

# SeniorSystems

## Alumni Membership Software Features

- Allows the user to view all relevant Membership information from the Constituent Record (see Image 1 below)
- Allows the assignment of specific Membership Groups (see Image 2 below)
- Allows the user to assign a specific Membership to an individual (see Image 3 below)
- Allows the user to send renewal notice letters from two months prior to expiration till one month after (see Image 4 below)

Constituent Maintenance - (Mr. and Mrs. Jasper Argonis)

Name Salutations Address Info Attributes Relation Activity Education Solicitor Mailings  
Prospects Giv. Summary Giv. Detail Track Memberships Media Custom Comments Web ID

Display Pending Memberships  Display Active Only

Constituent

Membership Group	Membership	Beginning Yr	Start Date	Expires	Status	
Science Institute	Family Premium	2005	09-30-2005	09-30-2006	New	Add
						Edit
						Delete

Spouse

Membership Group	Membership	Beginning Yr	Start Date	Expires	Status	
Science Institute	Family Premium	2005	09-30-2005	09-30-2006	New	Add
Art Membership	Individual Art Membership	2005	09-30-2005	09-30-2006	New	Edit
House and Gardens	Patron	2005	08-05-2005	12-31-2005	New	Delete

Marital Status

OK Cancel Print NUM


Alumni Membership Constituent Record Screenshot – Image 1

**Membership Entry**


Membership | Volunteer Activity

Membership

Membership Group: House and Gardens  Send Renewal

Membership: Patron Send Renewal To: 0000059  Mrs. Marcia Argonis

Credit Amount:

Start Date: 06-05-2005 Expires: 12-31-2005 Send I.D. Card To: 0000059  Sent Date: 06-15-2005

Letter Type: House & Garden Volunteer Mrs. Marcia Argonis

Letter Sent Date: 06-05-2005 Category: Walk-In

Comments:

Members

Primary	Name	Salutation
N	Mr. Jasper Argonis	Mr. Jasper Argonis
Y	Mrs. Marcia Argonis	Mrs. Marcia Argonis


Alumni Membership Group Screenshot – Image 2

**Membership Maintenance**

Membership Group: Art Membership

Name: Household

Description:

Fund: FUND MM  Dollar Amount: 65.00

Museum Membership

Salutation: The Smith Family

Renewal Cycle: Annual

Active Membership

Alumni Membership Screenshot – Image 3

**Memberships Renewal Mailing**

Labels/Envelopes | Build Merge File

Name  
 Format: As Saved  
 Select: Individual Addressee  
 Include Maiden Name

Output Type  
 Form Type: Label (Laser 1 x 4) Form Options  
 Start at Label  
 Row: 3 Column: 2

Options  
 Show Count  
 Exclude Blank Addresses  
 Include Send Mail Only  
 Include Lost/Deceased  
 Include Anonymous  
 Active Constituencies Only  
 Renewal Type: 1st Renewal

Query List  
 Select constituents: (All)  
 Sorting conditions: (Default Sort)  
 Gift Options

Select Addresses  
 From Query  Selected Address  
 Primary

Attributes  
 Annual Reports  
 Quarterly Reports  
 No Alumni Event Mail

Membership Type: Benefactor  
 Sent Date: 04-29-2005

Print Update Run WP Close

NUM

Alumni Renewal Notice Letter Screenshot – Image 4