

# Lions Clubs International Reading Action Program- Activity Reporting



Follow the steps below to report your club's Reading Action Program activities and receive a banner patch award for the first activity you report this fiscal year.

1. Select the month in which your club participated in the Reading Action Program activity.

The screenshot shows the 'Add Activity' form with the following fields: Fiscal Year (2012-2013), Month (April), Signature Activity (None), Activity Type (empty), Activity Title (empty), and Activity Description (empty). The 'Month' dropdown is highlighted with a red box.

2. When selecting the Activity Type, click on "education/language/literacy" under the **Community & Cultural Activity** header.

The screenshot shows the 'Select an Activity Type' dialog box with a grid of activity types. The 'education / language / literacy' option is highlighted with a blue box and a red border. Other options include art / cultural event, sports / recreation event, facility improvement / construction, civic services, food / clothes / toy collection, assistance to school, drug awareness, food bank / food distribution, other community & cultural activity, summer / recreation camp, social / community event, clothes collection, toy collection, life skills / social emotional learning, and competition / contest.

3. Enter an

- Activity Title
- Activity Description
- Activity Data such as number of Lions and Lion Hours (whole numbers only)

The screenshot shows the 'Add Activity' form with the following fields: Fiscal Year (2012-2013), Month (April), Signature Activity (None), Activity Type (education / language / literacy), Activity Title (Reading Day at Elementary School), Activity Description (As part of President Madden's Reading Action Program Campaign, several members of our club spent an afternoon at a local elementary school reading books aloud to children. We also donated 50 new books to the school's library.), Detailed Activity Information (Share this story checked, District-wide Activity unchecked, Engaging our Youth campaign unchecked, Sharing the Vision campaign unchecked, Relieving the Hunger campaign unchecked, Protecting our Environment campaign unchecked), Number of Lions (9), Number of Lion Hours (18), Number of People Served (22), Funds Donated (0), and Funds Raised (0). The 'Activity Title', 'Activity Description', and 'Activity Data' fields are highlighted with red boxes.

4. Share up to two photos of your activity by uploading images (optional).