VFW OKLAHOMA ON-LINE REPORTING

To Enter Reports for your Post or District, first go to our Department website at www.vfwoklahoma.org
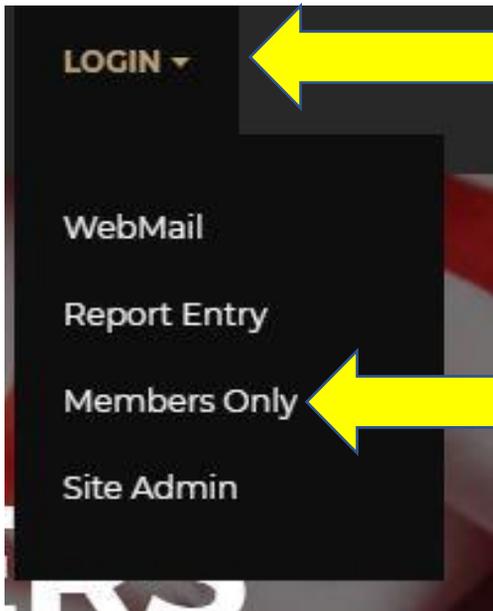
On the upper right-hand side of the main page, click on "**LOGIN**" to see the dropdown menu.

Once there click on the "**Members Only**" Icon.

The next step is for you to enter your membership # in the "**Member ID# block**." Next, enter your **LAST NAME** in the "**Password Block**", then click the **LOGIN** icon.

MEMBERS ONLY

Member ID #: 9540688 ← Membership #

Password: ····· ← Last Name

LOGIN ← LOGIN

After you have Logged in, Click on the "**Program Reporting**" Link

Department Information
Department Roster
Quartermaster Resources
Veteran Service (Members Only)
Program Reporting
Dashboard

Click Here →

Once you click on Program Reporting, this will bring you to the
"**Program Reporting"** main page as shown below.

Program Reporting

Please use the form below to enter your activity.
One report for ONE activity.

Post*

2027

District*

8

Submitter Email*

vfwhqok@outlook.com

Date of Activity*

mm/dd/yyyy

Select a Program*

○ Community Service   ○ Oklahoma Veterans and Military Support   ○ Post/District Activities

○ Post/District Service Officer   ○ Safety   ○ Youth Activities

Hours*

0

Miles*

0

Members*

0

Dollars Spent/Donated*

0

Dollar Value (Calculated)

Total Dollars (Calculated)

Program Reporting Main Page

Program Reporting

Please use the form below to enter your activity.
One report for ONE activity.

Post*

2027

District*

8

Submitter Email*

vfwhqok@outlook.com

Date of Activity*

mm/dd/yyyy

Enter date of activity here

Select a Program*

○ Community Service

○ Oklahoma Veterans and Military Support

○ Post/District Activities

○ Post/District Service Officer

○ Safety

○ Youth Activities

Hours*

0

Miles*

0

Members*

0

Dollars Spent/Donated*

0

Dollar Value (Calculated)

Total Dollars (Calculated)

On the Program Reporting page, check to make sure your **Post # District #** & **Submitter Email** is correct.

Next, enter the **date of the activity** for which you are reporting.

The next step is to **Select a Program** that best applies to the activity in which you are entering.

Select the appropriate program from the list in the "**Select a Program**" area. You can click on either Community Service, Oklahoma Veterans & Military Support, Post/District Activities, Post/District Service Officer, Safety or Youth Activities.

Select a Program*

○ Community Service   ○ Oklahoma Veterans and Military Support   ○ Post/District Activities

○ Post/District Service Officer   ○ Safety   ○ Youth Activities   ◁ Select the appropriate program

Hours*   Miles*   Members*

○   ○   ○

Dollars Spent/Donated*   Dollar Value (Calculated)   Total Dollars (Calculated)

○

Description *

SUBMIT

Here's a HINT: Click on each of the "**Select a Program**" choices to determine the most appropriate activity for the event you are reporting.

Depending upon which program you selected, various activities will appear for your selection. You will need to **Select an Activity** which best depicts the event in which you are reporting.

Once you have selected an activity, you will need to <u>enter the total number of VFW/Auxiliary **members** who participated in the event/activity.</u>

Next enter the total miles the members drove to participate in the event in the "**Miles**" block. Then enter the total hours spent by all volunteers involved in the **"Hours"** block.

Next, if additional dollars were spent or donated for the activity, enter them in the "**Dollars Spent/Donated**" block.

Hint: You will notice that once you enter total members, total miles & total hours the **"Dollar Value (Calculated)"** and "**Total Dollars (Calculated)"** blocks will automatically fill.

Once you have entered the members, miles and hours in their appropriate blocks, you should write a brief "**Description**" of the event.

Select an Activity*

○ Teacher of the Year   ○ Patriotic Activities   ○ Color Guard

● VFW Riders   ○ Aid to Community/Others   ○ Donation of Post Home Usage

○ Other

Hours*   Miles*   Members*

30   540   6

Dollars Spent/Donated*   Dollar Value (Calculated)   Total Dollars (Calculated)

50                             $4519.80 $4569.80

Enter description here

Description *

VFWRG Riders lead the Veterans Day parade in Ponca City, OK and escorted and assisted WWII & Korean War Veterans to the reviewing stand. Riders provided a VFW Riders Group presence throughout the event.

Click the submit button

SUBMIT

Once all blocks are filled and you are satisfied with your report, click the "**SUBMIT**" button.

Once your report is submitted, you will see the below screen appear.

Program Reporting
Please use the form below to enter your activity.
One report for ONE activity.

Report has been submitted.

Log Out
Change Profile
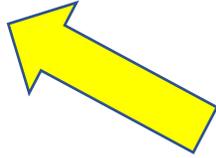
Once your report is submitted, you will need to **Log Out** if you are finished. You also have the option to update your personal information in the User Profile page. These two buttons are in the upper right-hand corner of the Members Only page.

Once your report has been approved by Department Headquarters, you will receive an e-mail stating the approval status.

Program Reporting

Community Service	Oklahoma V&MS	Post/District Activities	Post/District SO	Safety	Youth Activities
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0		
0					0
1		0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0

# of reports (by category)

Once approved, the report will automatically be added to the dashboard in the category by which you entered the report giving your Post/District credit.

The number of reports (by category) entered by your Post are depicted in green on the Dashboard.

For access to the Dashboard, read next page.

For access to the Department Dashboard depicting the status of your Post/District, you must be in the "**Members Only**" page.

Once in the "**Members Only**" page, click on "**Dashboard**".

Department Information
Department Roster
Quartermaster Resources
Veteran Service (Members Only)
Program Reporting
Dashboard

Click Here

Veteran of Foreign Wars of the United States
Department of Oklahoma

Department/District/Post Administrative Operations Status

Best viewed in Chrome, Microsoft Edge, or Firefox.

Location		Good Standing																							Program Reporting						
		Audits				District Meetings				Dept. Meetings											Recruiting						Donations					
		#1 (Due 7/30)	#2 (Due 10/30)	#3 (Due 1/30)	#4 (Due 4/30)	C of A	#1	#2	#3	Post Visits	SOI	#1	#2	#3	Election Report	IRS 990	Inspected	Bonded	Department Dues	National Dues	Buddy Poppies	Events	Post/District	Commander	Sr. Vice	Jr. Vice	Quartermaster	OKVFW Foundation	V&MS	National Home	Community Service	Oklahoma V&MS	Post/District Activities	Post/District SO	Safety	Youth Activities
District 1																						0	0	0	0	0	0	$0	$0	$0	0	0	0	0	0	0
2592	Bernice																					0	0	2	0	0	0	$0	$0	$0	0	0	0	0	0	0
3573	Locust Grove																					0	0	0	0	0	0	$0	$0	$0	0	0	0	0	0	0
3698	Westville																					0	0	0	0	0	0	$0	$0	$0	0	0	0	0	0	0

After you have logged into the "**Dashboard**" page, you can click on the reports (by category) and view the reports entered for your Post/District.

Program Reporting					
Community Service	Oklahoma V&MS	Post/District Activities	Post/District SO	Safety	Youth Activities
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	
0	0	0	0		
0	0	0			0
0	0				0
0				0	0
0				0	0
1		0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0

Click here to view your reports

VFW-OK On-Line Reporting							X
Record	1	**District**	8 **POST**	2027	**Submitted Date**	11/11/2020	
Program	Community Service	**Date of Activity**	11/7/2020	**Activity**	VFW Riders		
Hours	30	**Miles**	540	**Members**	6		
Dollars Spent/Donated	50	**Dollar Value**	4.2	**Total Dollars**	54.2		

Description
VFWRG Riders lead the Veterans Day parade in Ponca City OK and escorted and assisted WWII & Korean War Veterans to the reviewing stand. Riders provided a VFW Riders Group presence throughout the event.

CLOSE