

## VIDEO: Tracking Club Attendance-Changeover 2024

Michael C. - 2025-02-22 - Changeover Training 2024

This webinar covers the Attendance module on the club version. Topics include:

- Setting up your club's attendance rules per membership type
- Setting up excused members and leaves of absence
- Setting up make up eligibility windows
- Tracking and managing member and guest attendance
- Adding and managing banked makeups
- Reporting monthly attendance statistics to District
- Generating attendance reports and viewing analytics
- Overview of the Barcode Scanner module



The banner features a blue background with the text "Changeover Training" in white at the top left. In the top right corner, there is a small video thumbnail of a man with glasses and a headset, with the text "Stephen | ClubRunne..." below it. In the center, there is an illustration of a person holding a lightbulb, a rocket launching from a screen, and another person sitting at a desk. Below the illustration, the text "Attendance" and "May 6, 2024" is displayed in white. In the bottom left corner, there is a QR code and the text "View the entire schedule at: <https://clubrunner.com/training>".