



District Goals & Action Plans Review and Support Tutorial

The submitted district goals and action plans should be reviewed and supported by:

Leadership Development	Membership Development	Service Impact	LCIF Support
Second Vice District Governor	Second Vice District Governor	Second Vice District Governor	Second Vice District Governor
District GLT Coordinator	District GMT Coordinator	District GST Coordinator	LCIF District Coordinator
Multiple District GLT Coordinator <i>(where applicable)</i>	Multiple District GMT Coordinator <i>(where applicable)</i>	Multiple District GST Coordinator <i>(where applicable)</i>	LCIF Multiple District Coordinator <i>(where applicable)</i>
GLT Area Leader	GMT Area Leader	GST Area Leader	Not applicable

The Lions Clubs International (LCI) member identification number of the leaders listed above is required in order to begin the process of reviewing and supporting the district's goals and action plans. If you do not know your LCI member identification number, please contact your club secretary.

The [2018-2019 District Goals](#) webpage contains a link to review and support the district's goals and action plans.

Submission of all four sets of district goals and action plans along with the confirmations of review and support are **due April 30, 2018**.



District Goals & Action Plans Review and Support Tutorial

Note: All of the images shown in this tutorial reflect English examples. [2018-2019 District Goals](#) webpages are available in the standard Lions' languages.

Begin by accessing the [2018-2019 District Goals](#) webpage

1. Select the **Goal Review and Support** link for the goals and action plans you wish to review and support. The process is the same across all four goals and action plans.

Member Center > Lions > Global Action Team > 2018-2019 District Goals

2018-2019 District Goals

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Goal and Action Plan Resources

- Goal and Action Plan Timeline and Process
- FAQs for Goal Submission & Review and Support Process
- Goal Submission Tutorial
- Goal Review and Support Tutorial
- Membership Goal Worksheet
- S.M.A.R.T. Goal Template

Once you have finalized your district's leadership development, membership development, service impact & LCIF support goals and action plans, use the link below to submit your district's final goals and action plans to LCI.

Click the links below to:

- Submit New Goals
- Modify or Enter Additional Goals
- View or Print Goals
- Goal Review and Support ←
- Contact the Global Action Team Support Staff

- Enter your LCI member identification number and the security code included on the form. The security code changes every time you access this page. Please enter the code as it appears on your specific webpage. Click **Next**.
- If your LCI member identification is not accepted by the system, please contact the [Global Action Team Support Staff](#).

2018-19 District Goals and Action Plans

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* Required

Please enter your Lions member id#

*Member #

Please enter this security code below:

0 3 0 8 9

This code must be entered to pr form:

Next



District Goals & Action Plans Review and Support Tutorial

2. A list of districts with goals and action plans for your review and support will appear. If incorrect districts or no district appear for review and support, please contact the [Global Action Team Support Staff](#).

Goal Status Options:

- **Not Submitted:** 1st VDG/DGE has **NOT** submitted the district’s goals and action plans.
- **Submitted:** 1st VDG/DGE has submitted the district’s goals and action plans.

District	Leadership Development	Membership Development	Service Impact	LCIF Support	Goal Review Status	View Goals
10	Submitted	Submitted	Not Submitted	Not Submitted	Not Available	View/Print
1 A	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Available	Not Submitted
1 BK	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Available	Not Submitted
1 CN	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Available	Not Submitted
1 CS	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Available	Not Submitted
1 D	Not Submitted	Submitted	Not Submitted	Not Submitted	Not Available	View/Print
1 F	Not Submitted	Not Submitted	Not Submitted	Not Submitted	Not Available	Not Submitted
1 G	Submitted	Submitted	Submitted	Submitted	View	View/Print

- To view the submitted goals and action plans, select a district and click on the **View/Print** button in the View Goals column.
- To review and provide your support for submitted goals and action plans, select a district and click on **View** in the Goal Review Status column. **Note:** The View link will only be available once all four district’s goals have been submitted.



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3. After the **View** button is clicked, either one of the Review Status Options will appear.

Review Status Options:

- **Pending:** Once a 1st VDG/DGE enters his/her district’s goals and action plans, the support status for all required parties becomes "**pending**"
- **Reviewed:** A required party has "**reviewed**" the district’s goals and action plans submitted by the 1st VDGs/DGEs

4. Click on the “**pending**” button to confirm your review and support of the submitted district’s goals and action plans.

Role	Leadership Development	Membership Development	Service Impact	LCIF Support
Second VDG	Pending	Pending	Pending	Pending
District Coordinator	Pending	Pending	Pending	Pending
MD Coordinator	Pending	Pending	Pending	Pending
Area Leader	Pending	Pending	Reviewed	Pending

5. Click on the checkbox and choose submit to confirm your review and support of the district goals and action plans submitted.

All of the submitted district leadership development, membership development, service impact and LCIF support goals and action plans may be viewed by scrolling down.

After reviewing the district goals and action plans, provide your support by clicking the box below.

I confirm that I have reviewed the district goals and action plans submitted and will take action to support the achievement of these district goals and action plans.

Click "Submit" after providing your support of the district’s goals and action plans.

Submit

Note: All of the positions that need to review goals will see all of the goals submitted (leadership development, membership development, service impact and LCIF support).



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- **Second vice district governors** only need to submit their support **once** to change the review status for all four sets goals and action plans to “reviewed”.
- **A Lion leader** that is required to review and provide their support for more than one set of district goals will need to complete the review and support process for each of their roles to change the review status to “reviewed”. (see the table in step 4)

If you are not able to provide your support for the district’s goals and action plans, please contact the district team to collaborate again and reach a consensus.

6. The 1st VDG/DGE may enter a new goal or modify his/her existing goals using the **Modify or Enter Additional Goals** link. The new and/or modified goal submission **will not require** the second vice district governor, Global Action Team district coordinators/LCIF coordinator, Global Action Team multiple district coordinators/LCIF multiple district coordinator and Global Action Team area leaders to repeat the goal review and support process.

Member Center > Lions > Global Action Team > 2018-2019 District Goals

2018-2019 District Goals

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Goal and Action Plan Resources

- [Goal and Action Plan Timeline and Process](#)
- [FAQs for Goal Submission & Review and Support Process](#)
- [Goal Submission Tutorial](#)
- [Goal Review and Support Tutorial](#)
- [Membership Goal Worksheet](#)
- [S.M.A.R.T. Goal Template](#)

Once you have finalized your district’s leadership development, membership development, service impact & LCIF support goals and action plans, use the link below to submit your district’s final goals and action plans to LCI.

Click the links below to:

- [Submit New Goals](#)
- [Modify or Enter Additional Goals](#) ←
- [View or Print Goals](#)
- [Goal Review and Support](#)
- [Contact the Global Action Team Support Staff](#)

2018-2019 District Goals

- Global Action Team Structure
- Global Action Team Resources
- 2017-2018 Global Action Team Development Plans and Progress Reports
- Global Action Team Multiple District Coordinator Operating Budget
- Global Action Team District Coordinator Operating Budget
- GLT Toolbox
- Global Leadership Team Toolbox



District Goals & Action Plans Review and Support Tutorial

To View, Print or Check the Review & Support Status of Submitted Goals and Action Plans

- From the [2018-2019 District Goals](#) webpage, click the **View or Print Goals** link.

Member Center > Lions > Global Action Team > 2018-2019 District Goals

2018-2019 District Goals

- Global Action Team Structure
- Global Action Team Resources
- 2017-2018 Global Action Team Development Plans and Progress Reports
- Global Action Team Multiple District Coordinator Operating Budget
- Global Action Team District Coordinator Operating Budget
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- Global Leadership Team Toolbox

2018-2019 District Goals

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Click the links below to:

- Submit New Goals
- Modify or Enter Additional Goals
- **View or Print Goals** ←
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District Goals & Action Plans Review and Support Tutorial

- Select the Constitutional Area and/or Multiple District/Single District and/or District using the drop-down fields and enter the security code included on the form. The security code changes every time you access this page. Please enter the code as it appears on your specific webpage. Click **Next**.

Member Center > Lions > Global Action Team > 2018-2019 District Goals > 2018-19 District Goals and Action Plans

2018-19 District Goals and Action Plans

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*Constitutional Area:

Multiple/Single District

View only my goals

Please enter this security code below:
2 3 9 6 1

This code must be entered to proceed with the form:



District Goals & Action Plans Review and Support Tutorial

- A new page will display the status of each district's goals and action plans.

District	Leadership Development	Membership Development	Service Impact	LCIF Support	Goal Review Status	View Goals
1 H	Submitted	Submitted	Submitted	Submitted	<input type="button" value="View"/>	<input type="button" value="View/Print"/>

- Click on the **View/Print** button. A new page will open and display a printable version of all **submitted** goals and action plans. Click on the **Print** button to print the goals and action plans.
- The **View** link will only be available once all of the district's goals have been submitted.
- The 1st VDG/DGE has the option to view only his/her goals. The member ID and the security code included on the form should be entered. Click **Next**. A new page will display the status of each goal and action plan.

View only my goals

* Required

Please enter your Lions member id#

*Member #

Please enter this security code below:

7 8 9 1 9

This code must be entered to proceed with this form:

Questions? Please refer to the [FAQs for Goal Submission, Review and Support Process](#) link on the [2018-2019 District Goals](#) or contact the [Global Action Team Support Staff](#).