

DEPARTMENT OF MICHIGAN VFW AUXILIARY WEBSITE
Reporting /Members Only
vfwauxmi.org

Login-Only need this if you are REPORTING or Getting on Members Only Page

- Members Only Page
 - Username is your Membership
 - ID-Password is your Last name
 - Roster
 - Work Policy
 - Standing Rules
 - Officers Guide
 - Annual Book
 - Convention Proceedings
 - Dashboard
 - Program Reports
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How to Report Click on Program Reports

Reports

- **Fill In your Information**
 - Auxiliary
 - District
 - Submitter Email
 - Date of Activity

- **Select a Program**
 - Pick your Program
 - **If you want to do more than one project than click on Other and then in the Description box just number your projects. Remember you can make that box grow by clicking on the 3 lines in the bottom right hand corner.**

- **Fill In More Information**
 - Cumulative Hours-All projects total if more than one project
 - Miles-All projects total if more than one project
 - Members-All Projects total if more than one project
 - Dollars Spent/Donated-All Projects total if more than one project
 - Poppies- All Projects total if more than one project
 - Youth-How many Youth took part in all projects
 - Chairman-If you know who this person is please add name
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- **Hit Submit**

We are working on a print button and being able to select more than one program. These are in the works.