

ARRL - The National Association for Amateur Radio

Accessing BoardEffect - Web Platform

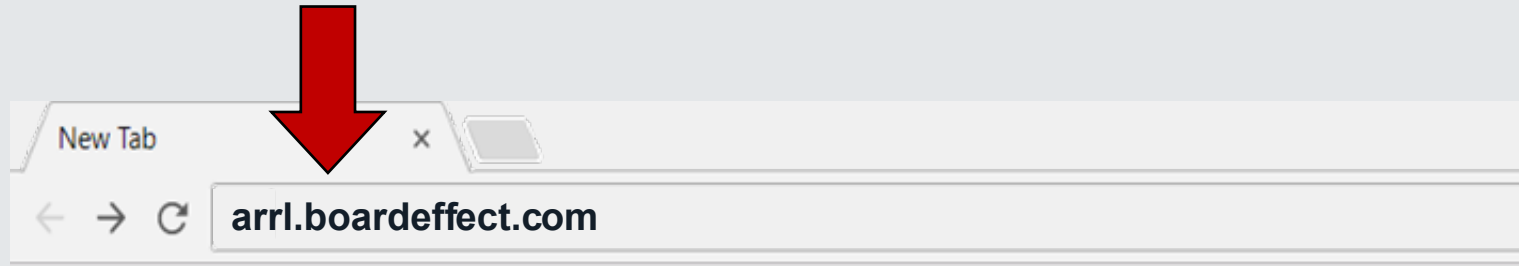
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BoardEffect Web Platform address (URL)

Enter into the URL line of your Internet browser

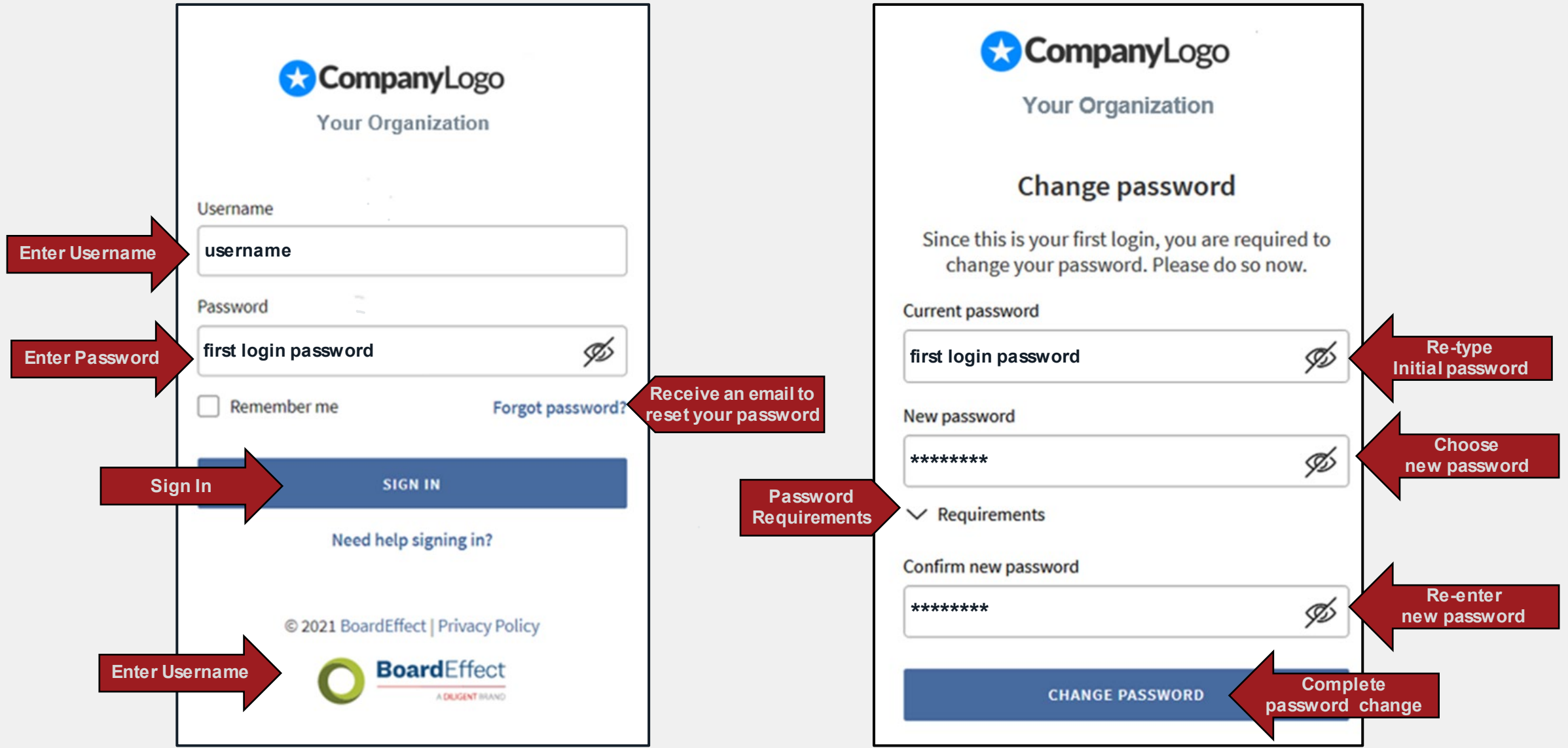


BoardEffect login credentials

Username: first initial + last name
(all lower case, no spaces)

First Login Password: *(provided by Admin)*

Web platform (computer): Login / First Login Password Change



Web Platform Home Page (Dashboard)



Home **Return to Dashboard**

Welcome Updated: February 27, 2022

Bulletin Board

Workrooms **Your Boards & Committees**

Library **Supplemental Resources & Past Meeting Books**

Directory **Find Contact Information & Send Messages**

Messaging

Approvals **Review & Approve Documents**

WATCH THE VIDEOS BELOW FOR A BRIEF REVIEW ON ACCESSING MEETING INFORMATION AND MATERIALS

Using the BoardEffect Web Platform	Authorizing Your Mobile Device	Using the BoardEffect Mobile App

News & Announcements

News

Welcome to BoardEffect!

Created: Saturday 8/28/2021
Modified: Sunday 2/27/2022

Access Minutes From Previous Board Meetings

Board of Directors
Created: Thursday 7/22/2021
Modified: Sunday 2/27/2022

2022 Board Meeting Schedule

Board of Directors
Created: Thursday 5/28/2020
Modified: Sunday 2/27/2022

Contact Information for Past Board Members

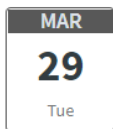
Board of Directors
Created: Tuesday 5/14/2019
Modified: Saturday 12/12/2020

Search

Next 5 Meetings & Other Events

My Upcoming Events

View All Events Export



March 2022 Board of Directors Meeting

NYC Office & Virtual via Zoom
Tuesday, 3/29/2022 5:00PM - 7:00PM
Eastern Time (US & Canada)

Attending 1

Board Member

See All

- Board Meetings
- Board of Directors

Meeting Materials & Action Items

My RSVP

In Person	Virtual	Maybe	Decline
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Clear Response Add Notes

Polls, Surveys, Schedulers, Tasks & Discussions

Book Join Meeting Export to Calendar



Event/Meeting Card: Everything you need for your meetings in one place!

My Upcoming Events View Calendar Grid & Find Past Meetings View All Events Export

June 28 Tue

June 2022 Board of Directors Meeting View Additional Meeting Details

NYC Office & Virtual via Zoom
Tuesday, 6/28/2022 5:00PM - 7:00PM
Eastern Time (US & Canada)

Attending 1
Pam Nason
[See All](#)

Export Events
Subscribe

Export = Copy all/multiple events to calendar
Subscribe = Synchronizes with calendar

Board Meetings
Board of Directors

Type of Event

Answer/Modify RSVP

Please RSVP

In Person Virtual Maybe Decline

[Clear Response](#) [Add Notes](#)

Meeting Book and other meeting related materials & to-do's Book Join Meeting Export to Calendar Copy this meeting to personal calendar

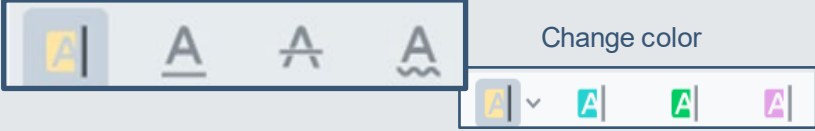


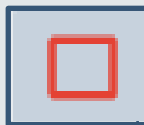


Web Platform Meeting Book Viewer: Review and Make Annotations

The screenshot displays the BoardEffect web platform meeting book viewer interface. The main content area shows a document titled "Easily Manage Board Information with BoardEffect" with a diagram of three cycles: MEETING CYCLE, ANNUAL CYCLE, and DEVELOPMENT CYCLE. The interface includes a left sidebar for navigation, a top toolbar for viewing and annotating, and a right sidebar for annotations.

Annotations:

- Annotations Toolbar:** Located at the top right, it includes icons for Keyword Search, Annotations List, and Print & Settings.
- Page Display Options:** Located at the top left, it includes a zoom level of 75% and icons for zooming in/out, panning, and zooming to fit.
- Thumbnails / Outline:** Located on the left sidebar, it shows a list of document sections: Cover Page, Meeting Agenda, Call To Order, Approval of Minutes from Prior Meeting, Speaker, Board Chair's Report, Committee Reports, Old Business, New Business, Voting and Approvals, and Adjournment.
- Navigational Agenda/Outline:** A red arrow points to the left sidebar.
- Type a note on the page:** A red arrow points to a text box on the page.
- Add Notes:** A red arrow points to the text box.
- List of Annotations:** A red arrow points to the right sidebar, which displays a list of annotations for different pages (Page 2, Page 5, Page 8).
- Highlight Text:** A red arrow points to a highlighted section of text in the main content area.
- Go Directly to Specific Page Number:** A red arrow points to a page navigation control at the bottom center showing "8 / 65".

Web Platform Meeting Book Viewer Annotation Tools

 <p>Change color</p>	Text Tools: Highlight, underline & strikethrough
 <p>Change color</p>	Sticky Note: Mark page & type note on left panel
 <p>Change color</p>	Text Box: Type note directly on page
 <p>Change shape or color</p>	Shapes: Draw outlines, arrows & lines
 <p>Change style or color</p>	Freehand Tools: Write or draw on page
	Correction Tools: Undo, redo & erase

Annotation Editing Options

- Style
- Delete
- Move
- Share

Answers to BoardEffect FAQ's

- **You will receive email notification of materials to review or actions to be taken**
- **Email notifications will come from your BoardEffect Administrator**
- **RSVP Response Requests can be answered without logging into BoardEffect**
- **Web platform and app mirror each other, with a few cosmetic differences**
- **App allows offline access to Meeting Books *(after download)***
- **Annotations are automatically saved and synchronized**
- **Annotations are private by default, but can be shared *(if enabled for your organization)***
- **Additional instructional resources are available in the Knowledge Base *(Under Help)***