



Internet Society 2009 AMS

(Association Management System)

Overview

Menu items

The screenshot shows the Internet Society website. At the top is a navigation bar with links: Home, My Account, Chapter Management, Meetings, About ISOC, Make a Contribution, and Logout. The 'My Account' menu is open, showing options: View/Edit Profile, My Chapters, Interests & Subscriptions, and Reset Password. A blue callout box points to the 'View/Edit Profile' option and contains the following text:

My Account drop-down allows access to YOUR personal data. From here you can update your profile (including language and date-format preferences), indicate interests, or subscribe to newsletters. All users will have this menu.

Below the navigation bar, the 'InterSoci' logo is on the left, and a welcome message 'Welcome to the Internet Society' is in the center. To the right of the welcome message are four flags: United Kingdom, France, Germany, and Spain. Below the welcome message is a paragraph: 'Internet Society is an independent international nonprofit organisation founded in 1992 to provide leadership in Internet related standards, education and policy around the world.'

On the left side, there is a section titled 'Existing User Login' with a welcome message 'Welcome, AMS2 Test' and a 'Logout' button. Below this is a 'News' section with a list of items: '2009 ISOC Board Elections (17 July 2009)', 'Internet Community & Partnerships (17 July 2009)', and 'INETs building Internet expertise and regional capacity (17 July 2009)'. On the right side, there is a section titled 'Join a Chapter' with a paragraph: 'By joining a Chapter, you can participate in activities on behalf of your chapter. Chapters bring a sharper and create opportunities for those chapters all over the world.' Below this is a 'Join a Chapter' button. Further down is a section titled 'Support the Internet' with a paragraph: 'Support leading research in our industry and ensure that promising up and coming professionals have access to scholarships. Contributions are fully tax-deductible!' Below this is a 'Donate' button. At the bottom right, there is a link 'Renew your Sustaining Membership'.

Chapter Management menu

- Chapter Management shows you the Chapter(s) for which you are an officer

Home My Account Chapter Management Meetings About ISOC Make a Contribution Logout

Internet Society

My Chapters

Any chapters of which you are an officer display below. Click on the Chapter Name to access Chapter Roster and the rest of the Chapter Management area.

Chapter
France Chapter
Germany Chapter (ISOC.DE e.V.)

Member Roster page

Home Chapter Roster Reports Edit Chapter Officers Manage Events Edit Terms Add Members Review

Germany Chapter (ISOC.DE e.V.)

Export button allows export of Roster to .csv file

Send Message allows you to message your members (all or just individuals)

Member Roster

Export Add Member(s) Send Message

ID	First Name	Last Name	Email	Chapter Member Type	Join Date	Expiration Date
388	Konstantin	Agouros	ka@netage.de.sampledata	Member	01/02/2004	
40842	Andreu	Andrew	andrew@andrew.com.sampledata	Member	15/07/2009	
40842	Andrew	Andrew	andrew.crane@aptify.com.sampledata	Member	01/05/2009	30/04/2010

Click the ID number for each Member to see his/her Details page

Shows the type of CHAPTER member (not ISOC Global member)

Dates in International format if you want them (set preference in your profile).
If you don't specify a preference, the date format will default from your selected Country (US will have US format, all others International)!

Add Members page

Use this page to manually add members, or upload via a .csv file (limit 50 members)

[Home](#) [Chapter Roster](#) [Reports](#) [Edit Chapter](#) [Officers](#) [Manage Events](#) [Edit Terms](#) [Add Members](#) [Review Applicants](#) [Process Renewals](#)



Germany Chapter (ISOC.DE e.V.)

Add Members

Germany Chapter

You may add one or more members.

Select one of the following options:

Active. Individual will immediately be added as both a Chapter member and a Global ISOC member.

Pending. Individual will immediately be added as both a Chapter member, and in a pending state. The individual will be reviewed for membership on a later date on the *Review Applicants* screen.

Global. Individual will immediately be added as a Global ISOC member. Individual will not be added as a Chapter member.

Note: Dues amount and currency type are for tracking purposes only. Individuals will not be invoiced for chapter fees via the portal.

no file selected

Delete	First Name	Last Name	Email	City	Country	Membership Start Date	Member Type	Dues Amount	Currency Type	Action Type
Delete	AMS1	Test	ams1@isoc.org	Berlin	Germany	04/11/2009	Member	80	EUR	Active Pending Global

Country defaults to Chapter country, and Currency type to country default currency (may not be enabled for all chapters yet).

Dues amount shows information for tracking only – there will be no invoicing for chapter fees via the portal

Marking an added member as Active makes them appear on the Roster page as a member. Pending means (generally) that you are waiting for some dues or action from that member

Review Applicants page

This page shows all potential members waiting for your approval

[Home](#) [Chapter Roster](#) [Reports](#) [Edit Chapter](#) [Officers](#) [Manage Events](#) [Edit Terms](#) [Add Members](#) [Review Applicants](#) [Process Renewals](#)

Germany Chapter (ISOC.DE e.V.)

Chapter Membership Approval

Here is the list of pending chapter membership applications for your review.

Select one or more applicants and click the Approve button to add them to the Chapter Roster. Alternatively, applicants can be rejected by clicking the Deny button.

Comments can be added to the applicant's Person record in either case, using the Chapter Comments tab.

[Select All](#) [Deselect All](#) [Approve](#) [Deny](#)

Full Name	City	E-Mail	Phone	Date Submitted	Start Date	Member Type	Dues Amount	Currency	Details	Selected	
Chris Pirisino	Rome	chris.pirisino@apti		27/08/2009	27/08/2009	Member	85	Euro	Details	☐	
Rina Pellegrini	Washington	rina.pellegrini@apti		08/09/2009	01/09/2009	Member	100	Euro	Details	☐	
Andrew Kranne	Washington	andrew.kranne@apti		09/09/2009	01/09/2009	Member	100	Euro	Details	☐	

Details allows you to drill down into that person's record

Once approved, the new Member will appear on the Roster page

Process Renewals page

This page allows you to review and then renew Members who may be expiring/have expired

Home Chapter Roster Officers Manage Events Edit Terms Add Members Review Applicants Process Renewals

Germany Chapter (ISOC.DE e.V.)

Chapter Renewals

Members expiring within 31 to 60 days

Select All Deselect All Email Renew Export

ID	Full Name	City	E-Mail	Phone	ISOC Member Type	Start	End	Member Type	Dues Amount	Currency	Details	Selected
5592	Klaus Becker	Mering	klaus.becker@beck	4982333009	Global	01/12/2003	30/11/2009	Member	800	Euro	Details	☐

Use drop-down menu to see different date ranges of members who need to be renewed

Email allows you to launch a WSYWYG editor and email potential renewers

Export will provide a .csv file containing all members displaying in the table view

Chapter Officers page

Displays all current and past chapter officers. Also, specific officers (can be decided per officer Role) are able to **add officers from the current Member Roster** without needing to contact ISOC global. You can also extend or terminate an officer's tenure using the **Edit Role** feature.

[Home](#) [Chapter Roster](#) [Reports](#) [Edit Chapter](#) [Officers](#) [Manage Events](#) [Edit Terms](#) [Add Memb](#)



Germany Chapter (ISOC.DE e.V.)

Chapter Officers

Use this page to manage officers from your chapter.

Clicking **Add Officer** will allow AMS Administrators to assign any chapter member to a new role.

Clicking **Edit Role** will allow AMS Administrators to change the tenure dates for a given role of an officer.

For any chapter officer not carrying the AMS Administrator role, this page will be read-only.

[Home](#) [Chapter Roster](#) [Reports](#) [Edit Chapter](#) [Officers](#) [Manage Events](#) [Edit](#)

Internet Society

Germany Chapter (ISOC)

[Edit Officer](#)

On this page you can extend the tenure of this particular officer, disable the current role for this officer, or entirely. To have this person continue as an officer for your chapter, change the End Date to a date in the future. To change the End Date so it occurs in the past. To remove this officer entirely from all officer duties, you will not hold with your chapter.

Member:

Role:

Role Title:

Start Date:

End Date:

[Return to Officer List](#) [Return to Member List](#) [Submit](#)

Role	Title	Person	Start	End	Details
Chapter AMS Administrator	Alternate Chapter Administrator	Dittler, Hans Peter	01/02/2009	31/01/2010	Edit Role
Chapter AMS Administrator	Deputy President	Crane, Andrew/Aptify	01/10/2009	30/11/2009	Edit Role

[Add Officer](#) [Current](#)

[Home](#) [Chapter Roster](#) [Reports](#) [Edit Chapter](#) [Officers](#) [Manage Events](#) [Edit Terms](#)

Germany Chapter (ISOC.DE e.V.)

Member:

Role:

Start Date:

End Date:

[Return to Officer List](#) [Return to Member List](#) [submit](#)

New Member Self-signup Profile Page

[Home](#) [Meetings](#) [About ISOC](#) [Make a Contribution](#)



Enter user information

Select Membership Level

Select Chapters

Thank you for your interest in joining ISOC!

Before selecting a membership level and joining a chapter, you must first create a user account.

ISOC takes privacy laws seriously. Your data will not be shared with any other organization and will only be used for membership outreach purposes.

To view Internet Society's policy on privacy and data collection, please visit the following [/privacy/](#)

Account Information

*UserID LincolnMcNey

*Email lincoln.mcney@gmail.com

Password

*Repeat Password

* First Name Lincoln

* Last Name McNey

Country Switzerland

Middle Name

Email checked for basic validation. Passwords must match. Blank fields are not allowed, and JavaScript must be enabled

Step-by-step wizard shows where users are in the process. Chapters are referenced all the way through.

By request, very few fields are required for new-member signup. All required fields are grouped together.

New Member Signup

ISOC Membership page

Enter User Information

Select Membership Level

Select Chapters

Membership Levels

ISOC offers two individual membership levels: the **Sustaining Member** and the **Global Member**. Both levels give individuals opportunities to actively participate in ISOC's activities. Individual memberships are for people who share the goal of supporting ISOC's Mission and Principles and agree to ISOC's code of conduct.

Individual members get access to ISOC's conferences, educational events, announcements, briefings, and newsletters. They are invited to participate in ISOC's surveys and discussion groups. Individual members can also participate in ISOC Chapters around the world, helping ISOC to continue to have a global impact by reaching out locally.

The Sustaining Member level includes the additional benefit of allowing individuals to participate in the election of one ISOC Board of Trustee Member, once 500 sustaining members join together under the Organizational Membership plan.

- ☒ Global
- ☐ Sustaining

Next Step

New Member Signup – Chapters

All users at this stage have been created as ISOC Global Members and are now encouraged to join a chapter.

Home My Account About ISOC Meetings Make a Contribution Logout

Internet Society 

Enter User Information Select Membership Level **Select Chapters**

Please select any number of chapters that you might be interested in joining. A chapter officer will contact with more information and application details.

Finish

Tell me more!	Chapter
☐	Algeria Chapter
☐	Argentina Chapter
☐	Armenian Chapter – ISOC AM
☐	Australia Chapter

Users encouraged to join multiple chapters

Since I have expressed interest in two chapters, I will appear on both chapters' Review Applicants pages, and both chapters will receive notifications that an applicant has expressed interest.

☐	Egypt Chapter
☐	England Chapter
☐	Finland Chapter – ISOC-SIY
☒	France Chapter
☐	Gambia Chapter
☐	Georgian Chapter
☒	Germany Chapter (ISOC.DE e.V.)
☐	Ghana Chapter
☐	Greece Chapter

Send us your feedback!

Send comments or suggestions to
ams-project@isoc.org

Thanks!