

**VIRTUAL LEO LEADERSHIP CONFERENCE**

# e-LeoClubHouse

**Leo Zamir Narvaez**  
President-elect, Willemstad Leo Club  
Curacao, Dist. 35-N

Sponsored by the USA/Canada Leo Leadership Foundation

1

1

**e-LeoClubHouse**

**Leo Club Willemstad**  
Willemstad - Curacao

Welcome to the Leo Club Willemstad

This Leoistic year of 2018/2019 is the first year that Curacao has an Alpha Club. Leo Clubs are designed for youth between 12 and 18 years old. This year focuses on the individual and social development of teens and preteens.

We do a lot of fundraisers throughout the year, to then use the money we gather to do different events for the community. An event we will have done is the Give Hope Receive Love. Our most recent "Give Hope and Receive Love" event was really successful, with a lot of Leo's helping out in every way possible.

For the year 2018/2019, and the event Give Hope Receive Love, we held an event called Bookdrive, where we had an event for the We Believe Kids foundation. This foundation takes in children that don't have the means to go to an after school daycare. This day was filled with books, school supplies, food and many more. It was an all-around really fun day for all the kids.

We did a very big event for the year 2018/2019, the Spotlight on Children, Bookdrive. We collected books for over a month, and we donated these to various schools in Curacao, where we also had a presentation on how reading can be beneficial. We collected almost 2000 books from the community and it was received very well. Our end goal was to motivate kids to start or keep reading, and we did our best to reach it.

Find us on Facebook

Like Page

Be the first of your friends to like this

Lions Clubs International News

- Our Response to COVID-19
- Learn More About Leos
- Donate to Campaign 100
- Read LION Magazine
- Explore Our Global Causes
- Meet Our Leaders

Connect with Us Online

1

2

1

# Getting Started

The screenshot shows the 'e-LeoClubhouse' website's 'Getting Started' page. On the left is a vertical navigation menu with links like Home, My Account, Manage Pages, Sort Pages, Manage Account, e-LeoClubhouse User Guide, Members Only User Guide, View Site, Getting Started, Other e-LeoClubhouses, FAQs, Contact Us, and Logout. The main content area is titled 'Manage e-LeoClubhouse Pages Admin' and lists various pages with their types and actions:

Page Name	Page Type	Action	Show / Hide
Home	Public Static	Edit Live Page	
Google Translate Widget			
Facebook URL	http://www.facebook.com/LeoClubWillemsstad	Submit	
Public Calendar			
Photo Gallery			
System Gallery	Public Static	Manage	
flickr Album			
Club Projects	Public Static	Edit Live Page	

To manage your website, you will have to go here first. Here you have choices to do whatever with the pages set there for you.



3

# Account Information

The screenshot shows the 'e-LeoClubhouse' website's 'Account Information' page. The left sidebar has the same navigation as the previous page. The main content area is titled 'Welcome Leo Club Willemsstad' and contains a 'Account Information' form with fields for club details and contacts:

Account Information	
Language	English
Leo Club Name	Leo Club Willemsstad
Sponsoring Lions Club Name	Curacao Lions Club
Lions District	35 N
Lions Multiple District	MD E
Country	Curacao
State	
City	Willemsstad
<b>Alpha</b>	
Leo Club Advisor Name	David Levy Maduro
Leo Club Advisor Email	david.maduro@curanet.com
Leo Club Advisor Phone	59996624262
Leo Club President Name	Nathaniel Yzer
Leo Club President Email	yzna@gmail.com
Leo Club Number	134875
Leo Club Address	Landhuis Klein Kwartier Willemsstad, Curacao
Leo Club Email	info@leoclubcuracao.org
Leo Club Phone	

Here you will be able to add all the information concerning your club, i.e. your official name, your district, country, etc.



4

# Members Only Page

Here you will be able to add pages for your members only. They will have to log in using their email and a given password.

Page Name	Page Type	Action	Show / Hide
Home	Members Only	<a href="#">Edit Live Page</a>	
Member Directory	Members Only	<a href="#">Manage</a>	<input checked="" type="radio"/> <input type="radio"/>
Message Board	Members Only	<a href="#">Manage</a>	<input checked="" type="radio"/> <input type="radio"/>
E-vite	Members Only	<a href="#">Manage</a>	<input checked="" type="radio"/> <input type="radio"/>
Poll	Members Only	<a href="#">Manage</a>	<input checked="" type="radio"/> <input type="radio"/>
Member & Group Recognition	Members Only		<input checked="" type="radio"/> <input type="radio"/>
Newsletter	Members Only		<input checked="" type="radio"/> <input type="radio"/>
Member Calendar	Members Only		<input checked="" type="radio"/> <input type="radio"/>
Text Message Groups	Members Only		<input checked="" type="radio"/> <input type="radio"/>
Group Emails	Members Only		<input checked="" type="radio"/> <input type="radio"/>

5

# Log in

Here you will need to enter your mail that you signed up to Leo Club Willemstad with (the one you receive all the mails on) in the username section. After that, your password in the password section and after that click on **Logging**.

6

# The Members Only Page Home Page

Here is the Members Only Page home page. On here is a short explanation on the website and all its subsections.

7

## Member Directory

The Member Directory is where you will find an excel sheet with the e-mail, phone number, position and other public information exclusive to our Leos and Leo guests.

You can also click on the My Profile section at your top right, taking you to your personal information page. If anything needs changing, feel free to contact the Leo Club Secretary for further assistance.

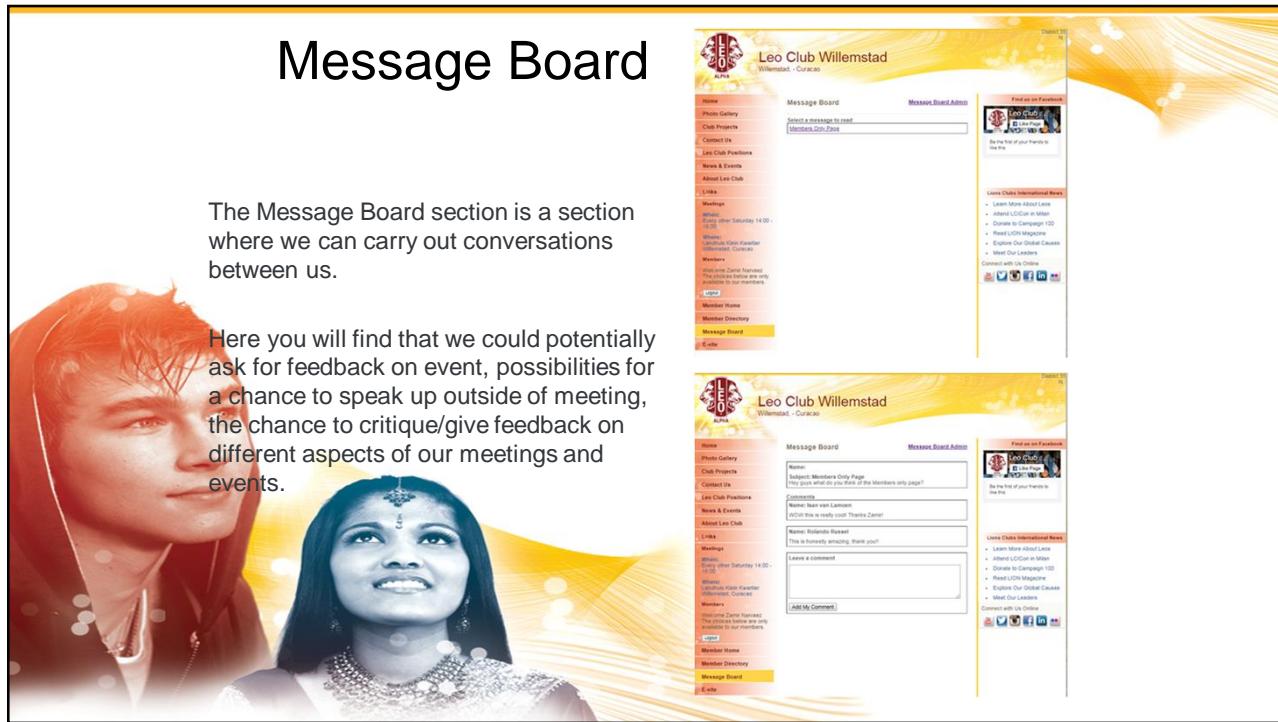


8

# Message Board

The Message Board section is a section where we can carry out conversations between us.

Here you will find that we could potentially ask for feedback on event, possibilities for a chance to speak up outside of meeting, the chance to critique/give feedback on different aspects of our meetings and events.



**Leo Club Willemstad**  
Willemstad - Curacao

**Message Board**

Message Board Admin

Add a message to send:

Members Only Page

Find us on Facebook

Leo Club International News

- Learn More About Leo
- Advertise LCI on Mailer
- Donate To Campaign 132
- Read LCI Magazine
- Explore Our Global Causes
- Meet Our Leaders
- Contact with Us Online

Photo Gallery  
Club Projects  
Contact Us  
Leo Club Positions  
News & Events  
About Leo Club  
Links  
Meetings  
Photos  
Other Saturday 14:00  
Where  
Contact Us  
Members  
Join our Center because the members are always available to our members

Member Home  
Member Directory  
Message Board  
E-site

**Leo Club Willemstad**  
Willemstad - Curacao

**Message Board**

Message Board Admin

Name: Subject: Members Only Page  
This page is only for the members only page!

Comments

Name: Ivan van Lameth  
WCIW is a really cool Theatre Zaterdag!

Name: Rolandus Russel  
This is horribly amazing, thank you!

Leave a comment

Add My Comment

Find us on Facebook

Leo Club International News

- Learn More About Leo
- Advertise LCI on Mailer
- Donate To Campaign 132
- Read LCI Magazine
- Explore Our Global Causes
- Meet Our Leaders
- Contact with Us Online

Photo Gallery  
Club Projects  
Contact Us  
Leo Club Positions  
News & Events  
About Leo Club  
Links  
Meetings  
Photos  
Other Saturday 14:00  
Where  
Contact Us  
Members  
Join our Center because the members are always available to our members

Member Home  
Member Directory  
Message Board  
E-site

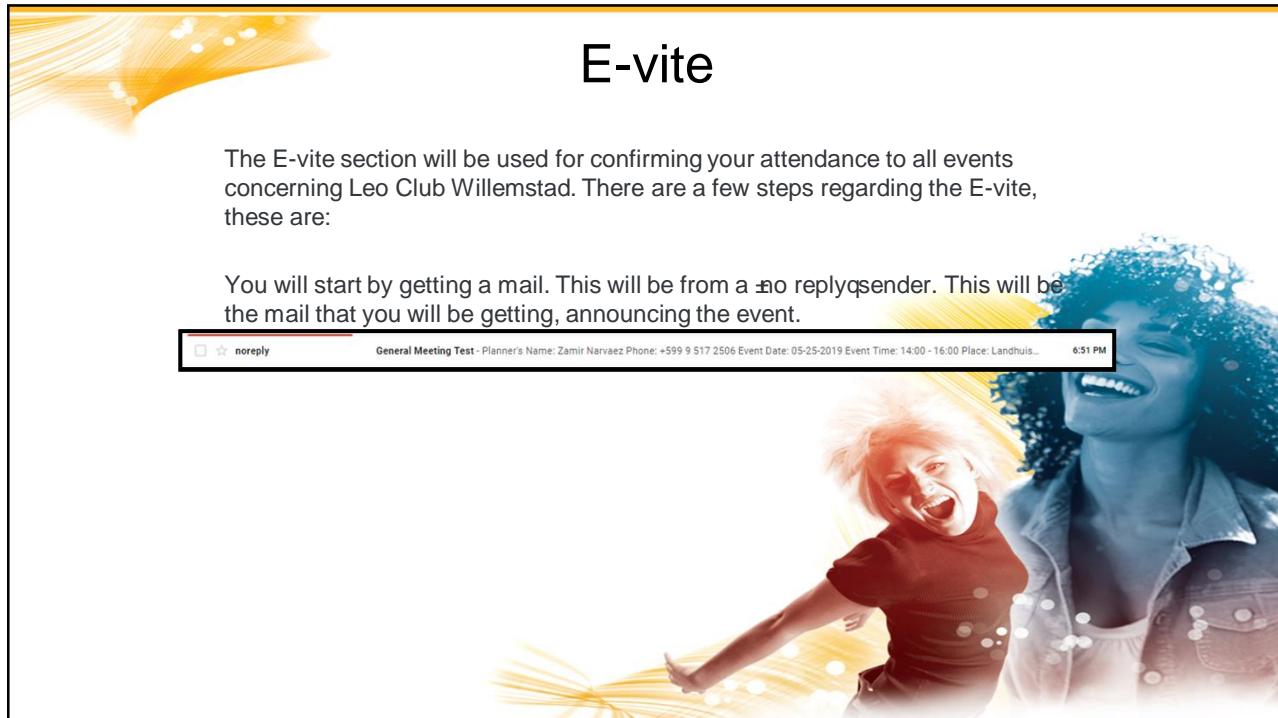
9

# E-vite

The E-vite section will be used for confirming your attendance to all events concerning Leo Club Willemstad. There are a few steps regarding the E-vite, these are:

You will start by getting a mail. This will be from a no reply sender. This will be the mail that you will be getting, announcing the event.

noreply General Meeting Test - Planner's Name: Zamir Narvaez Phone: +599 9 517 2506 Event Date: 05-25-2019 Event Time: 14:00 - 16:00 Place: Landhuis... 6:51 PM



10

Next, after getting the mail, you can read all the information about the event that include:

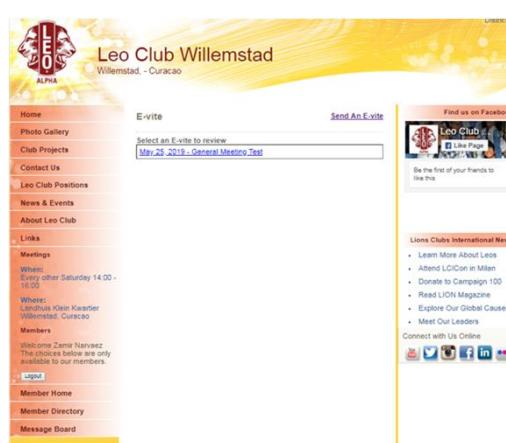
- The event date
- The event time
- The event place
- The deadline for confirming your attendance
- The availability to read our minutes, which can be accessed by clicking on the link next to **View Flyer**




11

After receiving the e-mail, you will confirm your attendance. To do this you will have to go to the E-vite section in the Members Only Page. This can be accessed through the website of course.

After this, you will find a page, containing all your pending e-vites. To confirm your attendance you will have to start by clicking on the e-vite.



12

After this you will see the same invitation you received via e-mail. Below it you will find the %My response section.

There are 3 things you can check; Will Attend, Will Not Attend and Undecided. You will then of course be checking either of the 3 boxes, depending on if you will be attending or not.

If you are attending, be sure to put the number 1 in the Number in my party section before submitting. Be sure to click submit after you check the boxes and insert the number 1 in the 'Numbers in my party' section

On the contrary of past ways of confirming attendance, you will not be able to reply late, seeing that the My response section will be closed after the day ends. If you really have absolutely no idea if you will/can attend the event, be sure to check undecided. But please, make sure you check that box, seeing that I will be able to know that you have replied or not.

Apart from all of that, you can also click on View Flyer which will give you access to the minutes for the previous meeting or the flyer for the event.

13

This concludes the explanation for the Leo Club Willemstad Members Only Page. I hope that I was clear in all aspects

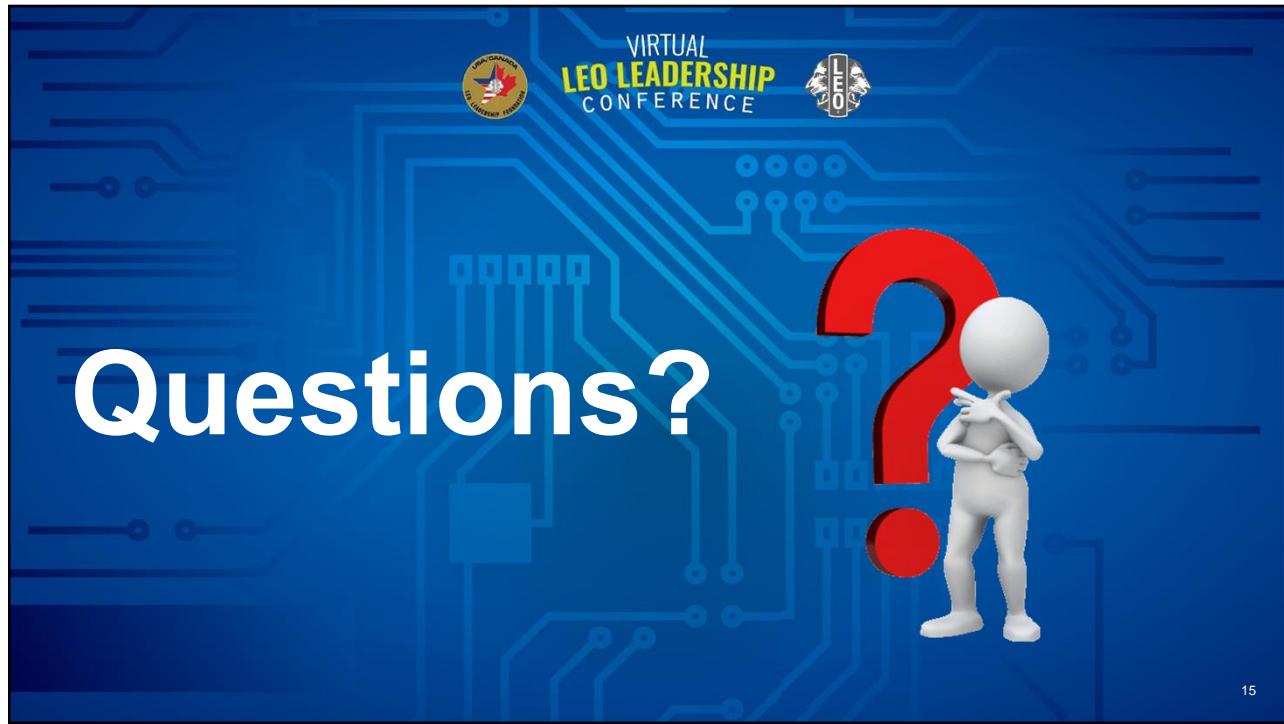
If you:

- Are having complications with the website
- Having trouble logging in
- Have any suggestions on way I could possibly improve the website,

Be sure to contact me via e-mail or Whatsapp.

Website URL: [www.leoclubwillemstad.org](http://www.leoclubwillemstad.org)  
 E-mail: [zamir.narvaez@gmail.com](mailto:zamir.narvaez@gmail.com)  
 Phone number: +599 9 517 2506

14



15