



YMMS - How to...

RECORD CHILD'S CLASS LEVEL PROGRESS (FOR CLUB INSTRUCTORS)



Step 1

Using the Club Code and Password your Director/Secretary has emailed you, please visit:

English Access:

<https://nadyouth.com/club/us/unit-control/>

Clubs de Iglesias hispanas:

<https://nadyouth.com/club/es/unit-control/>

Complete the information in order to have access

The data requested are registered directly by the Club

Step 2

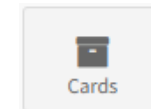
You will see the list of children assigned to your unit.

Note: If there are any children in your unit by mistake, or any children missing, please contact your Club Director or Secretary to get them assigned correctly.

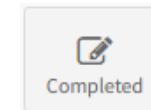
Member
SALLY SUE ADVENTURER - HELPING HAND
SAMUEL STEWART ADVENTURER - HELPING HAND
SANTIAGO CABRERA ADVENTURER - HELPING HAND

Step 3

On the right hand side, click on the "Cards" icon to access that child's Class Level Cards



Click on the "Completed" button for the Class Level that you are responsible for teaching.



Step 4

For each requirement, fill in the Date of completion and any observations / comments in the notes section for every requirement as they are completed. The date must be entered in MMDDYYYY format.

You can always return and continue editing the Card as the Club Year progresses.

Date

Notes

Note: Directors and Secretaries have access to verify % of completion for every child from their YMMS Club accounts without needing to contact counselors directly.

Step 5

Remember to ALWAYS click the green "Update Card" button to save all updates to the current Class Level Card. It is located at the bottom of th page.



Step 6

In order to continue filling another child's card, click on the blue "Previous Page" button to go back to the complete list of children in your unit and start again from Step 3 above. This button is also found at the bottom of the page.

