P.E.O. into the 21st Century

www.peointernational.org   www.ohiopeo.org

The P.E.O. International and Ohio State Chapter websites:

★ are a link to communications from the state and International officers and committees, including updated forms, materials, and news.

★ provide tools that enable committees to keep chapter members up-to-date on projects, membership, and other key items.
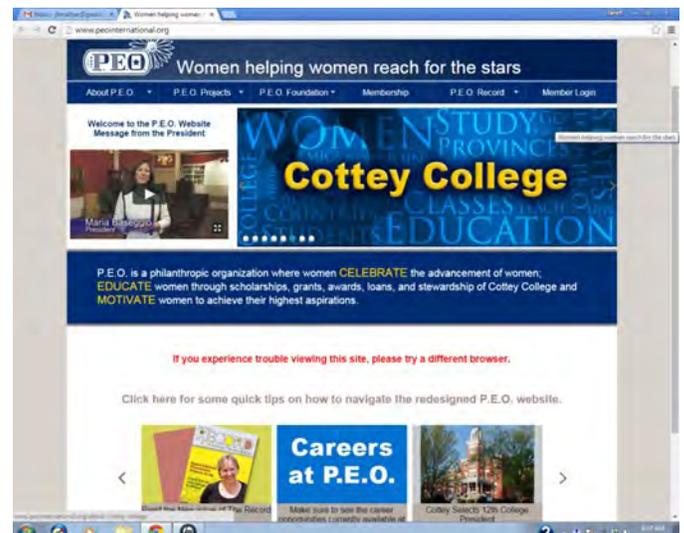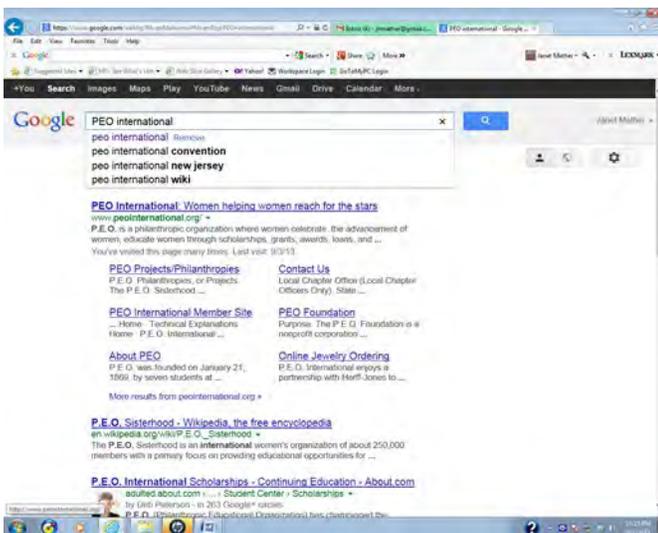

Figure 1. Enter **P.E.O. International** into the description box on the Search Engine home page, then click on www.peointernational.org

Figure 2. This is the **public part of webpage**; different pictures will be posted, but it will basically look like Figure 2. The **ribbon navigation bar** shows the **topics**; the **drop down menus** can be accessed by clicking on a topic.

To get to the restricted part of the web site, click on **Members Login** on the far right of the ribbon navigation bar.

Figure 3.
Type in Username _____
Type in Password_____
Click on **Login**

Figure 4. The first page on the restricted part of the website is the **What's New** page. It will provide the most current updates from International Chapter.

Figure 5. On the restricted part of website, topics are listed on the side bar at left of page. To find a chapter in another state, you would click on **Directory of Presidents**, then **Listing of Local Chapters.**

Forms for officers would be under **Local Chapter Forms**.

Manuals, **Instructions for Officers of Local Chapters (IOLC),** and the **P.E.O. Constitution** are under **Manuals and Handbooks.**

Membership information is under **Membership**.

Reference listings include Bed and Breakfast homes, Gatherings Away From Home, etc. Graphic Images, Music, Program Ideas, Communications, and Local Chapter Trainings for Officers are all found under **Resources**.
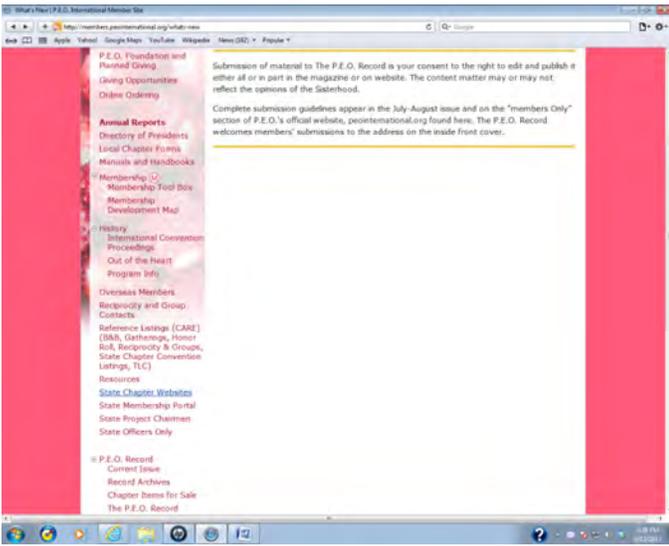
Figure 6. To find the Ohio State Chapter website, click on **State Chapter Websites**.
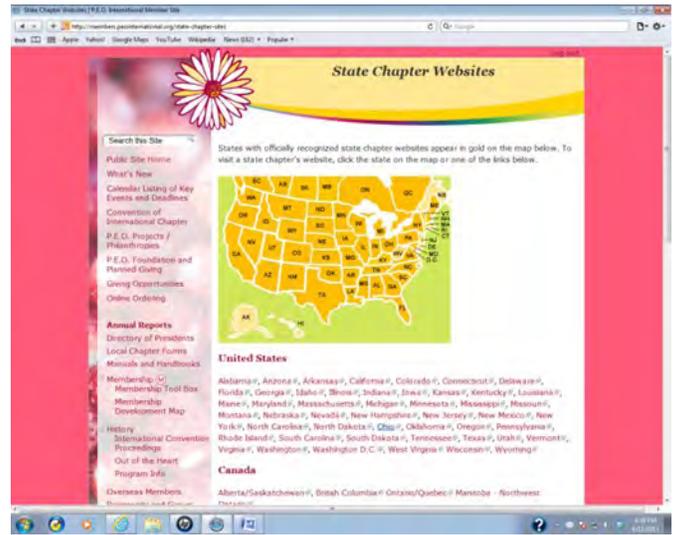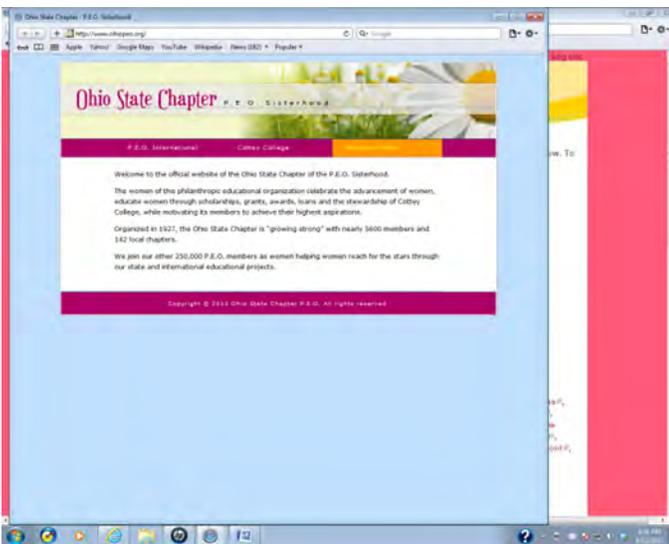

Figure 7. Click on **Ohio.**

Figure 8. This is the public part of the Ohio State Chapter website. Clicking on **P.E.O. International** will link to the P.E.O. International website (Figure 2); **Cottey College** will link to Cottey's website; clicking on **Members Home** goes to the restricted part of the state website and the Login page.
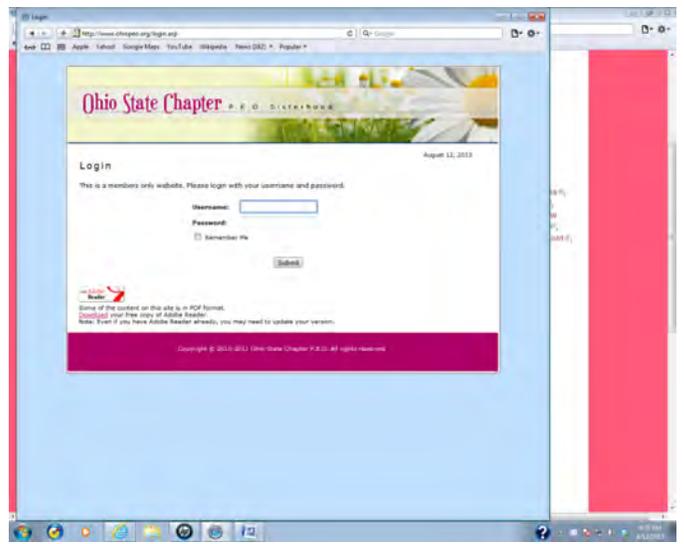

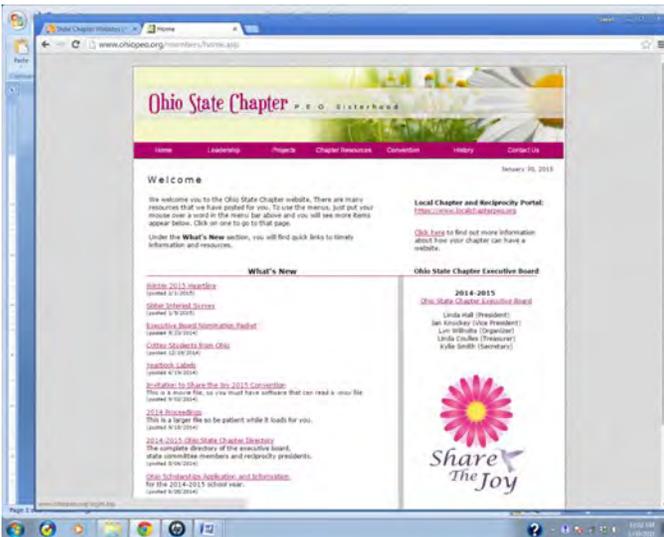**Figure 9.** Type the same **Username** and **Password** as in Figure 3.

Figure 10. The **Ohio State Chapter Home Page** has a Welcome, as well as **What's New** information, such as the latest *Heartline* and the Directory of the State Chapter Officers and Committees.

At the bottom of this page there are shortcuts for resources, including **Logos** which will bring up the logos that represent the President of Ohio State Chapter's theme for her year in office. They can be used on local chapter documents, such as the yearbook.
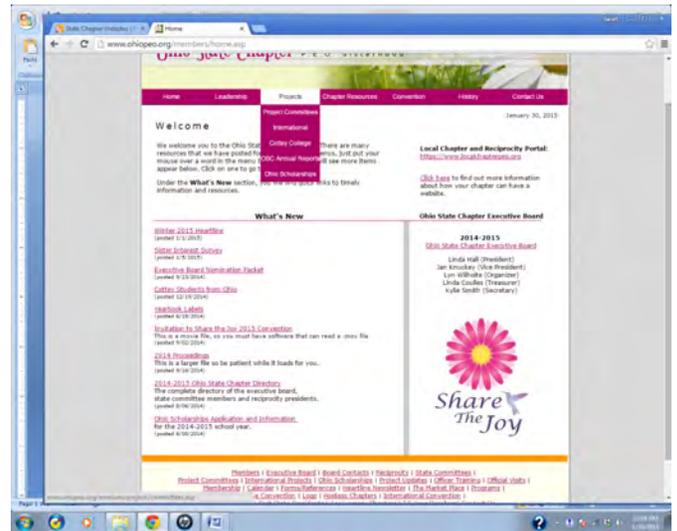

Figure 11. On the **Projects** drop down menu, Projects chairmen would find information about the **P.E.O. Projects.**

Figure 12. Under **Chapter Resources** drop down menu, there is information for officers including forms, such as the Transmittal form for sending money to P.E.O., current and past issues of the *Heartline*, Programs, Bed and Breakfasts, etc.

Figure 13. Click on **Chapter Resources**; Click on **Programs** on the drop down menu to view the Program Topics that are available.

Figure 14. Click on **Founders**' Day to view programs developed by P.E.O.s that are appropriate for Founders' Day.

 means that the Program can be downloaded in Word format.

 means that the Program can be downloaded in .pdf format.

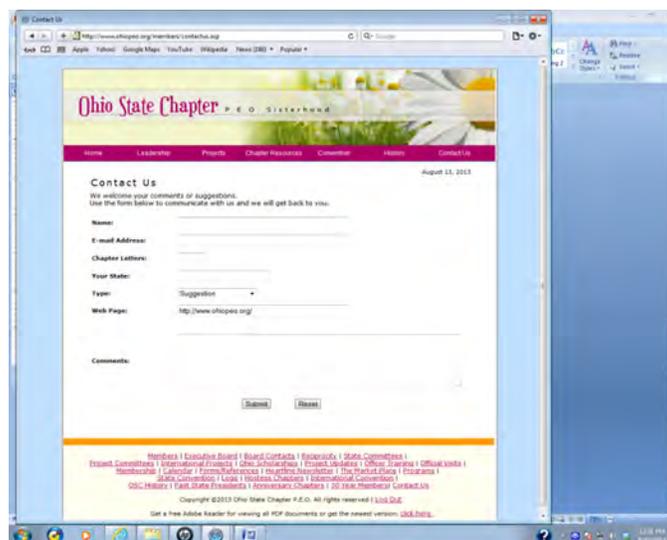If neither symbol is present, the program can be ordered from the state History Committee Chairman for $1.00.

Figure 15. If there is a question about the website for which you cannot find an answer (e.g. a form that is referenced on the website cannot be located), use the "**Contact Us**" form; these inquiries go directly to the OSC President.

PRACTICE MAKES PERFECT

1. **Locate "Hot Spots" which have suggestions for chapter care, social meetings, fundraisers, and team building activities:**
   P.E.O. International Website for Members/ Membership (on left side bar)/Membership Tool Box/Local Chapter/The Hot Spot panel

2. **Locate a Bed and Breakfast in Gettysburg, PA:**
   P.E.O. International Website for Members/ Reference Listings/B & B/Pennsylvania/ Gettysburg

3. **Locate P.E.O. Wish on International Website:**
   P.E.O. International Website for Members/ Membership (on left side bar)/Membership Tool Box/Local Chapter/Membership Begins with Me panel

4. **On Ohio P.E.O. website, locate a program on Thanksgiving:**
   P.E.O. International Website/State Chapter Website (or directly to the Ohio State Chapter Website)/Ohio/Members Home/Log In (using same username and password as in Figure 3)/Chapter Resources/Programs/ Holiday

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2013, updated 2015