

Reports: Project Book Order Log-in to your club

1-Click on Reports

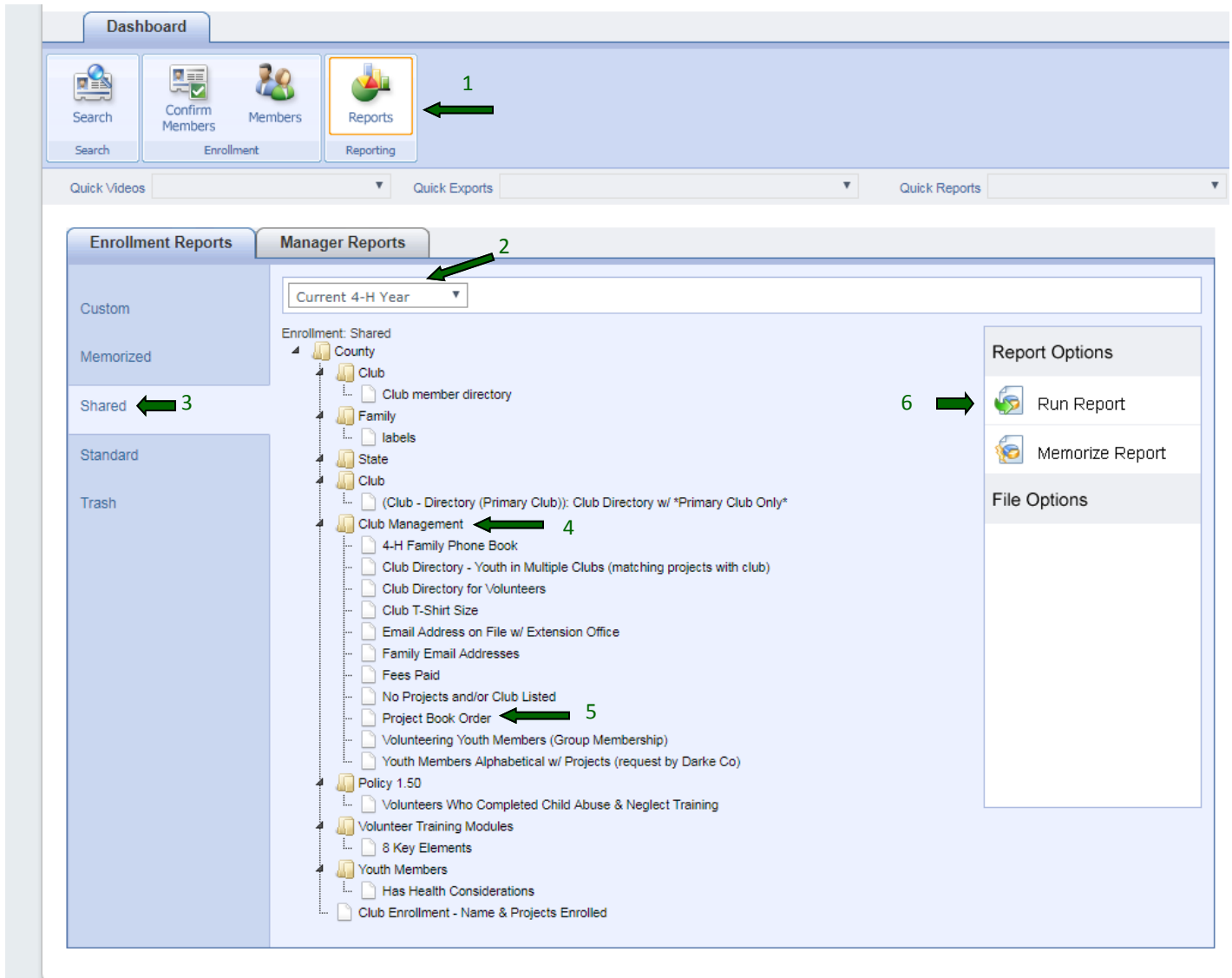
4-Under Club Management

2-Make sure it says Current 4-H Year

5- Click on Project Book Order Form

3-Click on Shared

6-Click on Run Report



You will then see this screen with your Project Order Form . You can save this as a PDF by clicking on the Saved icon or click on the drop down menu and choose an Excel spreadsheet and then click save. When you are done click {close}. This will return you to the report page.

