

# Post

## Dashboard Cheat Sheet & Coordination Instructions

- Create an OMS account to access.
- Read Commander in Chiefs Membership Program
  - <https://www.vfw.org/my-vfw/vfw-training-and-support>
  - Click on Membership Recruiting & Retention Tab
- Review Training Guide & Video for Post level Entries
  - <https://www.vfw.org/my-vfw/all-american-dashboard>
- VMS donations preferred method are made by clicking link at top below your name. Ensure you enter your Post #. Dashboard is updated on Friday by close of business. (Checks can be mailed and accepted)
  - Minimum donation for VMS is \$100
- N/A means Not applicable to Post level.
- KPI Tools mean Key Performance Indicators. Analysis tool for all reports.
  - Gray Bar to the right Options: Numerical is excel based and Graphical option are graphs that show the trends over time.
- Teacher of the Year, Voice of Democracy, Patriots Pen entries are made by Post Adjutant when your winner is submitted to District level Chairman.
  - Program Chairman should provide all information to Adjutant. QM should relay \$ expended/awarded to Adjutant prior to submission.

- Service Officer is automatically updated once Post election is uploaded into OMS by the Post QM.
  - Red or Unmet Means your Post Service Officer is not a current member of your post or is listed as deceased. An amended election report must be submitted into OMS. Will be updated within 24hrs.
- Membership is updated through Memstats daily.
  - Every post is rank ordered by division. Hover over the percentage to see ranking.
- Buddy Poppy is updated by National once the Posts Buddy Poppy order has been invoiced.