

Frequently Asked Questions

Q: How do I assign a courtesy password?

A: District Governors (DG) and Council Chairpersons (CC) often want to provide visibility to the multiple district or district to a few trusted associates. In the past we called this function "courtesy passwords" or "Extra Logins". With MyLCI, the roles of the District Guest and Multiple District Guest have been created. Up to 5 Guest roles can be assigned by either the District Governor (DG) or the Council Chairperson (CC). These roles can be assigned by either the DG or the Cabinet Secretary.

To assign a person to the guest role, start from either the My District menu (for DG) or from the My Multiple District menu (for CC). Then select the Officers menu item. From the Officers Page scroll through the page, until you see a row for District Guest1, 2, 3, 4, or 5, or Multiple District Guest 1 - 5. Click the Add Officer link associated with the role you are assigning. From the next page click the Select Member button. Then click the member name you want to serve in this position.

Home My Lions Clubs - My District	• My Multiple District •		
District District 500-2 (65872)			
Officers			
Select Term - Officer Type -			
Current Year - District Officers - 58 title(s) found			
Show 20	Page 1 of 3	Sort by Rank	¥ ¥4 ►
Cabinet Secretary	Adams, Sony		7/1/2012 -6/30/2013
Member 10: 591406 Member Consequence Address 123 Mars 93. SOLEDNA TANTRO, COLONENA Home Work 57:111-655-1212 E-mail Sony@Adams.com	Officer Correspondence Address 123 Main SI SOLEDAD ATLANTICO , COLOMBIA		End Officer Term
District Governor	Franklin, Bart)	7/1/2012 -6/30/2013
Member 12: 514503 Member Commonitive Address 123 Mars 9. Sondar Adamson, COLONBIA Nome Work 57-111-055-1212 E-mail Barb@frankin.com	Officer Correspondence Address 123 Main 30 Soleitari Alterito, COLOMBIA		
District Guest1		Vacant	\frown
This position is currently vacant.		(Add Officer
District Guest2		Vecant	
This position is currently vacant.			Add Officer

Q: How do I find the password for a "guest user"?

Lions Clubs International MyLCI Guest Access Frequently Asked Questions



A: Once you have assigned a member to serve as a District or Multiple District Guest, you can simply notify them to register to access MyLCI. They will need provide their member number and follow the normal registration process. Once they have registered, they can log like any other MyLCI user. If they forget the user name or password they created, they can follow the procedures for forgotten user name or password.

Q: How do I provide GMT and GLT access to view district information?

A: District Governors (DG) and Council Chairpersons (CC) often want to provide visibility to the district or multiple district to a Global Membership or Global Leadership chairperson. The District Governor can assign a District Guest role to the Global Membership or Global Leadership chairperson. Similarly, the Council Chairperson can assign a MultipleDistrict Guest role to the Global Membership or Global Leadership chairperson.

To assign a person to the guest role, start from either the My District menu or from the My Multiple District menu. Then select the Officers menu item. From the Officers Page scroll through the page, until you see a row for District Guest1, 2, 3, 4, or 5, or Multiple District Guest 1 - 5. Click the Add Officer link associated with the role you are assigning. From the next page click the Select Member button. Then click the member name you want to serve in this position.