

# MY SENIOR CENTER

***We are excited to share that MCCOA is implementing the MySeniorCenter automated check-in system, at the senior centers in Atlanta, Hillman and Lewiston!***

*The new system, MySeniorCenter, will soon be installed at the congregate desks in the Atlanta, Hillman and Lewiston Senior Citizens Centers. It's specifically designed to help our staff members and volunteers manage the various sign-ups and sign-ins, and improve the way we report our services to NEMCSA and the MCCOA Board. Moreover, by quickly and accurately detailing which services we're providing, the system will increase our chances of receiving additional funding in the future. Today MySeniorCenter is being used by over 800 senior centers across the U.S. and Canada – so it's a proven tool.*

*To prepare for the conversion, **we request that each of you fill out the Center Registration form in this newsletter and return in person or to the MCCOA office so we can finish setting up the system.** You will then receive a key tag to use that is similar to a library card. We will assist you with getting your account set up and you will be amazed at how fast and easy your sign-ins at the Center will be. Our volunteers and staff will be training on the new system over the next few weeks to make sure this addition is near flawless.*

## **A Change for the Better**

*The new system is extremely easy to use. Here's how it works:*

- 1. All visitors and volunteers will receive a small key tag.  
(The card contains no personal information, but it will allow the new system to recognize you.)*
- 2. Instead of signing into our book, you'll swipe your Key tag at the scanner, or you can enter your name on the touchscreen.*
- 3. Press the touchscreen to select the programs you'll be participating in that day.*
- 4. Press FINISH.*

## **A Smooth Transition**

*Even though MySeniorCenter is designed to be user- friendly, MCCOA staff members and volunteers will be available for the first few weeks to help people operate the new check-in system. We want to make the transition as seamless as possible for everyone.*

*To reiterate, once MySeniorCenter is running smoothly, our registration process will be much more efficient. Our goal is to have MySeniorCenter up and running in early fall!*

MySeniorCenter Registration

Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Spouse: \_\_\_\_\_

Spouse Date of Birth: \_\_\_\_\_

Anniversary date: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_