

## Running Member Reports

NOTE: Some of the reports described below are not available in all states.

1. Log in to a Family account in 4HOnline.

2. Click "Continue to Family."

3. Scroll down to the bottom of the "Member List" page, to the grey box labeled "Member Reports."

4. Select the Member's name and the desired report. The report will pop-up in a .pdf document.

NOTE: The internet pop-up blocker must be set to allow pop-ups from 4HOnline.

### Family Report Descriptions

- **Member - Authorization Form:** Printable version of the Authorization agreements signed at the time of enrollment (includes Code of Conduct, Media Release, Release and Waiver of Liability, etc.).
- **Member – Re-Enrollment Form Next 4-H Year:** Pre-filled re-enrollment form for the next 4-H year. Enrollment & Re-enrollment forms do not include Authorizations and Health Form.
- **Member – Re-Enrollment Form Current 4-H Year:** Pre-filled re-enrollment form for the current 4-H year.
- **Member – Enrollment Form (Español):** Member re-enrollment form for the current 4-H Year in Spanish.
- **Member – Enrollment Form (New Adult Member):** A basic enrollment form for New Adult members. This form does NOT include fields for the Volunteer Screening.
- **Member – Enrollment Form (New Youth Member – Español):** Blank youth enrollment form in Spanish.
- **Member – Enrollment Form (New Youth Member) Enrolling in Current 4-H Year:** Blank youth enrollment form dated for the Current 4-H Year.
- **Member – Enrollment Form (New Youth Member) Enrolling in Next 4-H Year:** Blank youth enrollment form dated for the Next 4-H Year.
- **Member Enrollment Invoice:**
- **Member Enrollment History:** A Report of the current enrollment information as well as the Clubs, Projects, Activities, Awards and Groups on the member's record from each year the member has enrolled through 4HOnline.
- **Member – Fair Registration Form:** A quick reference to make notes of desired fair entries that includes the member's current projects.
- **Member – Health Form:** Includes all Health Information entered on the Health Form in the member's enrollment.
- **Project – Listing With Aliases:** Complete list of available 4-H projects as well as county project aliases.

