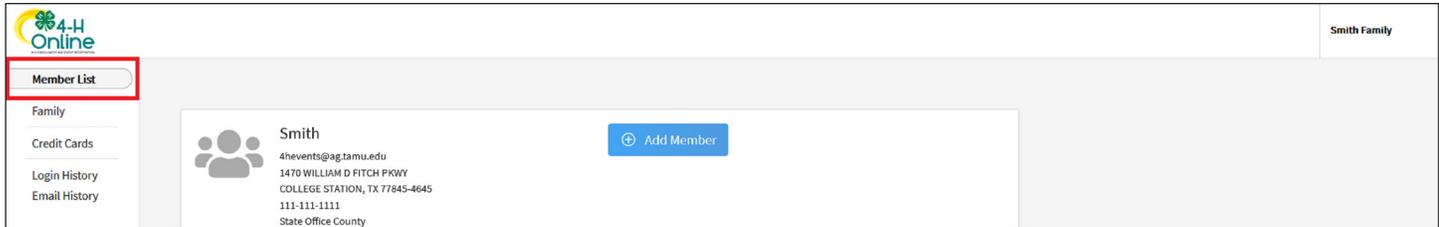
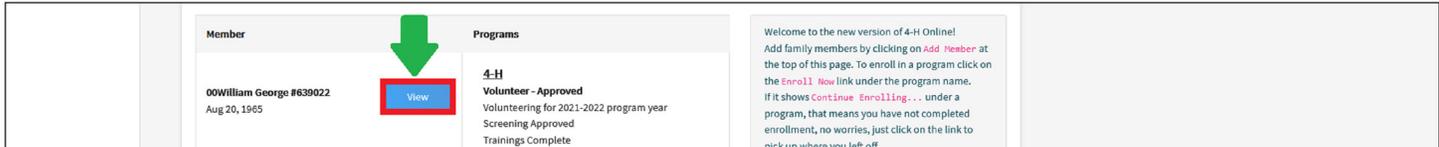


ROSTER

- Login to the Family profile.
- Click the Member List link from the navigation menu on the left side of the screen.



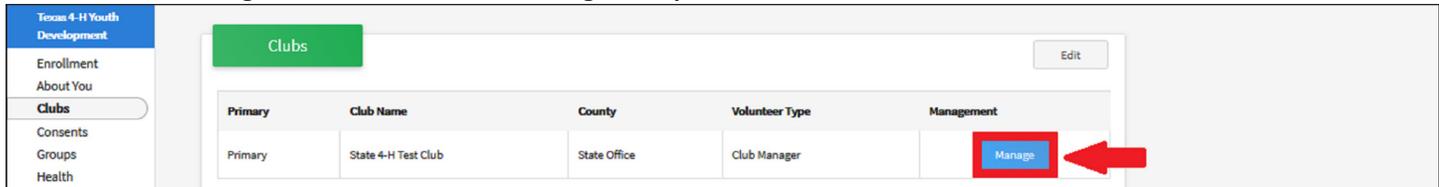
- Click the blue View button beside the approved member's name.



- Click the Clubs link from the navigation pane on the left side of the screen.



- Click the blue Manage button beside the club with granted permission.

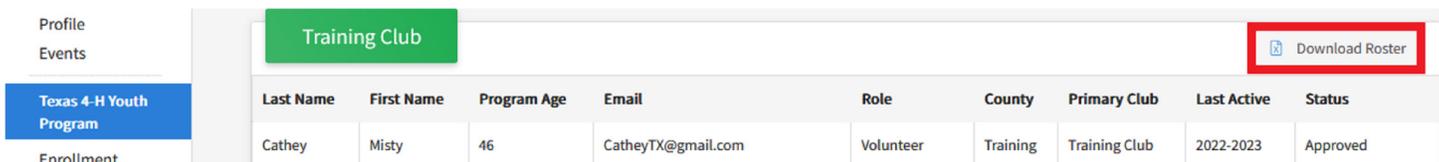


Primary	Club Name	County	Volunteer Type	Management
Primary	State 4-H Test Club	State Office	Club Manager	Manage

- Enter the Club Leader Login Code. The login code and approval must be granted each 4-H year from the local county office.
- Click the blue Login button.



- Click the Download Roster button.



Last Name	First Name	Program Age	Email	Role	County	Primary Club	Last Active	Status
Cathey	Misty	46	CatheyTX@gmail.com	Volunteer	Training	Training Club	2022-2023	Approved

- Open the downloaded file in Excel to sort as needed. There is multiple report columns available including: Member ID, Enrollment Status, Primary Last Name, First Name, Middle Name, Member Email, Program Age, Years In Program, School Grade, Role, Volunteer, Role, Gender, Family Email, Family Phone, Family County, Guardian 1 First Name, Guardian 1 Last Name, Guardian 1 Phone, Guardian 2 First Name, Guardian 2 Last Name, Guardian 2 Phone, Emergency Contact, Emergency Phone, Emergency Email, Emergency Contact Relationship, Address, City, State and Zip

CONTACT THE COUNTY OFFICE FOR INFORMATION NOT AVAILABLE IN THE ROSTER FILE

The members of Texas A&M AgriLife will provide equal opportunities in programs and activities, education, and employment to all persons regardless of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation or gender identity and will strive to achieve full and equal employment opportunity throughout Texas A&M AgriLife.