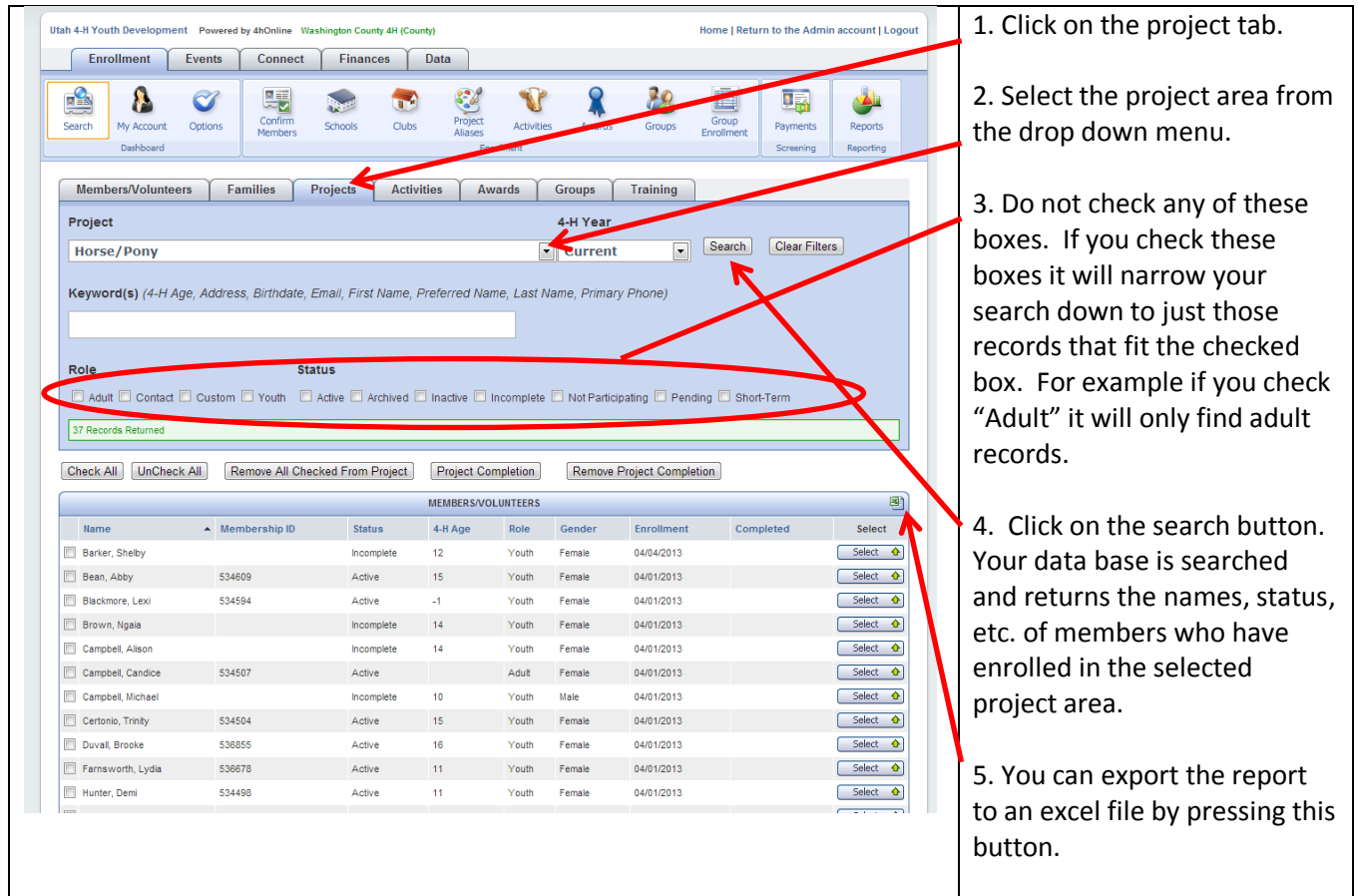


Sorting files by project in 4h online



Utah 4-H Youth Development Powered by 4hOnline Washington County 4H (County) Home | Return to the Admin account | Logout

Enrollment Events Connect Finances Data

Search My Account Options Confirm Members Schools Clubs Project Aliases Activities Awards Groups Group Enrollment Payments Reports Dashboard Screening Reporting

Members/Volunteers Families **Projects** Activities Awards Groups Training

Project
Horse/Pony 4-H Year Current Search Clear Filters

Keyword(s) (4-H Age, Address, Birthdate, Email, First Name, Preferred Name, Last Name, Primary Phone)

Role Status
 Adult Contact Custom Youth Active Archived Inactive Incomplete Not Participating Pending Short-Term

37 Records Returned

Check All UnCheck All Remove All Checked From Project Project Completion Remove Project Completion

Name	Membership ID	Status	4-H Age	Role	Gender	Enrollment	Completed	Select
<input type="checkbox"/> Barker, Shelby		Incomplete	12	Youth	Female	04/04/2013		Select
<input type="checkbox"/> Bean, Abby	534609	Active	15	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Blackmore, Lexi	534594	Active	-1	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Brown, Ngala		Incomplete	14	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Campbell, Alison		Incomplete	14	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Campbell, Candice	534507	Active		Adult	Female	04/01/2013		Select
<input type="checkbox"/> Campbell, Michael		Incomplete	10	Youth	Male	04/01/2013		Select
<input type="checkbox"/> Certonio, Trinity	534504	Active	15	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Duvall, Brooke	536855	Active	16	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Farnsworth, Lydia	536978	Active	11	Youth	Female	04/01/2013		Select
<input type="checkbox"/> Hunter, Demi	534498	Active	11	Youth	Female	04/01/2013		Select

1. Click on the project tab.
2. Select the project area from the drop down menu.
3. Do not check any of these boxes. If you check these boxes it will narrow your search down to just those records that fit the checked box. For example if you check "Adult" it will only find adult records.
4. Click on the search button. Your data base is searched and returns the names, status, etc. of members who have enrolled in the selected project area.
5. You can export the report to an excel file by pressing this button.