

BNIconnect: Quick Pathways to Success

President

Enter Goals: Operations → Chapter → Manage Goals → Enter Chapter Goals

View Goals: Operations → Chapter → Manage Goals → View Chapter Goals

Sponsorship: Reports → Chapter → Sponsor Report

Vice President

PALMS: Operations → Chapter → Meeting Management → Enter PALMS

VP Report (Personal PALMS for each member in last 4 weeks): Reports → Chapter → VP Report

Pending Applications: Operations → Chapter → Manage Memberships → View Pending Applications

Membership Committee

Upcoming Renewals: Reports → Chapter → Membership Dues Report

Training Report: Reports → Chapter → Member Training Report

Absence: Reports → Chapter → Absence Report

Personal PALMS (for one Member): Reports → Chapter → Personal PALMS Report

Length of Membership: Reports → Chapter → Length of Membership Report

Secretary / Treasurer

Speaker Roster: Operations → Chapter → Meeting Management → View / Edit Speakers

Pending Applications: Operations → Chapter → Manage Memberships → View Pending Applications

Training Report: Reports → Chapter → Member Training Report

Member Details (Bio, GAINS): Reports → Chapter → Member Details

Visitor Host Coordinator

Mark Visitor Attendance: Operations → Chapter → Visitor Registration Portal

Mentor Coordinator

Training Report: Reports → Chapter → Member Training Report

Communications Coordinator

News Feed (appears on bnibc.ca / bni-indiana.com chapter web page): Operations → Chapter → Manage News

Members

Roster: Reports → Chapter → Chapter Roster Report

Member Details (Bio, GAINS): Reports → Chapter → Member Details

My BNI Business (to run personal reports): Click the Home button (picture of the House), options appear in middle right area of page

Change Password / Update Profile: Click the Home button options appear on upper right area of page

Links to Common Functions (customizable): Home → Chapter

Global Support

Click the ? in the upper right area of the page: → Submit a Request