

ClubRunner

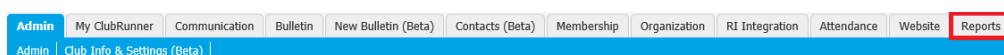
Help Articles > Club Help > Club - Administration Guide > Reports > What is the login activity report?

What is the login activity report?

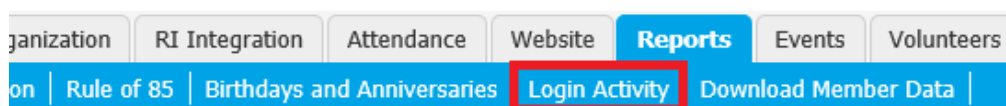
Michael C. - 2021-03-01 - Reports

The **Login Activity Report** displays the login activity for your website. To access the **Login Activity Report**, the you would have to have **Access Level 50 - President** or better. Please follow the steps below to learn how to access the report.

1. Login to your Club's website and click on **Member Area**.
2. Click on **Reports** on the grey menu bar near the top.



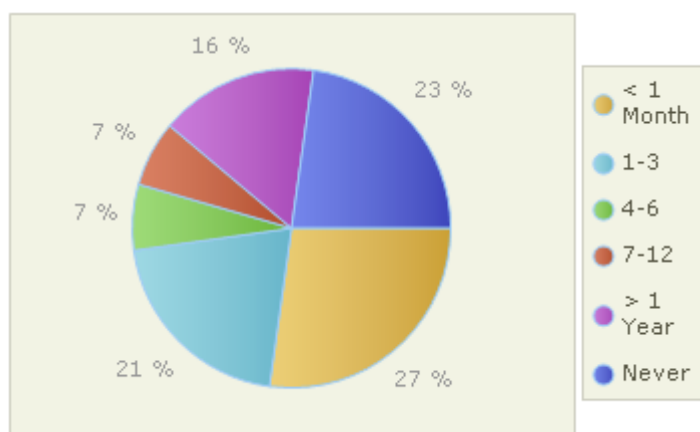
3. Click on **Login Activity** on the blue menu bar.



Member Login Activity:

The purpose of the report gives a breakdown of the member's last login activity over a period of time. The report is divided by Active members and honorary members and be broken down by month ranges. By default the report displays a pie chart and a grid of all the month range breakdowns.

At the top of the page you will see a pie chart.



Below the pie chart has a table which displays the information. By clicking on the **View** link for a specific month range you will see the member breakdown of who fits that range.

Login Activity Group	Active		Honorary		Total		
	#	%	#	%	#	%	
< 1 Month	View	49	27.2	0	0.0	49	27.2
1-3	View	36	20.0	1	0.6	37	20.6
4-6	View	12	6.7	0	0.0	12	6.7
7-12	View	12	6.7	0	0.0	12	6.7
> 1 Year	View	26	14.4	3	1.7	29	16.1
Never	View	32	17.8	9	5.0	41	22.8
Total	View	167	92.8	13	7.2	180	100.0

When selecting a month range to view, you will see the Member Login Activity filter. Here you can choose the Member Type (Active, Honorary, Other, Inactive), as well as the Login activity Group (multiple options can be selected).

The Filter Options are:

- **Member Type** - Filter based on the member's type: **All** (to select all types) or **Active, Honorary, Other Users, Inactive**.
- **Login Activity Group** - Select **All** if you want to see everyone's login activity, or select the different month range(s) that you would like to see.
- **Show** - Generates the report. Simply make your filter selections and click on the **Show** button to display the results.

Member Login Activity

Member Type: All
 Only: Active Honorary

Other Users:

Exchange Student Corporate Member Rotaract

Staff Prospective Member Past Honorary (Ex Member)

Other Visiting Member Past Honorary (Deceased)

Leave of Absence Interact

Inactive (Former) Members

Login Activity Group: All
 Only: < 1 month 1-3 months 4-6 months 7-12 months > 1 Year Never

Near the bottom of the screen displays the **Member Login Activity Results Grid**.

The Results grid breakdown:

- **Member Column** - Displays the members name as a link. Simply click on the name to go to the members profile page.
- **Club Column** - Displays the club name that the member is associated with.
- **Member Type Column** - Displays the member's status type. IE. Active, Ex Member, Honorary, ect.
- **Area Column** - Displays the geographic area of where the club is located
- **Last Login Column** - Displays the member's last login activity to the Club site.

You could export the data as a CSV file into Excel or another program by clicking on **Export**

to **Excel / CSV** on the right side of the screen.

[Export to Excel / CSV](#)

Member ▼	Club	Member Type	Area	Last Login
Abby, Joe	PAUR	Active		Mar 13, 2013
Andersen, Andru	PAUR	Honorary		May 28, 2013
Anderson, Brian	PAUR	Honorary		Jul 18, 2012

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