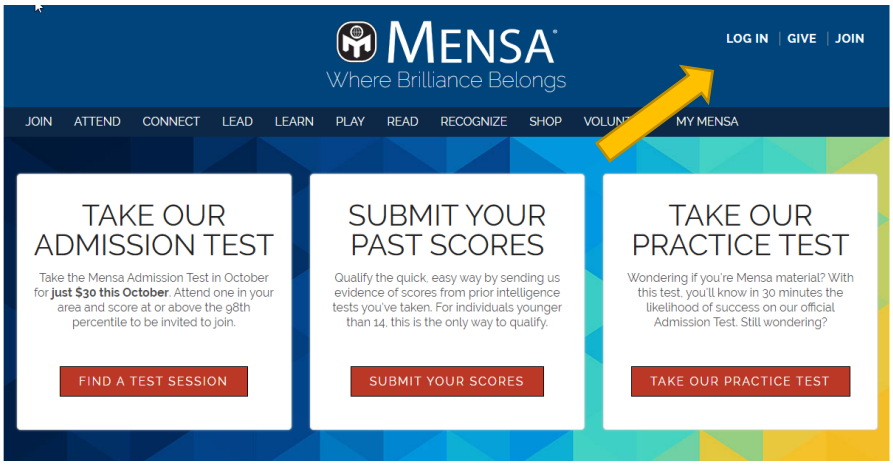
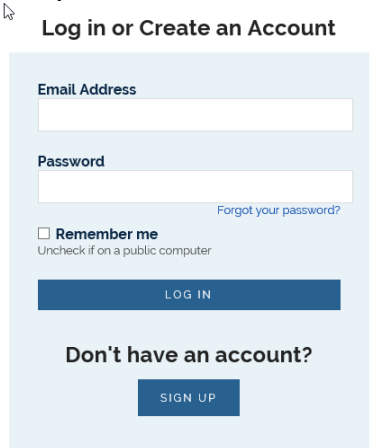
How To Access Your Officer Reports

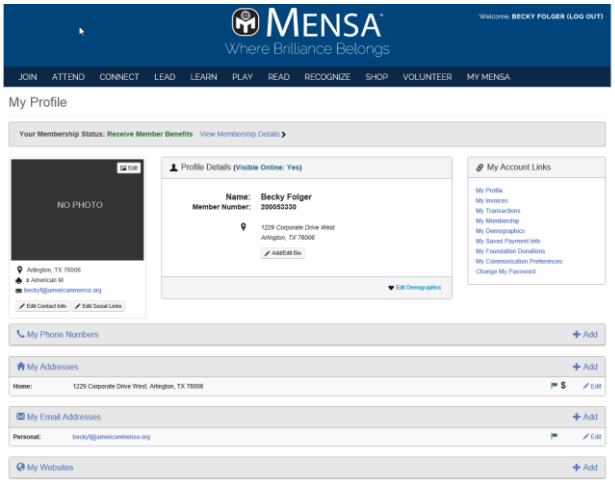
From the American Mensa website (https://www.us.mensa.org/), log in in the upper right corner.

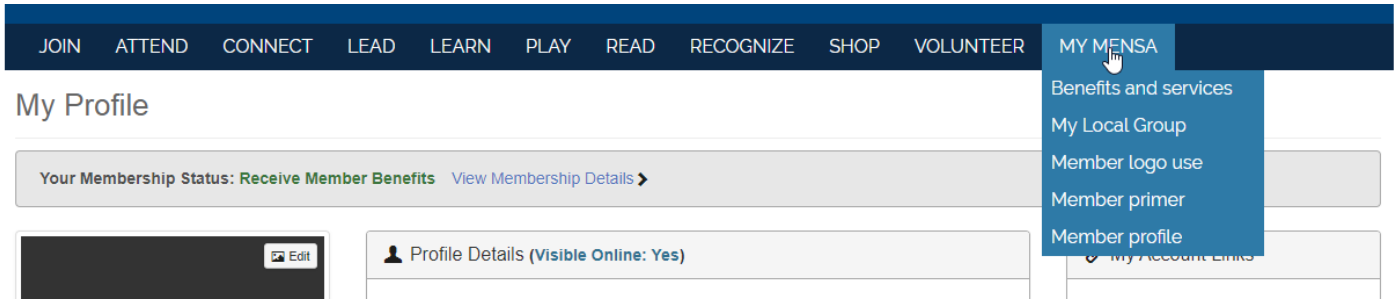


Your email address is your username and password is whatever you have set. If you cannot remember, click the blue "Forgot your password?" and a reset link will be sent to you.

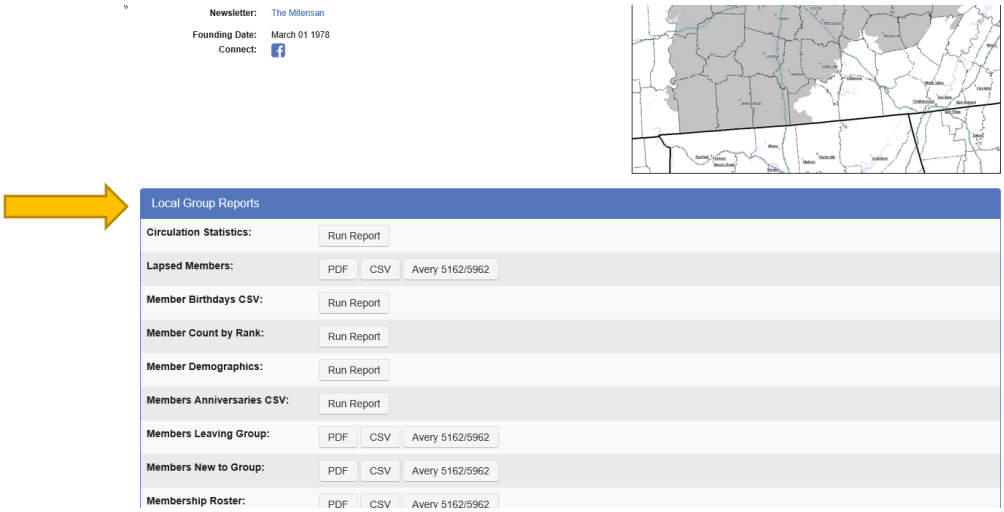


Once you are logged in, you should "land" on your profile page. If not, click "My Mensa," then "My Local Group." It should say "Welcome" with your name in the upper right corner.





The report(s) that you can access will be below your local group map and above the listing of group officers.



There are usually three different forms you can use to download the reports: PDF, CSV and Avery. CSV stands for Comma Separated Vector and is, basically, a generic Excel. Avery 5162/5962 is automatically formatted to print labels. (Look for those model numbers on Avery labels or their generic equivalent.)

If you run in to issues or have questions, please don't hesitate to call Becky Folger, Local Group Services Manager at 817-607-5524 or Sherne Borens, IT Assistant, at 817-607-5511.