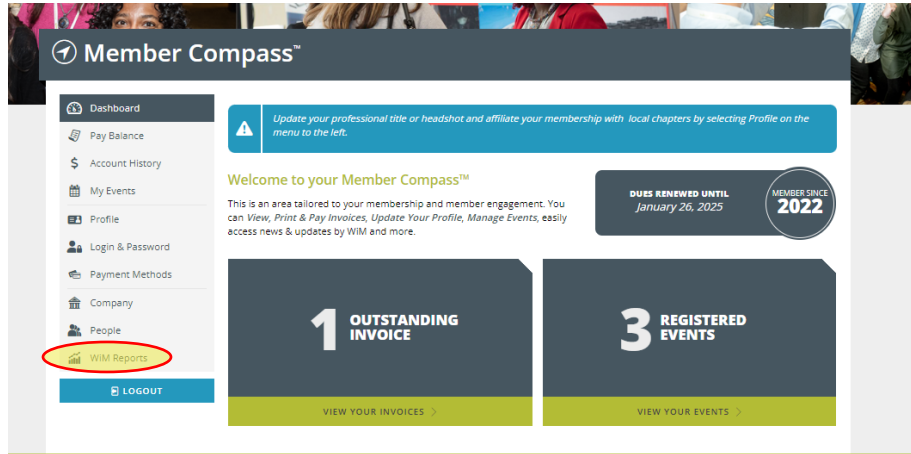


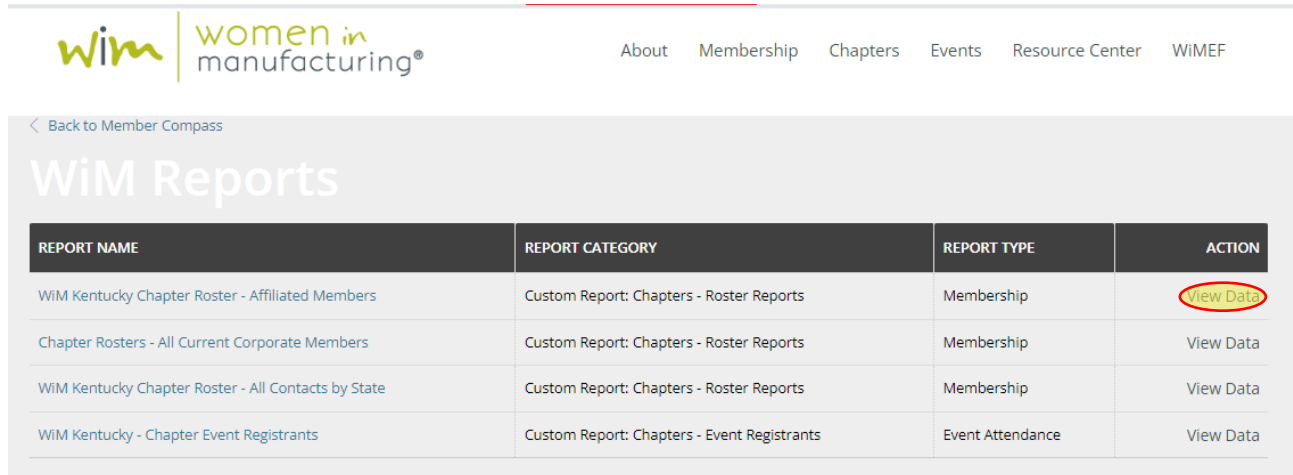
**ACCESSING YOUR CHAPTER ROSTER & EVENT REGISTRANT REPORTS VIA YOUR WiM MEMBER COMPASS**

Step 1: Log in to your member account by clicking LOGIN in the top right corner of the WiM website.

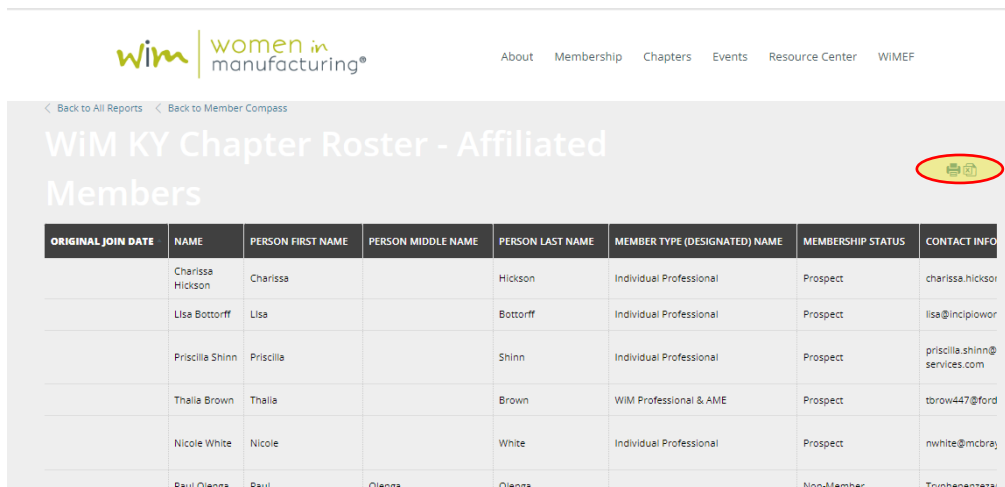
Step 2: In your Member Compass, click WiM Reports from the options on the left side.



Step 3: View a list of all reports enabled on your member account. To view the information contained in any report, click View Data.



Step 4: Use the excel icon on the right side to export the report on-demand.



<b>Report Descriptions</b>	
CHAPTER NAME - Chapter Rosters - Affiliated Members	Individual members and nonmembers who have affiliated with the chapter, including their contact information. These are people who have pro-actively subscribed for additional communications from the chapter. Corporate member companies cannot be affiliated with WiM chapters.
CHAPTER NAME - Chapter Rosters - All Contacts by State	All contacts (individuals and companies; members and nonmembers) with a shipping address in the chapter's state.
Chapter Rosters - All Current Corporate Members	All current corporate members, nationwide. At this time, we do not have data for every location/facility of our corporate members, so we provide chapters with the full list of companies to review for organizations in your area. If your chapter would like to connect with companies locally, you can reach out to <a href="mailto:chapters@womeninmfg.org">chapters@womeninmfg.org</a> to request an introductory note to our primary contact.
CHAPTER NAME - Chapter Event Registrants	Registrant details for all chapters events scheduled on or after 4/1/2024. For rosters from events prior to that date, contact <a href="mailto:chapters@womeninmfg.org">chapters@womeninmfg.org</a> .
<b>Member Type Name Definitions</b>	
Corporate Professional	Employee of a corporate member company who has signed up for individual member benefits and created their WiM profile.
Professional Plus	Membership paid out of pocket @ \$500 per year. Includes all benefits, plus listing in a public directory of Prof. Plus members on our website: <a href="https://www.womeninmanufacturing.org/provider-directory">https://www.womeninmanufacturing.org/provider-directory</a>
Individual Professional	Membership paid out of pocket @ \$135 per year. Includes all benefits listed here: <a href="https://www.womeninmanufacturing.org/membership/professional-membership">https://www.womeninmanufacturing.org/membership/professional-membership</a>
Corporate	Companies who have purchased a membership that all employees globally can sign up under to receive individual benefits. Details here: <a href="https://www.womeninmanufacturing.org/membership/corporate-membership">https://www.womeninmanufacturing.org/membership/corporate-membership</a>
Student	Membership paid out of pocket @ \$35 per year. Benefits listed here: <a href="https://www.womeninmanufacturing.org/membership/student-membership">https://www.womeninmanufacturing.org/membership/student-membership</a>
WiM Professional & AME	Reciprocal membership where an individual can sign up for WiM Individual Professional Benefits AND AME member benefits for \$257 per year.
WiM Student & SME	Reciprocal membership where student can sign up for WiM Individual Professional Benefits AND SME member benefits for \$40 per year.
Retired	Membership paid out of pocket annually at \$50 per year. Benefits listed here: <a href="https://www.womeninmanufacturing.org/retired-individual-membership">HTTPS://www.womeninmanufacturing.org/retired-individual-membership</a>

Membership Status Definitions	
Current	A member whose expiration date is at some point in the future. They have current member benefits.
Non-Member	Similar to a Prospect, these are a potential new member added to the system for internally tracking purposes, were carried over from WiM's system integration in 2019, OR are former employees of Corporate member companies who have been removed from the database. These contacts do not have member benefits nor do they count as a current member.
Pending	A record in a Pending status comes about from two scenarios: Scenario 1: Awaiting membership approval by an admin. Scenario 2: The individual did not complete their membership sign-up.
Inheriting	Usually a company that is a subcompany/location of a current Corporate member company. Employees who list Inheriting companies as their Company in our database will show as Current individual members.
Prospect	A potential new member added to the system for internally tracking purposes OR were carried over from WiM's system integration in 2019. These contacts do not have member benefits nor do they count as a current member.
Expired	A previous member whose expiration date is at some point in the past. They or their company have lapsed in membership and they have no access to member benefits.