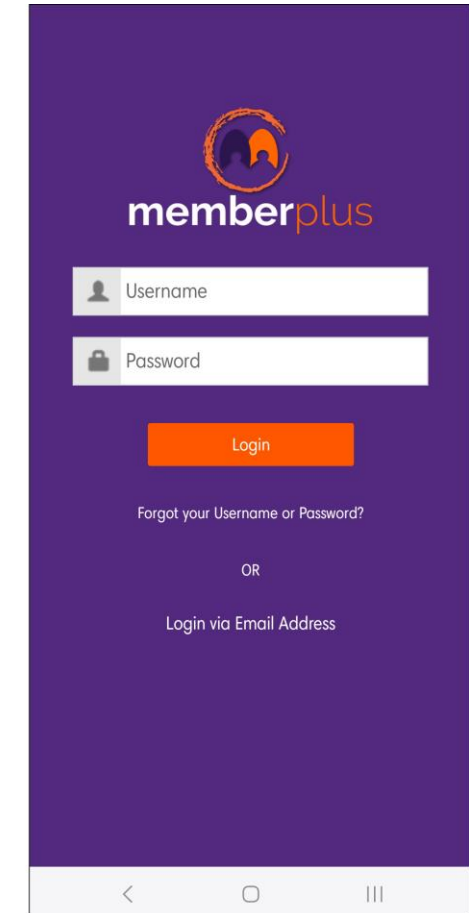
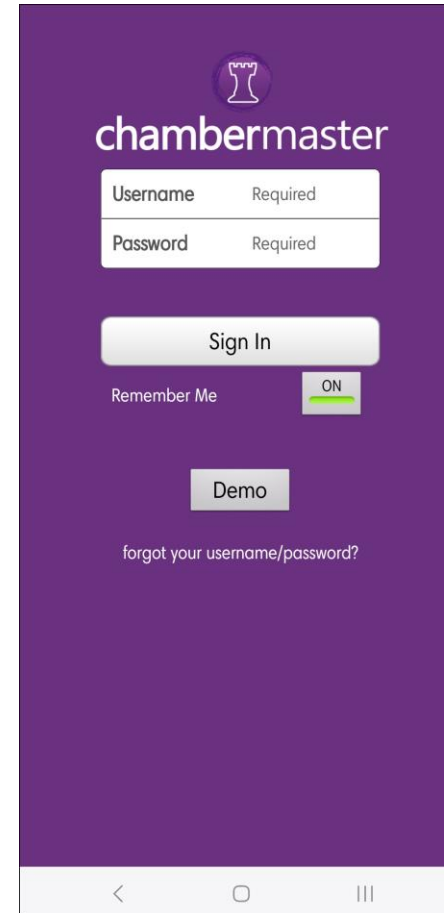
Public View

- Web Modules integrated to public website
 - Member Directory
 - Event Calendar
 - Deals
 - Job Postings
- Any updates to database automatically published to public view
- KB: [Website Modules](#)



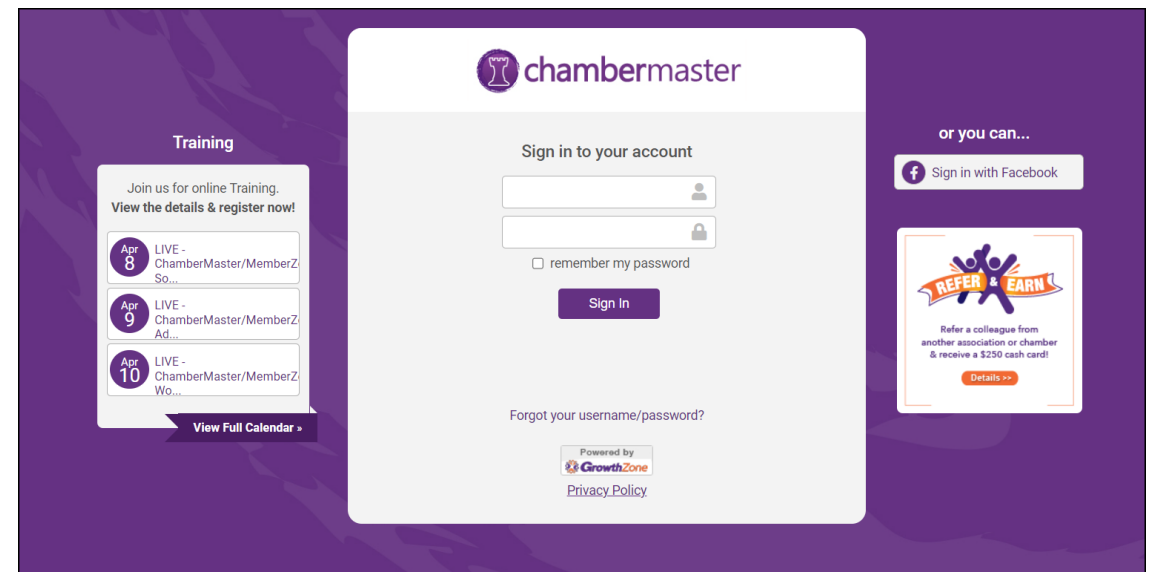
Apps

- StaffApp
 - Add Prospects
 - Check-in attendees to event
 - Send communications
 - View reminders
 - eReferrals
- MemberPlus App
 - Update profile
 - View job postings and deals
 - Access Directory



Access to Software

- Web-based software
 - Available anywhere you have access to the internet
 - Firefox, Chrome, and Safari supported web browsers
- No downloading required
- Onboarding Team assists with login
 - Use admin credentials to add staff members



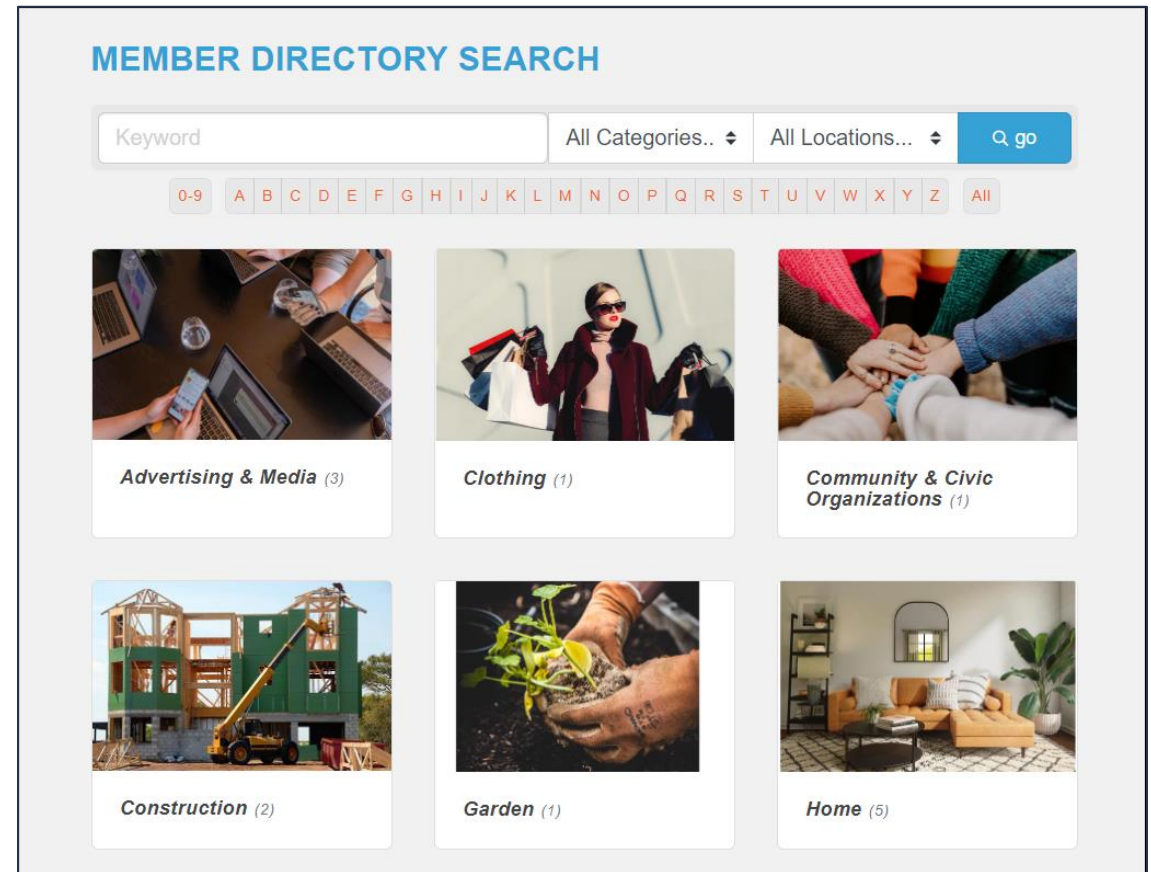
Members

- Manage your members – you'll spend a lot of time in this module
 - Update Contact Information
 - Directory Information
 - Representatives
 - Billing
- KB: Member Management

The screenshot shows the Chambermaster PRO interface for managing a member named Barry's Boats. The left sidebar contains navigation options: Dashboard, Members, Groups, Communication, Events, Jobs, Advertising, MarketSpace, News Releases, Info Request, Billing, Reports, Cloud Drive, Form Builder, eCommerce, Project/Task, Setup, Account, Training, Support Help/Wiki, and Linked Account. The main content area is titled 'Member Management' and features a red-bordered tabbed interface with tabs for General, Reps, Web, Communication, Account, Stats, Benefit Tracking, Advanced, Marketing, Files, and Tasks. The 'General' tab is active, showing the 'Contact Information' section for Barry's Boats. The form includes fields for Company Name (Barry's Boats), Primary Phone ((218) 852-9852), Alternate Phone, Toll-Free Phone, Cell Phone, Physical Address (789 Boat Drive), City (Kalamazoo), State (MI), Zip (49006), and Country. There are also fields for Fax, Email (bboats@mailinator.com), and Website (http://www.barrysboats.com). A checkbox labeled 'Use Physical Address as the Mailing Address' is checked, and the Mailing Address is populated with 789 Boat Drive, Kalamazoo, MI, 49006. Buttons for 'Save', 'Cancel', and 'Merge Into...' are visible. The top of the interface shows 'Members 9 of 72' and 'Barry's Boats' in a search bar, along with 'filter options', 'Find', and '+ Add' buttons. The user is logged in as 'ID:3162, Kalamazoo Area Fake...'.

Member Web Module

- Member information entered in back office displayed on your website in member directory link
- Allows consumer ability to search member database
- Displays member information
- KB: [Directory Overview](#)



The screenshot displays the 'MEMBER DIRECTORY SEARCH' interface. At the top, there is a search bar with a 'Keyword' input field, dropdown menus for 'All Categories..' and 'All Locations...', and a 'go' button. Below the search bar is a navigation bar with buttons for '0-9' and letters 'A' through 'Z', plus an 'All' button. The main content area features six category cards, each with a representative image and a title with a count in parentheses:

- Advertising & Media (3)**: Image of people working at a desk with laptops and a smartphone.
- Clothing (1)**: Image of a woman in a red coat holding shopping bags.
- Community & Civic Organizations (1)**: Image of several hands clasped together in a circle.
- Construction (2)**: Image of a building under construction with a yellow crane.
- Garden (1)**: Image of hands holding a small green plant in soil.
- Home (5)**: Image of a modern living room with a yellow sofa and a potted plant.

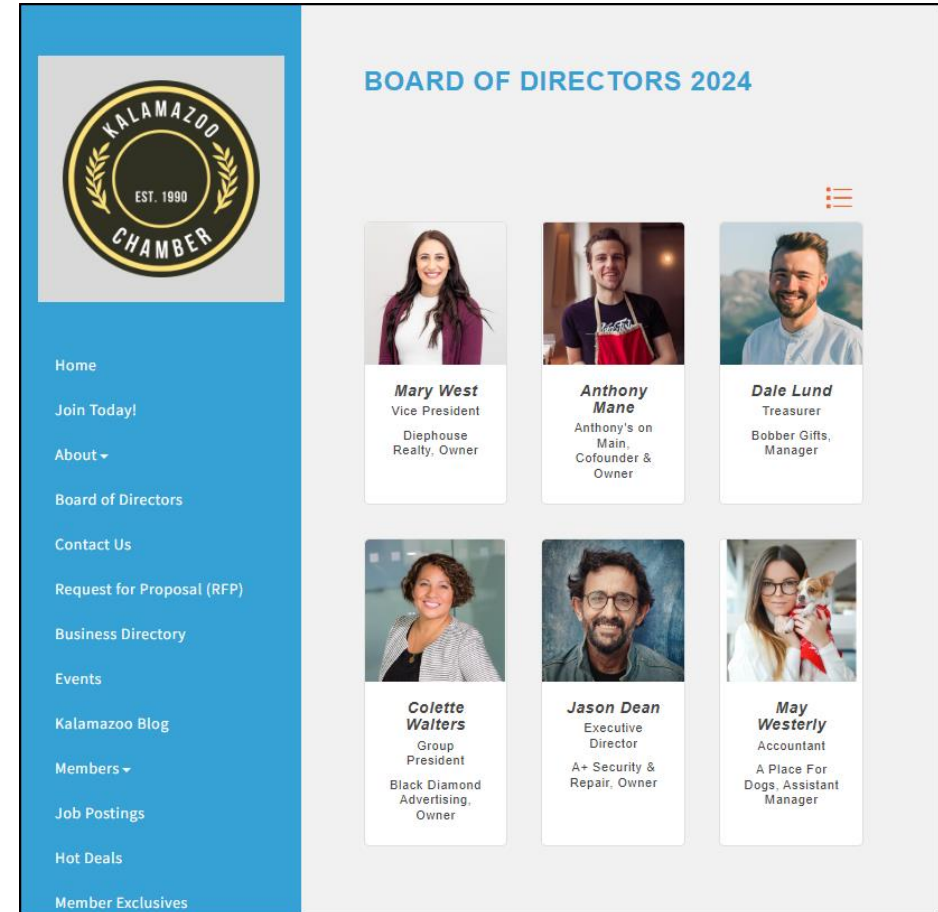
Groups

- Create Groups for quick and convenient mass communication
- Can allow public (non-members) and members to sign up for Groups
 - Members can manage via MIC
- Group Types
- KB: Groups

The screenshot shows the 'Groups' management interface for a group named '2024 Board of Directors'. The interface includes a navigation bar with tabs for 'Home', 'General', 'Roster', 'Fees', 'Sync', and 'Files'. The 'General' tab is active. The group information section includes fields for 'Group Name' (2024 Board of Directors), 'Group Type' (Committee), 'Status' (Enabled), and 'Description'. The 'Date Group Formed' field is empty. The 'Member Options' section includes checkboxes for 'Allow members to view/search this group in Member Information Center.' (unchecked), 'Allow members to join/leave this group within the Member Information Center.' (checked), and 'Display in this section:' with radio buttons for 'Group Participation list' (selected) and 'Rep Interest list'. The 'Public Options' section includes checkboxes for 'Allow the public to view this group roster at /groups/GroupRoster/2024-board-of-directors-71' (checked), 'Allow the public to join/leave this group at /communication' (checked), and 'Additional Options' with checkboxes for 'Display this group name on the Email Subscriptions opt-in/out page.' (checked), 'Disable ability to opt-out from this groups' emails. (also overrides prior email opt-outs)' (checked), and 'Synch this group with Constant Contact.' (unchecked). The 'Group Members' section shows '8 members' and the 'Outlook Email Alias' is '2024-board-of-directors'. At the bottom, there are buttons for 'Save Changes', 'Contact Members', and 'Cancel'.

Group Web Module

- Link displaying designated groups for viewing on your website, giving the members name, title, etc.
- Show committee and board member lists to public
 - Including photos
- KB: Create a Group or Mailing List



The screenshot displays the Kalamazoo Chamber website's Board of Directors page for 2024. On the left is a blue navigation sidebar with the following links: Home, Join Today!, About (with a dropdown arrow), Board of Directors, Contact Us, Request for Proposal (RFP), Business Directory, Events, Kalamazoo Blog, Members (with a dropdown arrow), Job Postings, Hot Deals, and Member Exclusives. The main content area features the Kalamazoo Chamber logo (a circular emblem with 'KALAMAZOO CHAMBER' and 'EST. 1990') and the heading 'BOARD OF DIRECTORS 2024'. Below the heading is a grid of six member profiles, each with a photo, name, title, and company information:

Name	Title	Company
Mary West	Vice President	Diephouse Realty, Owner
Anthony Mane	Anthony's on Main, Cofounder & Owner	
Dale Lund	Treasurer	Bobber Gifts, Manager
Colette Walters	Group President	Black Diamond Advertising, Owner
Jason Dean	Executive Director	A+ Security & Repair, Owner
May Westerly	Accountant	A Place For Dogs, Assistant Manager

Communication

- Send mass emails, letters, faxes, etc.
 - Merge fields easily personalize communication
- Review communication history
- Create and use form letters, templates, etc.
- Schedule Emails
- Send eReferrals
- Log Notes
- Push notifications and SmartText

Dear Anthony's On Main,

Do you have a job vacancy that must be filled right away?

Are you looking for talented new employees?

Do you want to reach a broader employee pool from outside our area?

Submit your job openings now in the Member Information Center by logging in at <http://kalamazoo/login>.

While you are there, take a moment to check out the following:

- **Deals** - offer coupons and special deals; fellow members may be your best customers! When you are done posting your deal, go shopping and encourage your employees to regularly check for member-only specials.
- **Advertise events** - add your events to our online event calendar displayed with quick links; use these links to share on your social media, text to mobile devices, add to your calendar, or email others.
- **Network with other members** - check out other member listings, jobs, and deals.

Log in today at <http://kalamazoo/login> to gain access to all of these features, update your information, and more.

Don't know your login? Enter your email address to be sent a reminder at <http://kalamazoo/login/forgotpwd>

Please contact us with questions or for more information.

Sincerely,

Kalamazoo Area Chamber

1903 W. Michigan Ave.

(123) 456-7890

kalamazoo@mailinator.com

[Check out our website!](#)



Events

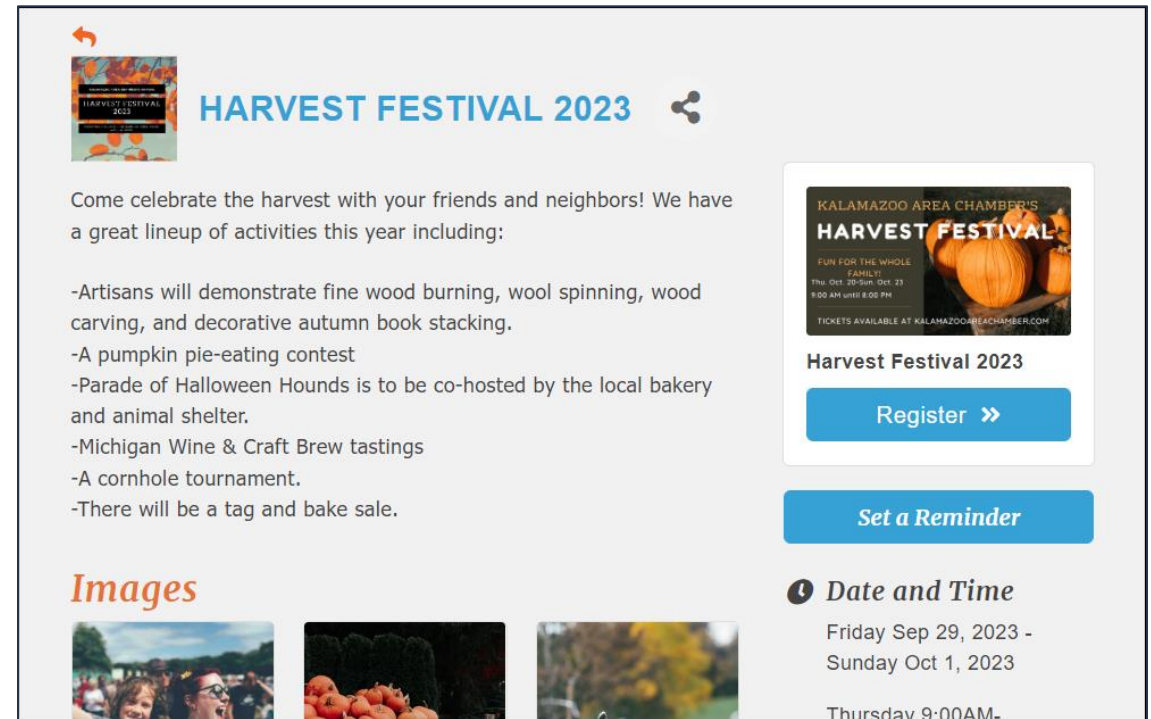
- Complete events management solution
 - Manage [guest list](#)
 - Send [invitations](#)
 - Track [registrations](#)
 - Add [sponsors](#)
 - Create [invoices](#)
 - [Publish](#) event
- KB: [Events](#)

The screenshot shows a web interface for managing an event titled "Harvest Festival 2023". At the top, there are tabs for "Calendar", "General", "Fees", "Sponsors", "Advanced", "Guest List", "Account", "Files", and "Tasks". Below the tabs, the event title "Harvest Festival 2023" is displayed. There are four buttons: "Save", "Cancel", "Preview Event Page", and "Delete Event". A section titled "Event Information" is expanded, showing various settings:

- Title: Harvest Festival 2023
- Time Zone: (GMT-06:00) Central Time (with a dropdown arrow and a checkbox for "Show/Select from all time zones")
- Start Date/Time: 9/29/2023 9:00 AM (with dropdowns for hour, minute, and AM/PM)
- End Date/Time: 10/1/2023 8:00 PM (with dropdowns for hour, minute, and PM, and a link for "same as start date")
- Reminder Date/Time: (empty fields)
- Recurrence: None (with an information icon)
- Approval Status: Approved (with a dropdown arrow)
- Professional Development Hours: (empty input field)
- Display Status: Approved
- Continuing Education Units: (empty input field)
- Limit Attendee Count To: 400 (with a note "(current attendee count: 0)" and an information icon)
- Enable waiting list: (checkbox with an information icon)
- Limit Attendees per Registration: (empty input field with an information icon)

Events Web Modules

- Online Events [calendar link](#)
- Allow online registration
- Customizable event [categories](#)
- [Reminder](#) email option
- Allow public [submission](#) of events (optional)
- KB: [Events](#)



The screenshot shows a web page for the "HARVEST FESTIVAL 2023". At the top left is a small thumbnail image of the festival poster. To its right is the title "HARVEST FESTIVAL 2023" in blue, followed by a share icon. Below the title is a paragraph of introductory text: "Come celebrate the harvest with your friends and neighbors! We have a great lineup of activities this year including:". This is followed by a bulleted list of activities: "-Artisans will demonstrate fine wood burning, wool spinning, wood carving, and decorative autumn book stacking.", "-A pumpkin pie-eating contest", "-Parade of Halloween Hounds is to be co-hosted by the local bakery and animal shelter.", "-Michigan Wine & Craft Brew tastings", "-A cornhole tournament.", and "-There will be a tag and bake sale." Below the list is a section titled "Images" in orange, with three small image thumbnails. On the right side of the page, there is a vertical sidebar. At the top of this sidebar is a larger version of the festival poster with the text "KALAMAZOO AREA CHAMBER'S HARVEST FESTIVAL" and "FUN FOR THE WHOLE FAMILY! Thu Oct 20-Sun Oct 23 9:00 AM until 8:00 PM". Below the poster is the text "Harvest Festival 2023" and a blue button with "Register >>". Below that is another blue button with "Set a Reminder". At the bottom of the sidebar is a section titled "Date and Time" with a clock icon, showing "Friday Sep 29, 2023 - Sunday Oct 1, 2023" and "Thursday 9:00AM-".

Hot Deals and Job Postings

- Added benefit for your members
- Published on your website
- [Hot Deals](#), [Member-to-Member Deals](#), and [Job Postings](#)
- Requires Standard edition or greater



[←](#)

Large 2 Topping Pizza & 2 Pops \$19.99 [↻](#)

📅 Offer Valid: 12/01/2022 - 02/28/2023

Try your new favorite pizza place today!

Enjoy our famous pizza along with free delivery.



Anthony's on Main
📍 5000 Portage Road,
Kalamazoo, MI 49007
📞 867-5309
🌐 Visit Website

This Hot Deal is promoted by Kalamazoo Area Chamber.

[Business Directory](#) / [News Releases](#) / [Events Calendar](#) / [Hot Deals](#) / [Member To Member Deals](#) / [Marketspace](#) / [Job Postings](#) / [Contact Us](#) / [Information & Brochures](#) / [Weather](#) / [Join The Chamber](#)

Job Posting Web Module

- Job posting link that searches the database for available jobs posted by member businesses
- Add images and links
- Reach broad employee pool
- Revenue for posting jobs on your website
- KB: Job Postings



←

Seeking Landscaping Professional

📅 Posted: 10/29/2022 📍 Skilled and Trades

Responsibilities:

- Operates lawn maintenance and snow removal equipment
- Provides lawn maintenance and snow removal services to commercial properties
- Prepare truck, equipment, and materials needed for the day
- Communicate with the crew leader frequently to provide service issues
- Work alongside other crew members



Diephouse Realty
Mary West

📍 123 4th Street,
Kalamazoo, MI
49008

📞 (123) 456-7890

@ Send Email

🌐 Visit Website

Hot Deals Web Module





- Offer coupons and special deals
 - Fellow members can be your best customers!
- Hot Deals [eNewsletter](#)
- KB: [Hot Deals](#)
- Requires Plus edition or greater

Hot Deals

Keyword Category...

Results Found: 4


↓ ↑ Print All

 <p>Free Leash with Purchase of a Collar</p> <p>Free Leash with Purchase of a Collar!</p> <p>A Place For Dogs Valid: 11/01/2022 - 11/30/2022</p>	 <p>Buy One Get One Free T-shirt Deal</p> <p>Buy One Get One Free T-shirt Deal!</p> <p>Tie Dye Designs Valid: 10/01/2022 - 02/25/2023</p>	 <p>Large 2 Topping Pizza & 2 Pops \$19.99</p> <p>Try your new favorite pizza place today!</p> <p>Anthony's on Main Valid: 12/01/2022 - 02/28/2023</p>	 <p>Father's Day Sale</p> <p>All Father's Day gifts 50% off!</p> <p>Bobber Gifts Valid: 09/26/2022 - 06/17/2023</p>
--	---	--	---

MarketSpace

- Designed to market items, specials, or other offerings to members and/or community
 - Classified ads
 - Auction items
 - Real estate listings
- Area specific deals
 - College student discounts
 - Military discounts
- KB: MarketSpace

MarketSpace - Details



Brewery Tour
Kalamazoo Brewery Tours

SEND EMAIL

Offer Valid:
9/29/2022 - 4/30/2023

Phone:
(123) 456-7890

About

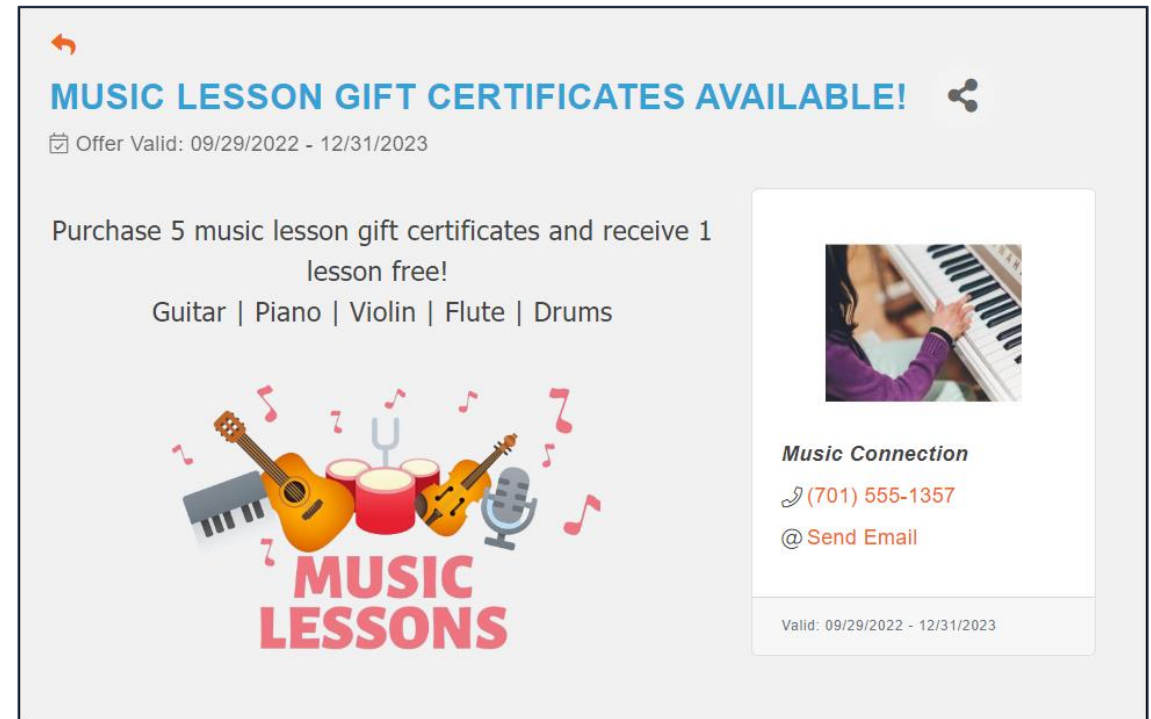
Craft beer lovers are flocking to Kalamazoo to get a taste of our dynamic brewing scene.

Join us for an engaging brewery tour, where we'll take you behind the scenes of some of the coolest craft beer makers in our area. Learn about the process, chat with the brewers, and sample the goods.

All aboard our convenient trolley and engage with other local businesses in a fun and creative way - you'll enjoy a very hoppy experience!

Marketspace Web Module


- Great for marketing miscellaneous items
- Space for rent
- Military discounts
- Student coupons, etc.





The screenshot shows a promotional offer for Music Connection. At the top, there is a blue header with the text "MUSIC LESSON GIFT CERTIFICATES AVAILABLE!" and a share icon. Below the header, a calendar icon indicates the offer is valid from 09/29/2022 to 12/31/2023. The main text of the offer reads: "Purchase 5 music lesson gift certificates and receive 1 lesson free!" followed by a list of instruments: "Guitar | Piano | Violin | Flute | Drums". Below this text is a colorful illustration of various musical instruments including a guitar, piano keys, drums, a violin, and a microphone, with the words "MUSIC LESSONS" written in large, bold, pink letters. To the right of the main text is a white box containing a photo of a person playing a piano. Below the photo, the business name "Music Connection" is listed, along with a phone number "(701) 555-1357" and a "Send Email" button. At the bottom of this white box, the offer validity dates "Valid: 09/29/2022 - 12/31/2023" are repeated.


News Releases




- Publish press releases, event summaries, and business news to website and/or MIC
- Approve submissions by members via MIC
- KB: News Releases
- Requires Plus edition or greater

 **"Kalamazoo's Best Companies to Work For" Winners Announced!**

 October 01, 2022  Awards, Community, Chamber, Human Interest


An independent research firm evaluates nominees based on key measures in categories such as **compensation and benefits**, **employee education and development**, **communication**, **diversity**, **work-life balance**, and more.



Diephouse Realty
Sarah Samuels CFO
 October 01, 2022
 (123) 456-7890
 Send Email

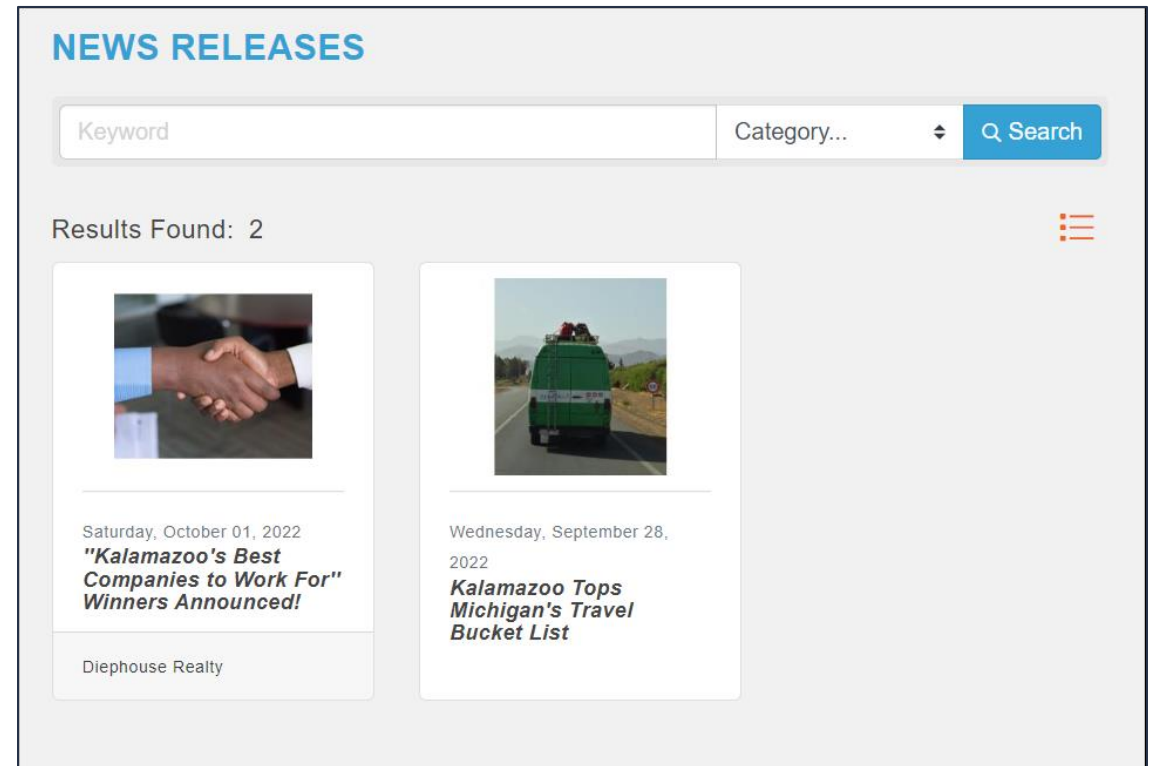
The News

Business DECEMBER 2022



News Releases Web Module

- Link for displaying news articles via public website
- Allow members to submit News Releases for approval via MIC
- KB: [Approve News Release Submitted by Member](#)



The screenshot displays the 'NEWS RELEASES' web module. At the top, there is a search bar with a 'Keyword' input field, a 'Category...' dropdown menu, and a blue 'Search' button. Below the search bar, it indicates 'Results Found: 2' and includes a hamburger menu icon. Two news release cards are shown. The first card features an image of two hands shaking, dated 'Saturday, October 01, 2022', with the headline **"Kalamazoo's Best Companies to Work For" Winners Announced!** and the author 'Diephouse Realty'. The second card features an image of a green van, dated 'Wednesday, September 28, 2022', with the headline **Kalamazoo Tops Michigan's Travel Bucket List**.

Info Request

- Internally enter consumer information requests
- Manage consumer requests
 - Distribute publications
- Utilize Lead Management to distribute leads to members
- Info Request reporting

Information & Publication Request

Areas of Interest

Please specify which of the following you are interested in:

Select all that apply

- | | |
|---|--|
| <input type="checkbox"/> Relocation | <input type="checkbox"/> Visitor Information/Tourism |
| <input type="checkbox"/> Places to Stay | <input type="checkbox"/> Restaurants |
| <input type="checkbox"/> Venues | |

Publications

The following publications and brochures are available:

Select any items that you would like to receive

- Email **269 Things to Do in Kalamazoo**
Two-hundred-sixty-nine is not just the area code for Kalamazoo County. It is also the starting number of unique, off-the-map activities that people can explore in southwest Michigan!
- Email **Kalamazoo County Map**
Kalamazoo County is located in the heart of the Great Lakes region, midway between Chicago and Detroit.
- Email **Kalamazoo Dining Guide**
Foodies and beverage lovers alike, rejoice in Kalamazoo. We're a city full of eclectic tastes and traditional favorites that will satisfy every craving and every taste palate.



Info Request - Web Module

- Consumers request specific information
- Digital publications automatically delivered
- Requests for printed literature queued for [distribution](#)
 - Mailing labels
 - Inventory updated automatically
- Solicit pertinent marketing information
- KB: [Info Request Setup](#)

Publications

The following publications and brochures are available:

Select any items that you would like to receive

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Two-hundred-sixty-nine is not just the area code for Kalamazoo County. It is also the starting number of unique, off-the-map activities that people can explore in southwest Michigan!
- Email **Kalamazoo County Map**
Kalamazoo County is located in the heart of the Great Lakes region, midway between Chicago and Detroit.
- Email **Kalamazoo Dining Guide**
Foodies and beverage lovers alike, rejoice in Kalamazoo. We're a city full of eclectic tastes and traditional favorites that will satisfy every craving and every taste palate.



Reports

- Numerous pre-defined reports
 - Designed to help organization run more efficiently
 - Use as-is or customize to meet organization's needs
- Create your own custom reports
 - Utilize Advanced Custom Report Builder
- KB: Reports

Find + Add Logged in to: ID:3162, Kalamazoo Area Fake...

Reports Feedback?

Access reports designed to help you run your organization more efficiently. Search for a report by keyword, browse by category, view frequently used or the latest new reports. Or build your own custom reports using the Advanced Custom Report Builder. ⓘ

Report Finder

Search by Keyword

Search

Search by Category

- ▶ Popular / Frequently Used
- ▶ Recent
- ▶ Featured
- ▶ Recently Added
- ▶ Membership
- ▶ Advertising
- ▶ Billing
- ▶ Events
- ▶ Information Request
- ▶ Job Postings
- ▶ Website Statistics
- ▶ Quickbooks
- ▶ Sales
- ▶ Member Marketing
- ▶ Executive Dashboards

Reports

Found 3

- Custom Member Report** ▶
Allows creation of a custom membership report. Select your own fields/columns, sorting, criteria, etc.
- Custom Representative Report** ▶
Allows creation of a custom representative report. Select your own fields/columns, sorting, criteria, etc.
- Mailing Labels** ▶
Generates mailing labels for members or their representatives

Need Help?

Billing

- Use Integrated Billing as your billing solution
- Manage all receivables for memberships, events, etc.
- Options to export a file for import to accounting software
- KB: Billing

Find + Add Logged in to: ID:3162, Kalamazoo Area Fake...

Member Name	Balance
A Plus Painting	0.00
A+ Security & Repair	4095.16
ABC Heating & Cooling	-4.16
Ace Hardware	5840.40
Andiamos Italian Restaurant	0.00
Anthony's on Main	-676.25
Back to Basics Wellness C...	1056.17
Ballet Kalamazoo	4903.17
Barry's Boats	5015.75
Bayside Painting Company	392.97
Beautiful Home Interior De...	963.00
Big Foot Shoe Shop	317.49
Black Diamond Advertising	2386.85
Bobber Gifts	1148.31
Cakes by Katie	0.00
Car Dealership	475.00
Clearview Window Repair	792.49
Crystal Clear Window Was...	2250.00
Dana's Fashion Boutique	18819.50
Diephouse Realty	2373.32
Dietrich Farms	5903.06

Member Information

Company Name: [Diephouse Realty](#)
Primary Phone: (123) 456-7890
Fax Number:
Email Address: mwest@mallinator.com
Chamber Rep: Andrew Lewis
Member Type: Nisswa
Billing Contact: [Nicklas Lidström](#) - Manager
1903 W. Michigan
Kalamazoo, MI 49008
(123) 456-7890

Mbr Status: Active
Join Date: 9/1/2022
Drop Date:
Full-Time: 10
Part-Time: 5

[New Invoice](#) [New Sales Receipt](#) [New Payment](#) [New Credit](#) [Apply Credit](#)

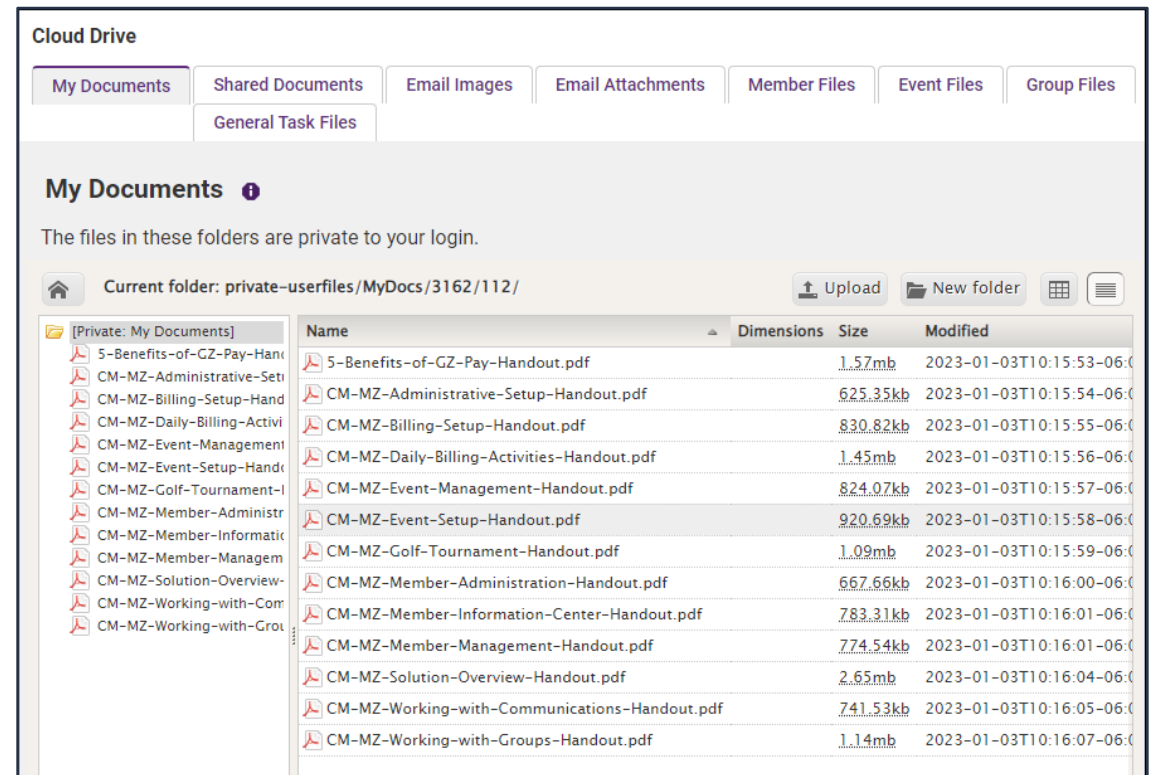
Transaction Date: 4/8/2023 to [more...](#) [Refresh](#)

Don't filter dates

Billing Transactions (76 total transactions)					
Type	Ref #	Invoice #	Date	Amount	Balance
INVOICE	1822	1822	4/4/2024	250.00	250.00
INVOICE	1847	1847	4/4/2024	18.33	18.33
INVOICE	1792	1792	4/1/2024	18.33	18.33
PAYMENT	VISA*4242	1531	4/1/2024	250.00	0.00
PAYMENT	123	1571	3/13/2024	250.00	0.00
INVOICE	1761	1761	3/5/2024	416.67	416.67

Cloud Drive

- Personal Files
- Staff Files
- Member Files
 - Members access the documents via the Member Information Center (MIC)
- Event Files
- Group Files
- KB: Storing Documents in the Cloud
- Requires Plus edition or greater



The screenshot displays the 'Cloud Drive' interface. At the top, there are navigation tabs: 'My Documents' (selected), 'Shared Documents', 'Email Images', 'Email Attachments', 'Member Files', 'Event Files', and 'Group Files'. Below these is a sub-tab for 'General Task Files'. The main area is titled 'My Documents' and includes a message: 'The files in these folders are private to your login.' The current folder path is 'private-userfiles/MyDocs/3162/112/'. There are buttons for 'Upload', 'New folder', and a list view icon. A table of files is shown with columns for Name, Dimensions, Size, and Modified. The files are PDF documents related to various organizational topics.

Name	Dimensions	Size	Modified
5-Benefits-of-CZ-Pay-Handout.pdf		1.57mb	2023-01-03T10:15:53-06:00
CM-MZ-Administrative-Setup-Handout.pdf		625.35kb	2023-01-03T10:15:54-06:00
CM-MZ-Billing-Setup-Handout.pdf		830.82kb	2023-01-03T10:15:55-06:00
CM-MZ-Daily-Billing-Activities-Handout.pdf		1.45mb	2023-01-03T10:15:56-06:00
CM-MZ-Event-Management-Handout.pdf		824.07kb	2023-01-03T10:15:57-06:00
CM-MZ-Event-Setup-Handout.pdf		920.69kb	2023-01-03T10:15:58-06:00
CM-MZ-Golf-Tournament-Handout.pdf		1.09mb	2023-01-03T10:15:59-06:00
CM-MZ-Member-Administration-Handout.pdf		667.66kb	2023-01-03T10:16:00-06:00
CM-MZ-Member-Information-Center-Handout.pdf		783.31kb	2023-01-03T10:16:01-06:00
CM-MZ-Member-Management-Handout.pdf		774.54kb	2023-01-03T10:16:01-06:00
CM-MZ-Solution-Overview-Handout.pdf		2.65mb	2023-01-03T10:16:04-06:00
CM-MZ-Working-with-Communications-Handout.pdf		741.53kb	2023-01-03T10:16:05-06:00
CM-MZ-Working-with-Groups-Handout.pdf		1.14mb	2023-01-03T10:16:07-06:00

Form Builder

- Quickly create and publish custom web forms and surveys
 - Event follow-ups
 - Continuing Education interest surveys
 - Member satisfaction, etc.
- KB: [Form Builder](#)
- Requires Pro edition or greater

Membership Satisfaction Survey

We want to hear from you! Tell us how your membership has impacted you and your business.
This form is being previewed. All form submissions will be ignored.

What industry best describes your business? (Check all that apply) *

<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Restaurant/Food
<input type="checkbox"/> Professional Services	<input type="checkbox"/> Agricultural
<input type="checkbox"/> Retail	<input type="checkbox"/> Financial Services
<input type="checkbox"/> Healthcare	<input type="checkbox"/> Other


How long have you been in business?

Less than a year
 1-3 years
 3+ years

In the past year, have you attended any Chamber functions? *

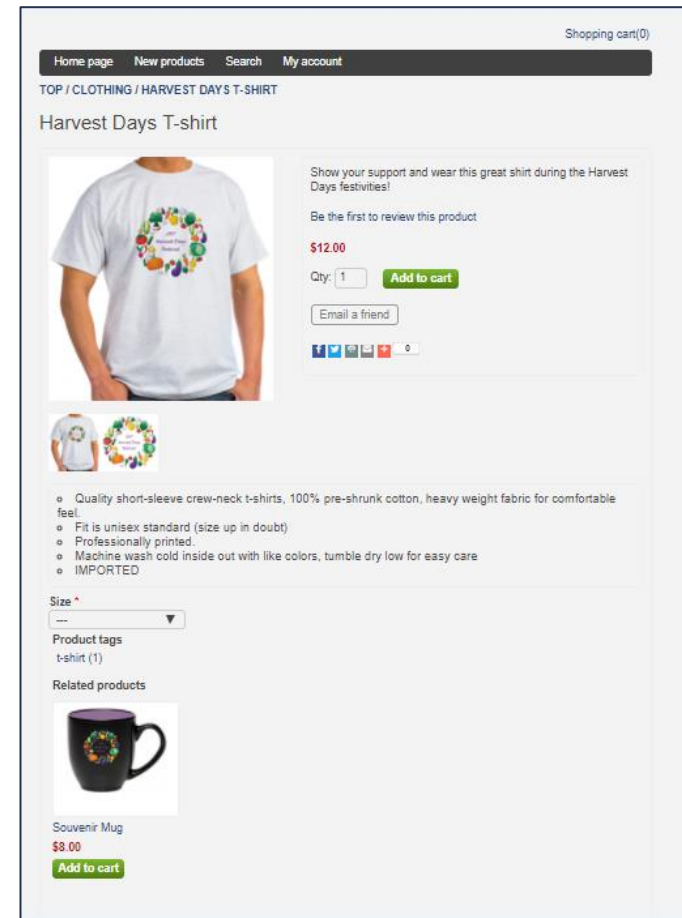
Yes
 No

Please rate your satisfaction with your membership. *
★★★★★
(1 - dissatisfied, 2 - slightly dissatisfied, 3 - neutral, 4 - satisfied, 5 - highly satisfied)

I'm not a robot 
reCAPTCHA
Privacy - Terms

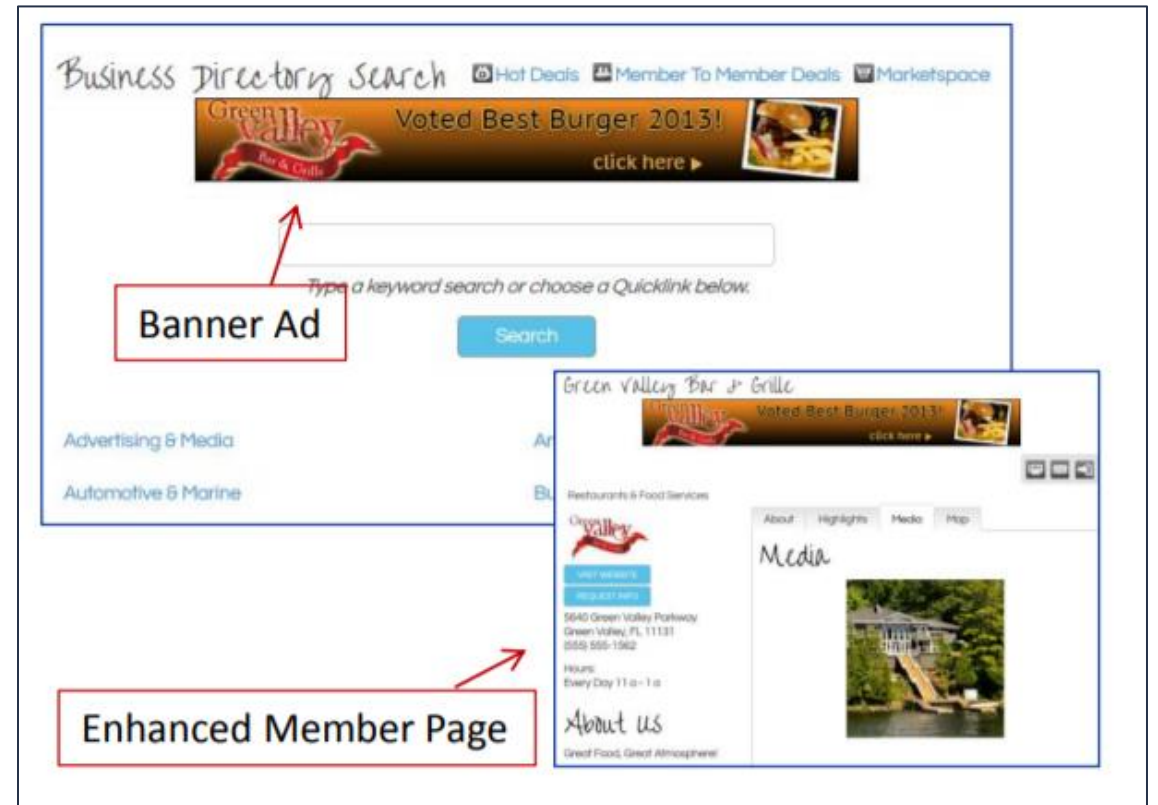
eCommerce

- Can sell items online to your members or general public
 - Including downloadable products
- Available by Request
 - Contact Support to enable
- KB: eCommerce
- Requires Plus edition or greater



Marketing Package

- Sell enhanced member listings and banner ads on your association website
 - Post member Banner Ads on website
 - Enhance a member's Online Directory listing
 - Earn non-dues revenue
- Banner Ad widget
- KB: Marketing Package
- Requires Premium edition or greater



Additional Web Modules

- “Contact Us” link
 - Collect contact information and brief comments/questions
- Member Information Center (MIC) login link
 - Allow members to login to MIC directly from your website
- KB: [Website Modules](#)

CONTACT US

Send us your questions or comments using the form below. We will respond promptly to your inquiry.

Contact Information

* Required field

Name *

Please fill out this field.

Organization

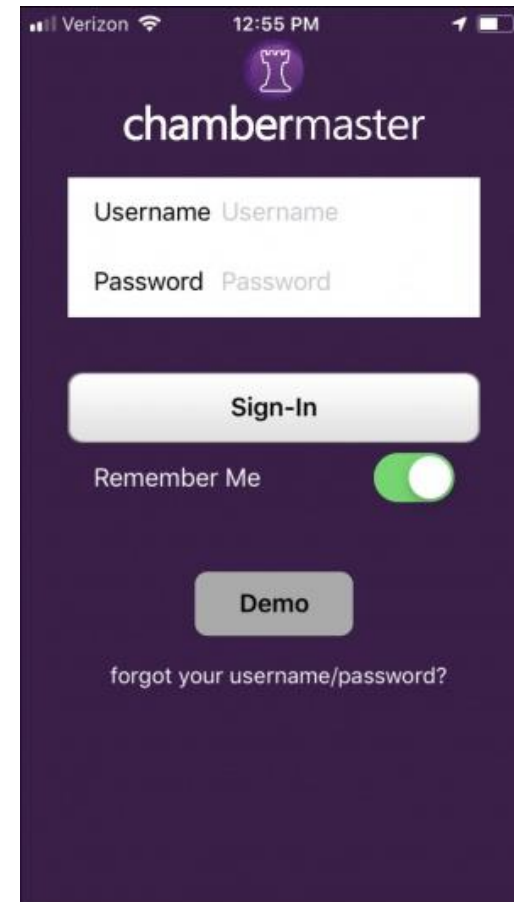
Mailing Address **Mailing Address line 2**

City **State** **Postal Code** **Country**

Country dropdown menu

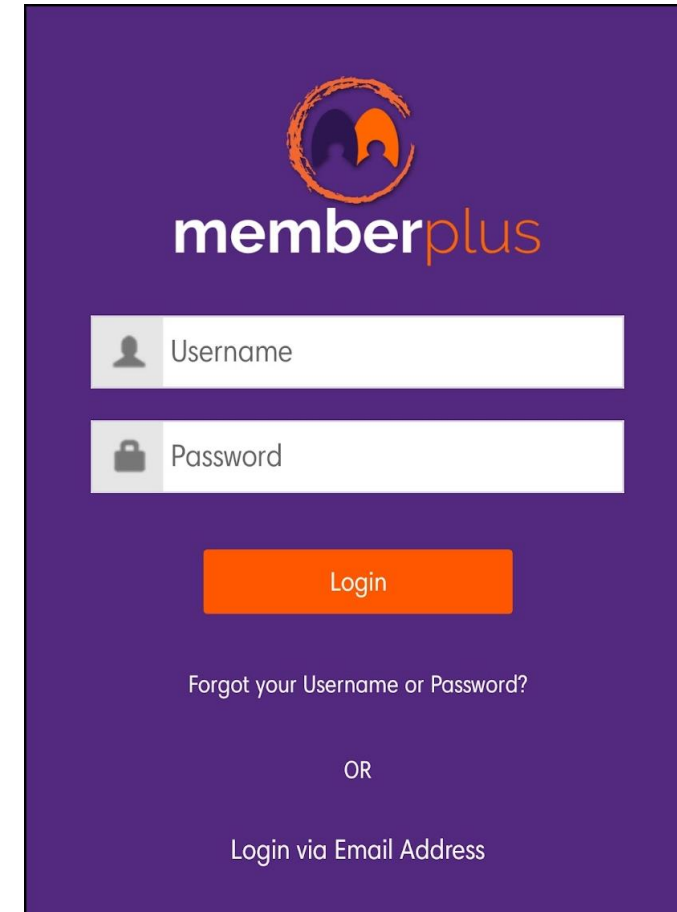
StaffApp

- Mobile companion for staff
- Access database anywhere
- Provides real-time membership information
- [Manage](#) members
- Communicate with members
 - [Call](#)
 - [Community Feed](#)
 - [Email](#)
- [Point of Sale](#) module
- [Check-in](#) event attendees
- KB: [StaffApp](#)



MemberPlus App

- Free mobile app available to all members
- Receive notifications from your organization
- View member listings
- Update their own profile information
- Register, pay and check-in for events
- Interact with other members
- KB: MemberPlus App

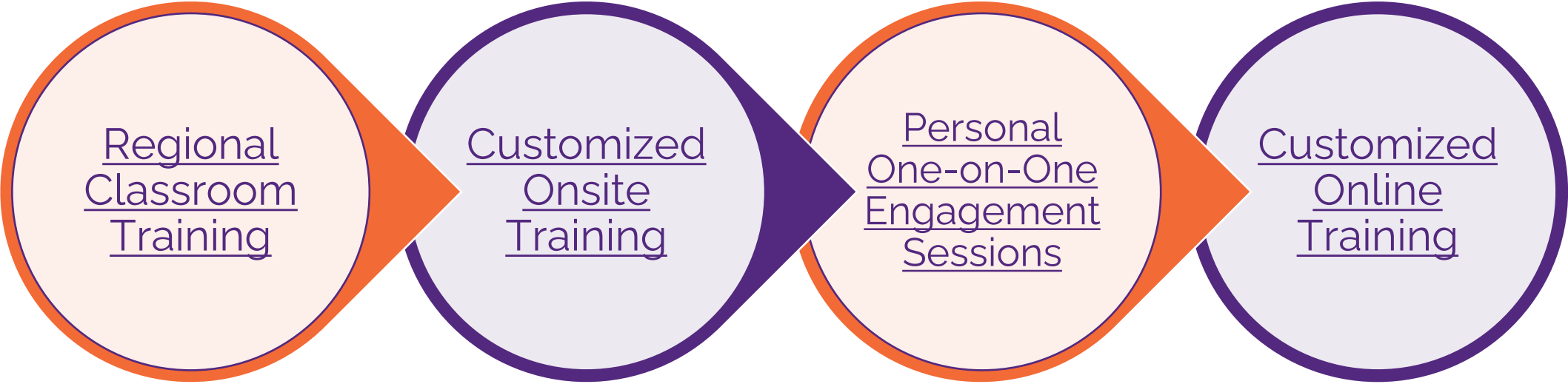


The screenshot shows the login interface of the MemberPlus app. At the top, there is a logo consisting of two stylized human figures in orange and purple, with the text "memberplus" below it. Below the logo are two input fields: "Username" with a person icon and "Password" with a lock icon. A prominent orange "Login" button is centered below the fields. Underneath the button, there is a link for "Forgot your Username or Password?". Below that, the word "OR" is displayed, followed by a link for "Login via Email Address".

Training Resources



Expanded Training Offerings



Questions?