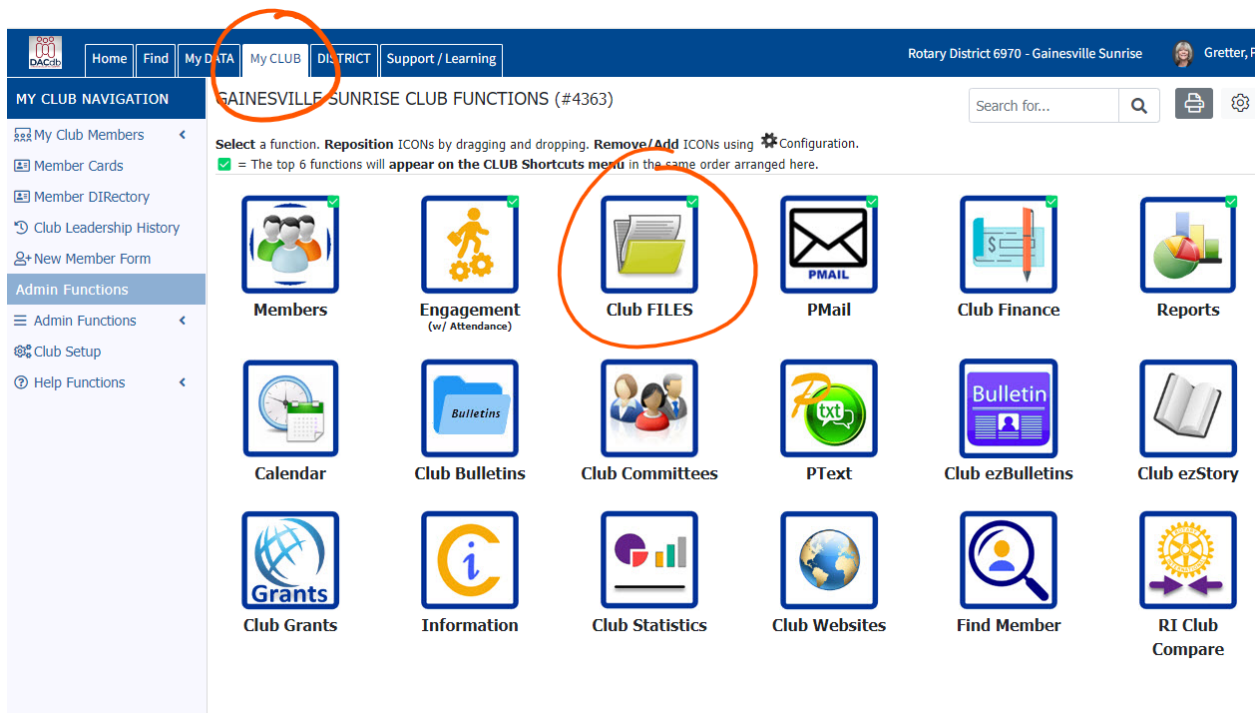


How To Access Documents in DACdb

Club documents, such as Board of Director meeting minutes, are stored in the Club Files area of DACdb. Instructions on how to access club documents are below. Please note that your screen and icons may look slightly different than mine

1. Log into DACdb.
2. Click the **My Club** tab at the top of the page.
3. Click the **Club Files** icon. *(Note that the icons may be in a different order on your screen)*



4. There are 2 tabs at the top of the documents area, Public and Secure.
 - a. The Public area contains general documents, such as fundraiser sponsor and ticket forms, Wild Game Feast or Seafood Spectacular forms, and more.
 - b. The Secure area contains private club documents, such as Board of Director meeting minutes, some financial information, etc.

Rotary District 6970 - Gainesville Sunrise | Gretter, Pamela

Home Find My DATA My CLUB DISTRICT Support / Learning

File Manager: Club Gainesville Sunrise Downloads

The file manager stores documents and images below. The documents can be organized under sub-directories (folders).

Public Secure

Store **PUBLIC** files here that you would like ANYONE on the internet to be able to access. The files stored here **will be** indexed by search engines like Google, Yahoo, Bing, etc. **DO NOT** disclose member "personally identifiable information" in Public Files (e.g. E-mail addresses, Phone numbers and address data). If you want your file to only be accessible to members that have logged in - use the Secure Files tab. The maximum upload size of a single file is: 20 MB.

NOTE: The following words are "reserved" and cannot be used in any File Name or Folder Name: CAST, DECLARE, CONCAT, SELECT, UNION

Navigation: Home <<-- click links here to navigate

Action	Type	File Name	Link	Modified	Size
		2019 event-flyer_letter.pdf	Link	2023-09-01 12:01:40 AM	1,027 KB
		2019 event-flyer_tabloid.pdf	Link	2023-09-01 12:01:40 AM	2,067 KB
		2019-Sponsor-Letter-for-Mama-Mia-New-Sponsors.pdf	Link	2023-09-01 12:01:39 AM	254 KB
		2022 09 22 Why Your 16 Year Old Roof Is Uninsurable Rotary Club.pdf	Link	2023-09-01 12:01:39 AM	810 KB
		2023-09-01 12:01:39 AM	Link	2023-09-01 12:01:39 AM	228 KB

- Click on the name of a document to open the file.
- You can click the download arrow to save the document to your computer. *(Note that Word documents may automatically download to your computer.)*
- Or click the print button and follow the prompts to print the document.

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ViewFile.cfm | 1 / 2 | 100% |

2024 ROTARY WILD GAME FEAST
5:00 PM | THURSDAY, MARCH 7, 2024

LEVELS OF SPONSORSHIP	GATOR	BISON	HOG	DEER	TURKEY	QUAIL
	\$10,000	\$7,500	\$5,000	\$3,000	\$2,000	\$1,250