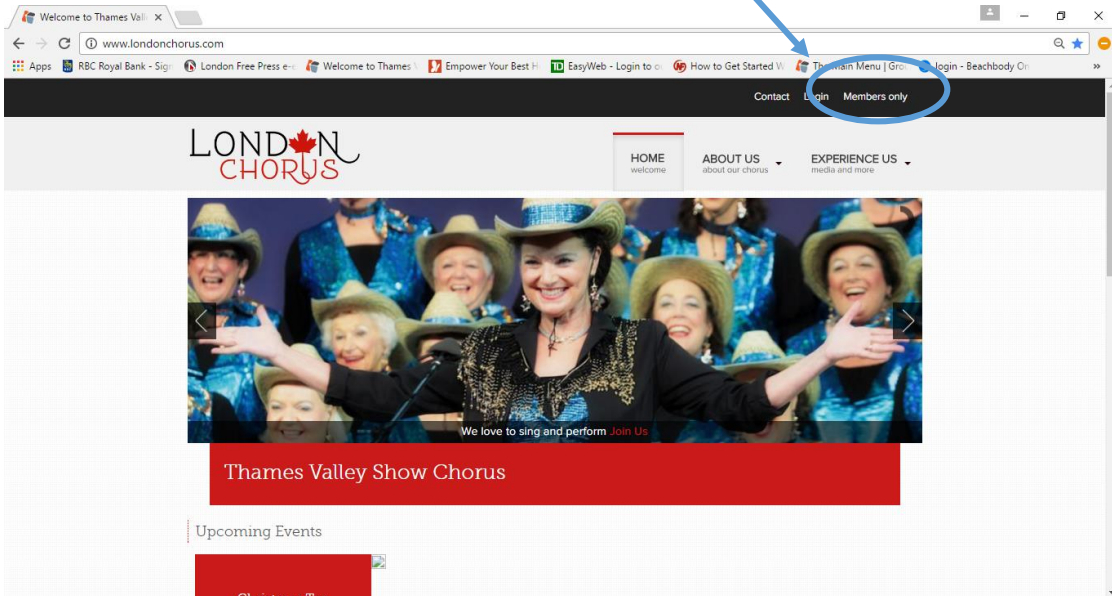


Welcome to Groupanizer!

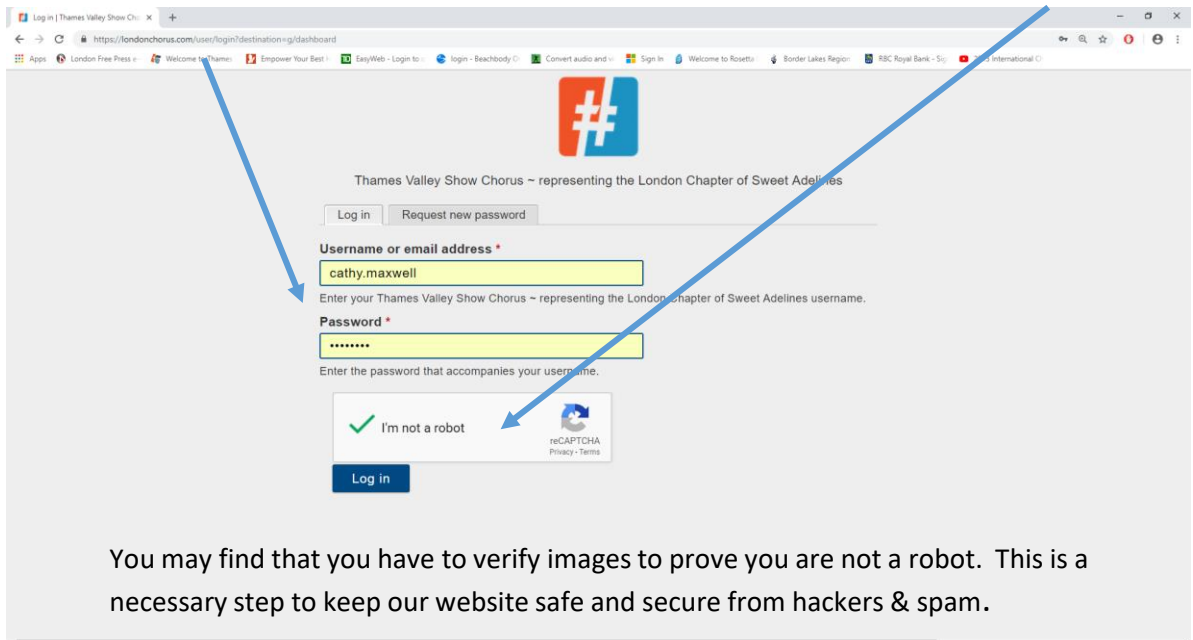
How to use **our** Chorus Site for **your** benefit

url: www.londonchorus.com

Click on “Members Only”



Fill in your User Name and password and check off that you are not a robot



You may find that you have to verify images to prove you are not a robot. This is a necessary step to keep our website safe and secure from hackers & spam.

You are in and on your Main Dashboard screen!
 Here you can wander through the site to check out all sorts of information about our Chorus, Music, Rehearsals etc.

The screenshot shows the 'Main Dashboard' for the Thames Valley Show Chorus. The page is organized into several key sections:

- Upcoming events:** A table listing events from Nov 21 to Dec 22, including Regular Rehearsals, Board Meetings, Christmas Tea, and Concerts.
- Tako Note:** A section for informational updates, including a notice about the 'Groupanzer's Getting Remodeled' and a 'Fall Border Lights' announcement.
- Fall Border Lights:** A specific announcement regarding the lighting display.
- Attachments:** Links to documents like 'Border Lights Fall 2018 Part A.pdf'.
- Upcoming birthdays:** A list of members' birthdays for the month, including names like Agnes Miles and Maxine J Smith.
- My attendance:** A table for tracking attendance at various events, with columns for Date, Event, and Response.

This guide is going to show you how to access:

- Upcoming Events
- Relevant or important information sources
- Mark your attendance intentions
- Find your music files and status
- Grab a membership list
- See some pictures in our Image Gallery

Don't worry – you cannot break the site.....

So click away on different things and see what you can find

Upcoming Events:

The screenshot shows the 'Main Dashboard' for the Thames Valley Show Chorus. On the left is a navigation menu with options like 'Add content', 'Main Dashboard', 'My Music', 'My Events', 'My Tasks', 'My Invoices', 'Documents', 'Members', 'Master Calendar', 'More', 'Music area', 'Communication area', 'Management area', 'Public site area', 'Store', and 'Settings & Admin'. The main content area is titled 'Upcoming events' and lists several events. A blue arrow points to the event on Nov 27, 2018 at 7:00pm: 'Friends and Family Night Rehearsal - TUESDAY NIGHT this week!'. Other events include 'Baked Goods Due for Christmas Tea!', 'Board Meeting', 'Christmas Tea', 'Regular Rehearsal', 'Small Chorus performance', 'Community Performances', and 'All I Want for Christmas is You! Live Christmas & Jazz Music'. To the right, there is a 'Month block' for November with a calendar grid, a 'Follow Us' section with a Facebook button, and a 'Latest galleries' section with a photo thumbnail.

Click on the date in the Upcoming events window
And you'll get this:

The screenshot shows the detailed view of a 'Regular Rehearsal - 2018-Nov-21' event. The page has a breadcrumb trail: 'Home > Master Calendar > Regular Rehearsal - 2018-Nov-21'. Below the title, there are tabs for 'View', 'Edit', 'Attendance', 'Rehearsal', 'Program', and 'Music Learning'. The 'Basic event info' section includes: 'Event dates: Repeats every week until Wed Dec 19 2018', 'Nov 21 2018 - 7:00pm', 'Event type: Rehearsal', and 'Location: Church of the Ascension, Canada'. The 'Event messaging' section includes an 'Attendance' section with 'Attendance enabled: Yes', 'Invited roles: Conductor, Member', 'Total invited: 59', and 'RSVP cathy.maxwell:'. There is a dropdown menu for 'Will attend' and a link to 'view all your RSVPs'. A 'Members only fields' section contains notes: 'These fields are only displayed to members, while inside the site. Members only notes: This Week in London Chorus: Wed Nov 21 7:00pm - Costume Check at Regular Rehearsal - come dressed in black and sing-along! Visits - 2 left until Christmas: Nov 27 and Dec 12. Friends & Family Chorus - Invite your family or friends to join us in singing Walking in a Winter Wonderland. The music and learning tapes are available on Grouperizer. Invite them to join us if they can for a rehearsal on Tues Nov 27.'

Reminder: Please have all items for the Weekly Notice submitted to LondonChorusSA@gmail.com by 6:30pm on Sunday

Attachments are found at the top of the Members Only Notes in the Event

Christmas Tea - 2018-Dec-01 | T | X

https://londonchorus.com/node/12636

Thames Valley Show Chorus – representing the London Chapter of Sweet Adelines

Search for content

Maxwell, Cathy

Christmas Tea - 2018-Dec-01

View Edit Attendance Program Music Learning

Basic event info

Event date: Dec 1 2018 - 2:00pm to 3:00pm
Event type: Performance
Location: Church of the Ascension
2060 Dundas St East
London, ON N5V 1R2
Canada
See map: Google Maps

Event messaging

Attendance

Attendance enabled: Yes
Invited roles: **Member**
Total invited: 58
edit attendance
Your RSVP: cathy,maxwell:
No Response

Members only fields

These fields are only displayed to members, while inside the site.
Call time: 11:00am
Private attachments: 2018 Christmas Tea - Info for Members.pdf
2018 Christmas Tea Flyer.pdf
Christmas Tea 2018 Script Nov 14.pdf

Members only notes:

Members are expected to be at the Church by 11:00am with their hair and make up done. Please warm up before arriving.
See attached information sheet for what you need to know about music, costume etc.

FW_FW_Flyer.zip

Show all

Click on the document you want to see – depending upon the operating system you are using you may need to right or left click.

If you want to save it or email it out (like a flyer), download it to your computer for easy access

Relevant information or important messages are posted on the Main Dashboard under "Take Note". Please check these regularly

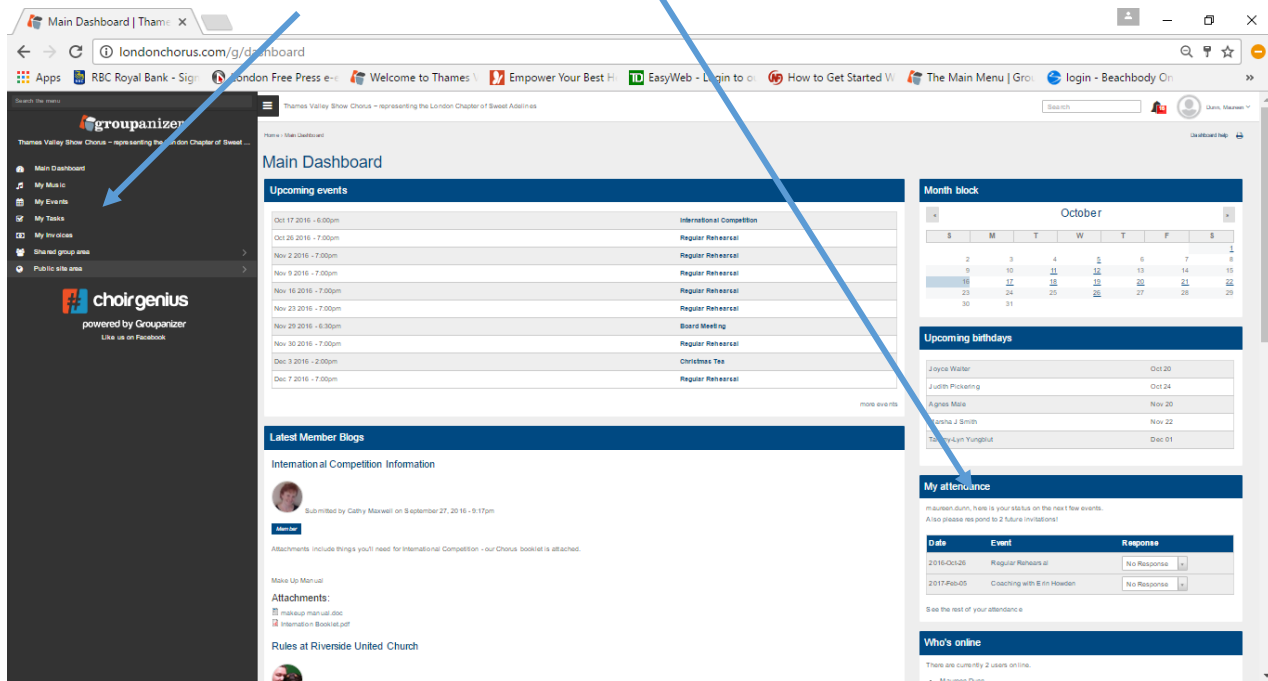
The screenshot shows the 'Main Dashboard' for Thames Valley Show Chorus. A blue arrow points from the top text to the 'Take Note' section. The 'Upcoming events' section lists several events with dates and times, such as 'Baked Goods Due for Christmas Tea!' on Nov 27 2018 - 6:45pm and 'Christmas Tea' on Dec 1 2018 - 2:00pm. The 'Take Note' section is titled 'Christmas Tea Info!' and includes a photo of Laura Hill, a submission date of November 18, 2018, and a list of items to check for upcoming events: member information, flyer for promoting the event, and script.

Other relevant information from the Board, Chorus Committees, Region or International can be found in the Documents tab

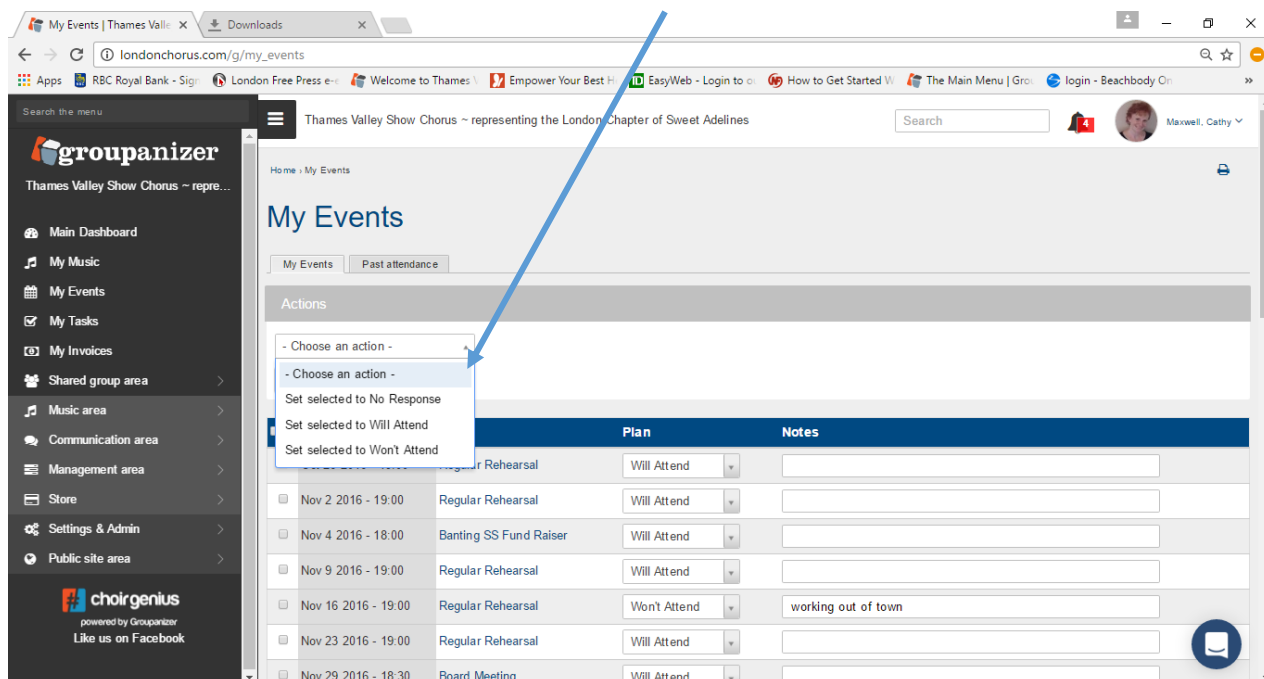
The screenshot shows the 'Documents' tab in the system. A blue arrow points from the top text to the 'Documents' tab in the left sidebar. The main content area displays a grid of document categories, each with a list of documents and an 'Add page to this book' button. The categories include: Board Minutes (2018 AGM, 2018-2019 Board Minutes), Chapter Dues Breakdown (Chapter Dues breakdown - March 2017), Chorus Standing Rules, International Update, Regional Updates (November 2018, September-October 2018), Chorus Primeships (2017-2018 Committee Reports, 2018 Presidents Report, Job Descriptions, Primeships List & Volunteers), Groupanizer How-To Guide, and Vista Order Forms.

There are 2 ways to indicate your attendance intentions.

- Right on the Main Dashboard
- Or via My Events

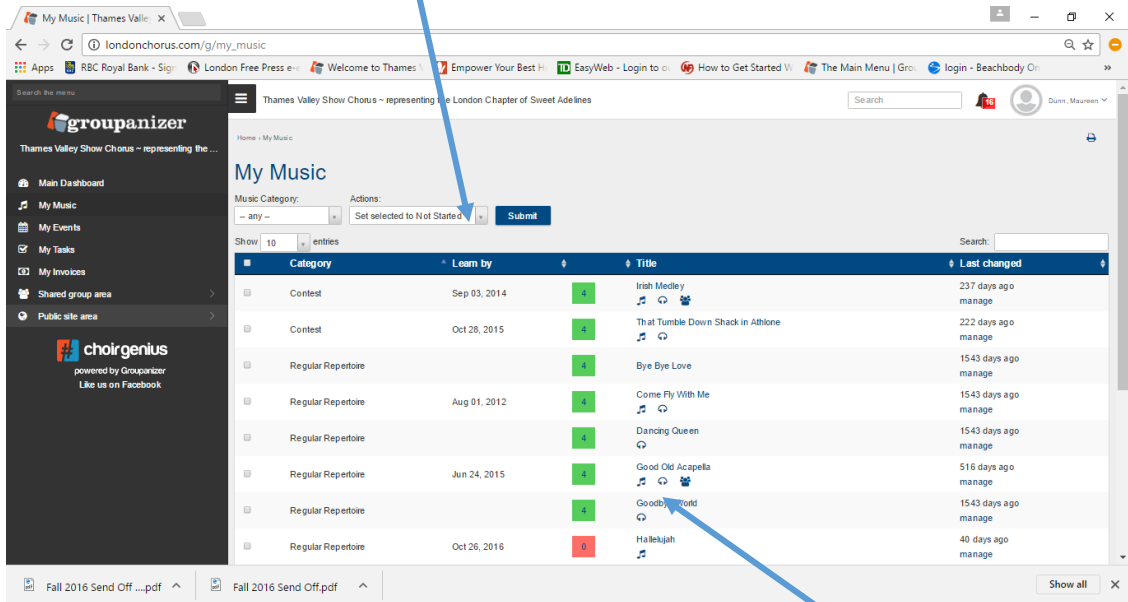


Simply choose “Will Attend” or “Won’t Attend” from the drop down. If you choose “Won’t Attend” you have an opportunity to write in a note about why. This helps Julia and your Section Leader know what is happening.



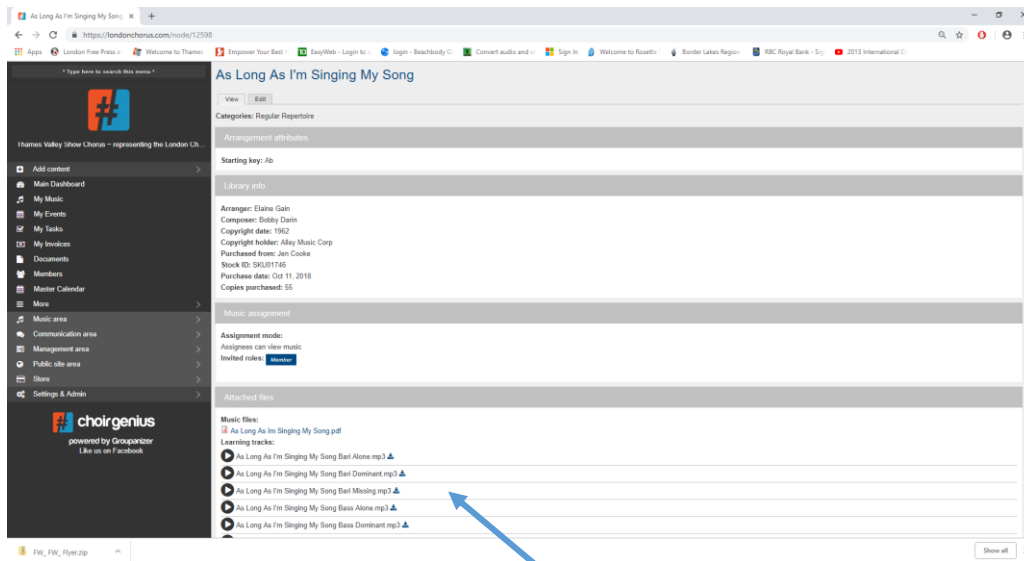
Your music status and files are found from the “My Music” choice on the Main Dashboard

You can change your status to tell your Section Leader you are Learning or Ready to be Tested using the drop down menu



If the Music has learning tapes and sheet music there will be a symbol to click on

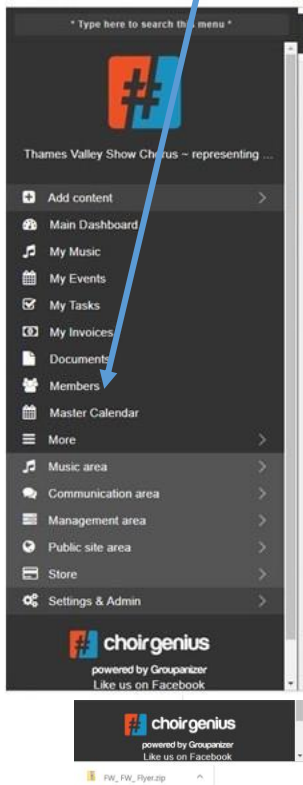
Sheet Music available  Learning Files available 



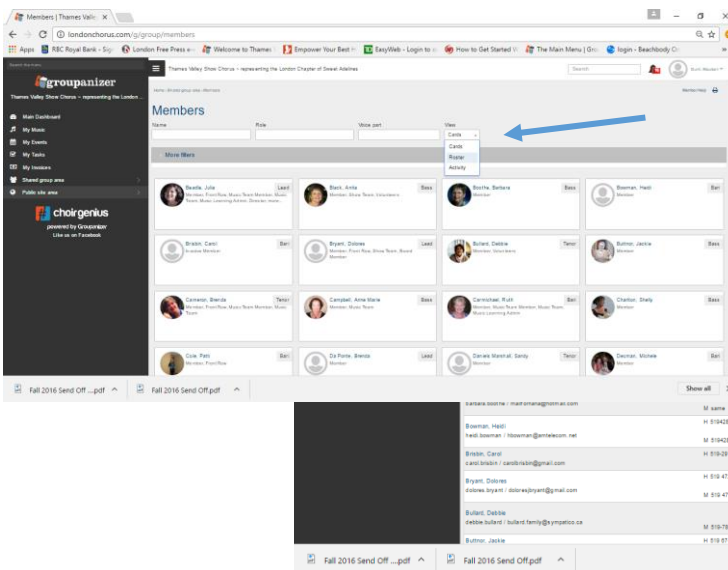
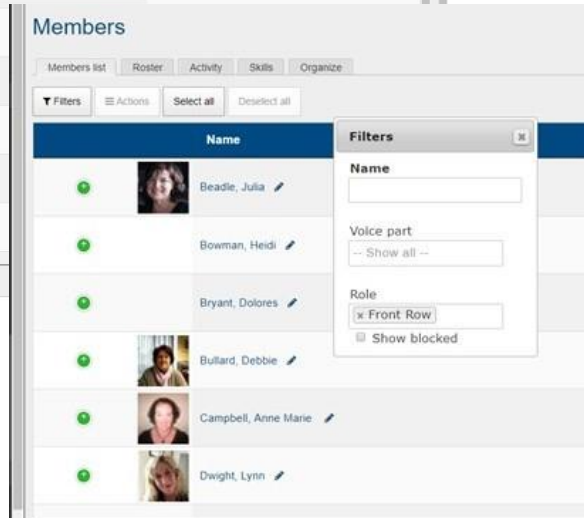
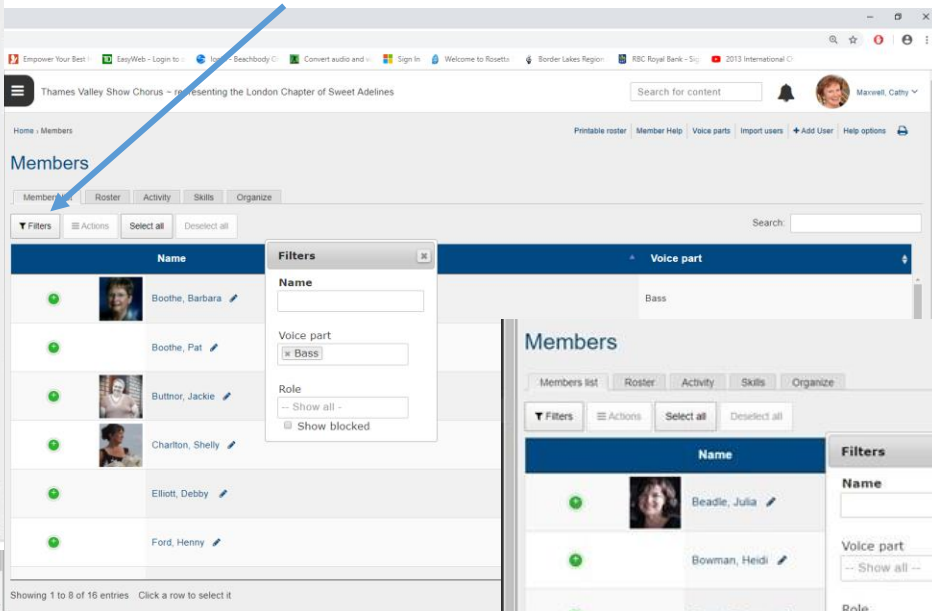
Any files will appear here.

You can play the Learning Files or view the Sheet Music when you are on the site or you can download them to your phone or computer/ipad to use when you are off-line.

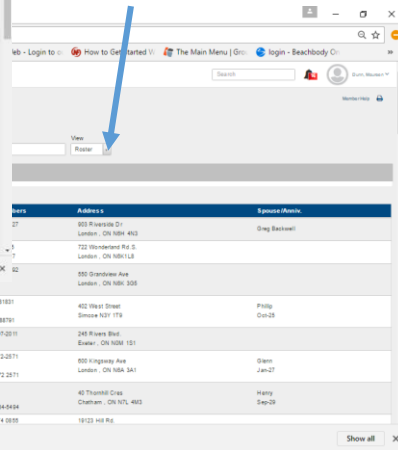
Finding a Membership list or contact information for people in your Section... It all starts with the “Members” on the Main Dashboard.



If you click on Filters you can choose to see the member list for your Section or for the Front Row for example



You can see the list of our members in “Card” or “Roster” format



You'll find pictures from one of our latest events in the Image Gallery

The screenshot shows the main dashboard of the Thames Valley Show Chorus website. The dashboard is divided into several sections:

- Upcoming events:** A list of events including Regular Rehearsal, Board Meeting, Christmas Tea, and Christmas Concert.
- Month block:** A calendar for November with a grid showing dates and days of the week.
- Follow Us:** A section with a Facebook logo and the text "FOLLOW US ON FACEBOOK".
- Latest galleries:** A section with a blue header and a grid of image thumbnails. A blue arrow points from the top text to this section. The thumbnails are titled "Community Outreach - MCHU Emergency Response Volunteers", "Country Classic Auction", and "Thanks to our Riser Movers!".
- Upcoming birthdays:** A section with a blue header and a list of names and dates, including "Agnes Maie" on "Nov 20".

On the left side, there is a sidebar menu with options like "Add content", "Main Dashboard", "My Music", "My Events", "My Tasks", "My Invoices", "Documents", "Members", "Master Calendar", "More", "Music area", and "Public site area". At the bottom left, there is a logo for "choirgenius powered by Groupanizer Like us on Facebook".

GO ON, GIVE IT A TRY!

Groupanizer has been set up to enhance our communication within the Chorus. **Communication is essential and it takes all of us.**

*If you required your password reset please contact one of the site administrators –
Laura Hill, Tammy Lyn Yungblut or Cathy Maxwell
Or email LondonChorusSA@gmail.com*