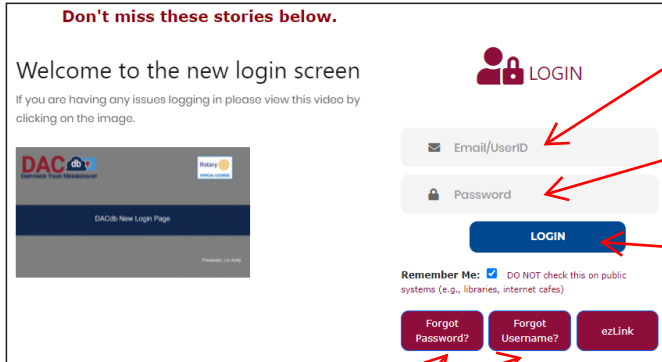
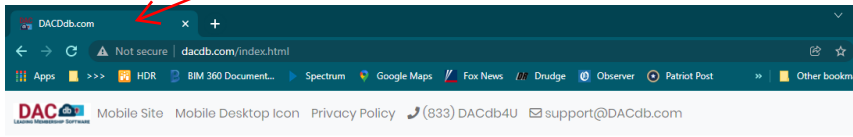


# 1 Step 1 - LOGIN

Go to dacdb.com



Enter your **email** used by Rotary

Enter your **password** if you know it. The first time, use your Rotary Number. You can find it on your Rotary Magazine Label. Your Club Secretary will also have it. You can also use the "Forgot Password" feature

Click **LOGIN**

Use these buttons if necessary

# 2 Step 2 - UPDATE YOUR INFO

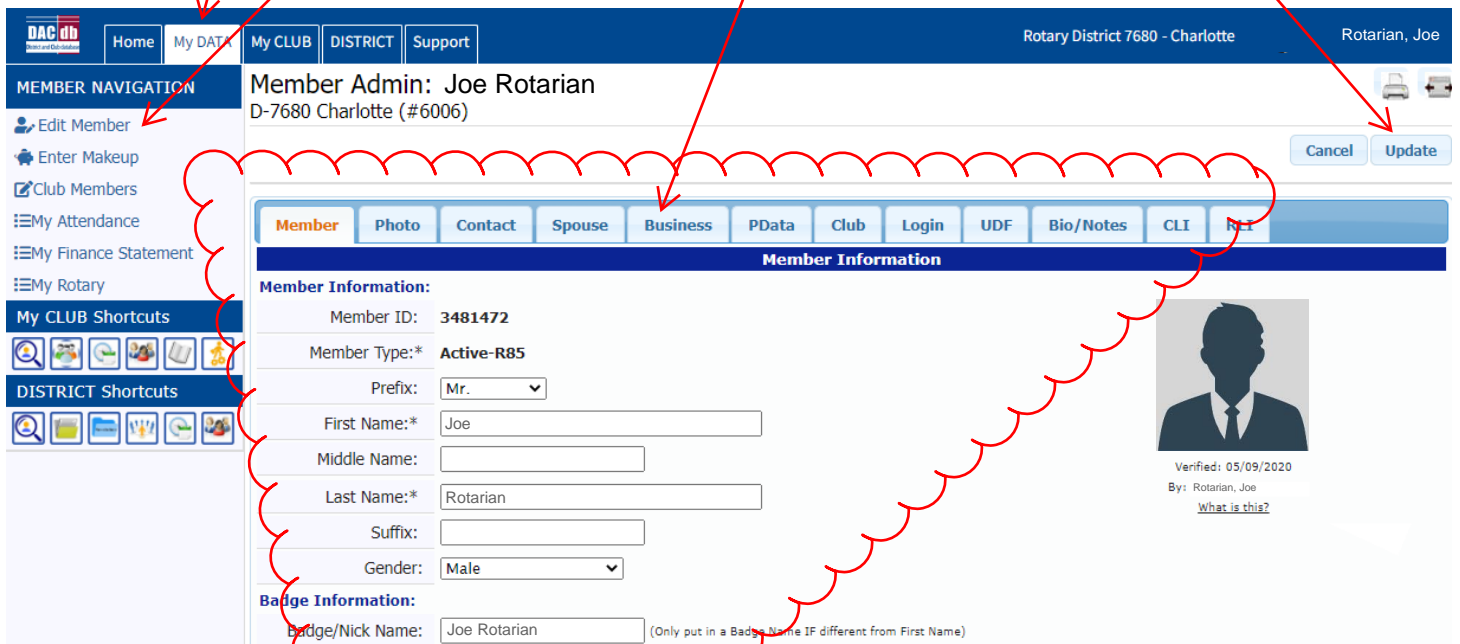


Click on the **MY DATA** Tab

Click on **EDIT MEMBER**

Make changes  
Check each tab

Click on **UPDATE**



# 3

## Step 3 - LOOK UP OTHERS

Click on the **MY CLUB** Tab

Click on **FIND MEMBER**

Later, Explore these other buttons

Type in a Name (any part) or a Business (any part) and click on **Search**

Look at the results and select the correct one, Click on it and you will find all their information

#	Member Name	Club Name	Club Position	Member Type	Business Name	Role	RoleKey
1	Anelli, Nico	Lake Norman/Huntersville		Guest-Rotarian		1-Member	
2	Burgess, Nicole	Gastonia		Active-Corporate	GSM Services	1-Member	
3	Iannelli, Nico	Charlotte Dilworth South End		Guest-Rotarian		1-Member	
4	Iannelli, Nicolino	Waxhaw-Weddington		Active	Marsh & McLennan Agency	7-Account Manager	

# 4

## Step 4 - EXPLORE & MOBILE

Feel free to explore - I am pretty sure you can not break it. Have fun.  
 Click on the District tab, click on the shortcuts, read about clubs and projects, etc.  
 Under support, there are some training videos and on YouTube there are videos.

**DACDB is available as an APP on your phone**, or by browsing [m.dacdb.com](http://m.dacdb.com)