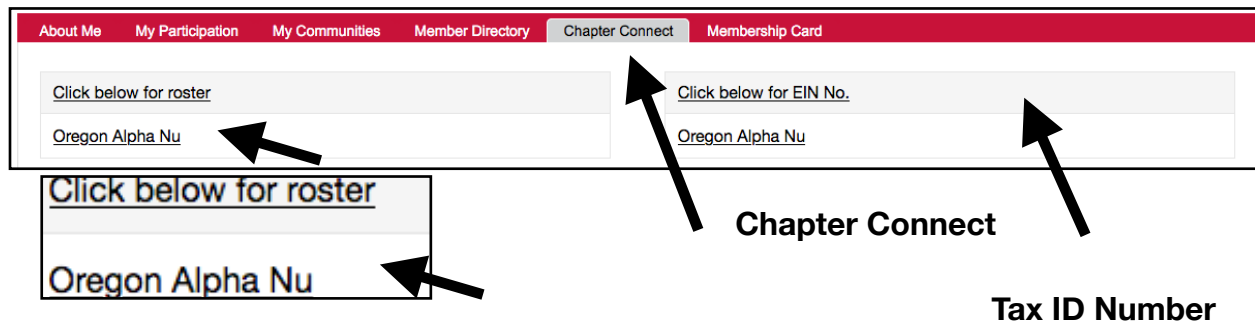


Steps for Presidents to Locate Chapter Members' Information International Website

- I. **Sign In** to the DKG International Website: dkg.org
 - A. User Name
 1. Member ID
 - a) Found on your Membership Card
 - b) Found on address label of any International Publication
 - B. Password: Which you have set



- II. **Double Click** on your name
- III. This takes you to “My Account” page
- IV. Click on the “Chapter Connect” Tab
 - A. **Only Presidents get this Tab**
 - B. Be sure you have sent in information about being the president!!!



- V. Click on “Your Chapter’s Name”

Full Name	Member ID	Member Type	Email	Address	Phone	Initiation Date
-----------	-----------	-------------	-------	---------	-------	-----------------

- VI. You will see all information about your chapter members
 - A. Full Name
 - B. Member ID
 - C. Member Type
 - D. Email
 - E. Address
 - F. Phone
 - G. Initiation Date

- VII. This information can be useful for a number of occasions.