



MEMBER MANAGEMENT SYSTEM (MMS)

The MMS provides you with an affordable, easy-to-use, low maintenance, and efficient way to move your membership tasks to the web. With the MMS:

- New members apply through your web site, completing their own data entry using customized data menus;
- Your staff review the application, check on receipt of any fees, and approve or disapprove the member;
- Approved members receive an automatic email from you, welcoming them and providing a password for future updates;
- Members receive automatic emails for renewals;
- Searches of your membership can be public (to promote members to a wide audience) or restricted to other members;
- Searches result in on-screen, up-to-date member profiles - all with the look & feel of your association's web site.

The MMS provides your association with:

<ul style="list-style-type: none"> • Web-enabled Member Application page integrated with your web site's look & feel and address of: http://yourassociation.resume-management.com • Customizable data entry menus for: <ul style="list-style-type: none"> ⇒ Academic qualifications ⇒ Services provided ⇒ Industries served ⇒ Geographic focus ⇒ Type of membership (e.g, full, partner, student, etc.) ⇒ Dues level • Fully functional Search pages accessible over the web 	<ul style="list-style-type: none"> • Ability to search by text in CVs, data menus, or a combination of both • Results pages with links to full member profiles, including photos and brochures or resumes • Renewal email reminders sent annually, and you can see non-renewals to send extra reminders • All Administrative Tools, including easy tools for editing data menus, adding internal users • Ability to edit member profiles and include comments for staff use • A user-friendly help manual and on-line training • A Help Desk providing email support for your staff, members, and the public
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And includes full customization of the initial data menus according to your needs.

We host *your* MMS on our servers, meaning no hardware costs or hassles for you and your staff. We provide all maintenance, backups & upgrades. The data stored on your MMS is [your proprietary data](#) and is available to you should you ever decide to stop this service. (See Service Level Agreement for full details.) We conduct regular back-ups of all data and use leading edge security.

Pricing (all prices in US dollars):

Set-up Fee: \$850	First Month's Fee: FREE
Monthly fees: (All clients start at the minimum level; rates increase only as number of members increase)	
Up to 700 Member Profiles:	\$195/month
701 to 1,300 Profiles:	\$265/month
Over 1,300 Profiles:	\$315/month

Monthly fees are billed following each month of service. There is no minimum period required to begin service.

Guarantee: The set up fee is completely refunded if you decide not to continue during the first month of service.