

Member Information Center – the point of access to all your online benefits and information. The Member Information Center can be accessed at www.LaVerneChamber.org/login/. If you do not have your username and password contact the chamber. Once you login you will be greeted with something similar to the image below.

This is the homepage of the Member Information Center and your access point to a variety of member benefits. The homepage contains Shortcuts (1), Links (2), Social Feed (3), Member Profile (4), Upcoming Events (5), Home (6), Directory (7), Events (8), Resources (9), Reports (10), News (11), Settings (12), and Profile Picture (13).

1. Shortcuts

The Shortcuts section contains links to access personal information, company information, Hot Deals, Member to Member Deals, news releases, job postings, and request for proposals. Personal information is information about you, such as your username and password, job title, profile picture, etc. Any updates or changes to personal information can be done through the "Personal Information" link. Company Information is information about the company you work for. Any updates or changes to company information can be done through the "Company Information" link. Hot Deals are discounts and deals for the general public. You can view the available Hot Deals or post your own through the "Hot Deals" link. Member to Member Deals are discounts and deals from other La Verne Chamber members that you can take advantage of for being a La Verne Chamber member. You can post your own Member to Member Deal or view available ones by clicking on the "Member to Member Deals" link. News releases are where all press releases or news posts from our members go. Click on "News Releases" to submit your own and view the latest news going on from our members in the area. La Verne Chamber members are encouraged to post any open positions in our job bank. Clicking on "Job Postings" will allow you to submit job postings (unlimited amount of postings included in membership price) and manage current listings.

2. Links

Resources to start and grow your business.

3. Social Feed

This area allows you to post links, photos, videos, and posts to share with the rest of the members. You can also read posts from other members within this section. The first member to call the chamber identifying the top post in the social feed will receive a free ad in an upcoming eExchange.

4. Member Profile

This area shows the percentage of the company profile that is filled out. You can see what areas are missing by clicking the update button in this section. To increase the number of people viewing your company profile and to showcase what your company has to offer, this should be at 100% or near it.

5. Upcoming Events

This area will show information on the next chamber event. Clicking on the event will open a page with more information on the event, as well as allowing you to register for the event. Clicking the "See More" button in this section brings up the calendar to see all upcoming events.

6. Home

This button will take you back to the Member Information Center home page from any page within the Member Information Center.

7. Business Directory

This button allows you to access the online business directory of all our members. This directory is also viewable to the public on the website outside the Member Information Center area. This is a quick way to look up other members' information and contact them directly.

8. Events

This button will direct you to the community calendar where you can see all posted events, add your own events, manage your own events, and register for other events within the community.

9. Resources

This section allows you to see the resources available to all members such as training videos, discount programs and required forms notices.

10. Reports

This section allows you to see how your online listings are doing on our site. Banner ads, hot deals, and job postings clicks are all available to see in this section at any time. Increase the impact of your membership by creating news, adding a Hot Deal or Job Posting, etc. and see the results of it here.

11. News

This section allows you to see an overview of what new has been posted by yourself or other members. It will tell you how many Hot Deals, Member to Member Deals, News Releases, Job Postings, and Requests for Proposals are available to see.

12. Settings

This button will allow you to update any personal and company information tied to your account. You can also access billing information from here.

13. Profile Picture & Account Settings

Your profile picture will display here. This photo will also be used in the social feed or if someone looks up your profile in the directory. You can adjust this photo at any time under the personal information tab. The Account Settings drop down box also has links to your personal information, company information, billing information, help on updating your personal information and company information, and an option to log out.

The screenshot displays the La Verne Chamber of Commerce website interface. At the top left is the logo for the La Verne Chamber of Commerce. A search bar is located in the top right, along with a user profile icon and the text "Logged in as Leah Skinner" and "Account Settings" with a dropdown arrow. Below the search bar is a navigation bar with icons and numbers for Home (6), Directory (7), Events (8), Resources (9), Reports (10), News (11), and Settings (12). On the left side, there are two vertical menus: "Shortcuts 1" with links for Personal Information, Company Information, Hot Deals, Member To Member Discounts, News Releases, and Job Postings; and "Links 2" with links for La Verne Chamber of Commerce and City of La Verne. The main content area is titled "Home" and features a "Welcome Message" with a "Read Later" button. The message text reads: "ChamberMaster is your direct connection to the La Verne Chamber of Commerce. As a member of the La Verne Chamber of Commerce you have the opportunity to market your business to consumers visiting <http://www.lavernechamber.org> by enhancing your informational home page with pictures and text. You can also post hot deals, job openings and events, add keywords to help consumers find you when they run searches, and run reports to see hit statistics for your home page and other advertised items. Whether at work, at home, or traveling, anywhere that you have access to the internet you will be able to edit your information by logging into the ChamberMaster website. If you have any questions regarding this site please contact your La Verne Chamber of Commerce representative." Below the message is a rich text editor with icons for Text, Link, Photo, and Video, and a "3" indicating the number of items. A text box contains the prompt "Post expert advice, tips or just something from your day." On the right side, there are three widgets: "Upcoming Events 5" showing "09 FEBRUARY 2022 Business Connections" with a "see more" link; "Member Profile 4" showing "Your Company Profile is 13%" with a progress bar and an "UPDATE" button; and "Refer a Business for Membership" with a "Refer others to the La Verne Chamber of Commerce" link and a small image of people.