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| January | * Focus on retention, plan for local pre-[arrears](http://ieee-elearning.org/CLE/mod/glossary/showentry.php?courseid=62&concept=ARREARS) recovery check list in [SAMIEEE](http://ieee-elearning.org/CLE/mod/glossary/showentry.php?courseid=62&concept=SAMIEEE) and contact those members [www.ieee.org/samieee](http://www.ieee.org/samieee) * Check inventory of MD supplies order your MD development Kit * Send welcome notes to new members (IMPORTANT: This Welcome Letter is a monthly recurring activity ( see [www.ieee.org/md](http://www.ieee.org/md) ) * Join the monthly MD webcast |
| February | * Recruitment: distribute membership materials at all section meetings and local events. ( see [www.ieee.org/md](http://www.ieee.org/md) ) * Retention: keep doing what you have started in January. * Remember sending welcome letters and participating in the MD monthly webcast * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) |
| March | * Promote half year membership option, inform local officers members and prospective members that in March starts “pay 6 months and get 10 months of membership” * Plan for student elevation to [GOLD members](http://www.ieee.org/membership_services/membership/gold/member_benefits.html) * Check SAMIEEE and start executing your plan for local arrears recovery * Remember sending welcome letters and participating in the MD monthly webcast * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) |
| April | * Keep promoting half year promotion, now new renewals or joins get 9 months for the price of 6. * Remember sending welcome letters and participating in the MD monthly webcast. * Check SAMIEEE and keep executing your plan for local arrears recovery. * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) |
| May | * Keep promoting half year promotion now new renewals or joins get 8 months for the price of 6. * Remember sending welcome letters and participating in the MD monthly webcast. * Check SAMIEEE and keep executing your plan for local arrears recovery |
| June | * Last month were year-end promotion has sense. Keep promoting half year promotion, now new renewals or joins get 7 months for the price of 6. * Remember sending welcome letters and participating in the MD monthly webcast * Check SAMIEEE and keep executing your plan for local arrears recovery * Plan for student elevation to [GOLD members](http://www.ieee.org/membership_services/membership/gold/member_benefits.html) |
| July | * Consider contest for rewarding nomination of [Senior Member](http://ieee-elearning.org/CLE/mod/glossary/showentry.php?courseid=62&concept=SENIOR+MEMBER) upgrades, re[member grade](http://ieee-elearning.org/CLE/mod/glossary/showentry.php?courseid=62&concept=MEMBER+GRADE) elevation increases likelihood of member renewal * Remember participating in the MD monthly webcast * Check SAMIEEE and keep executing your plan for local arrears recovery |
| August | * If your membership recruitment supplies are in a critical level, consider ordering new supplies. * Promote nomination of Senior member upgrades * Remember participating in the MD monthly webcast |
| September | * Individuals who join IEEE in September get 16 months for the price of 12 make sure to broadcast this promotion. * Be aware and promote student competitions like [IEEEXtreme programing competition](http://www.ieee.org/membership_services/membership/students/competitions/xtreme/index.html" \t "_blank) and Change the World Competition * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) * Remember participating in the MD monthly webcast * Check SAMIEEE and keep executing your plan for local arrears recovery |
| October | * Individuals who join IEEE in September get 15 months for the price of 12 make sure to broadcast this promotion * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) * Remember participating in the MD monthly webcast |
| November | * Individuals who join IEEE in September get 14 months for the price of 12 make sure to broadcast this promotion * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) * Remember participating in the MD monthly webcast * Plan for student elevation to [GOLD members](http://www.ieee.org/membership_services/membership/gold/member_benefits.html) |
| December | * Check list of last renewals in SAMIEE and contact member to renew membership ( [www.ieee.org/samieee](http://www.ieee.org/samieee) ) * Promote nomination of [Senior member upgrades](http://www.ieee.org/membership_services/membership/senior/index.html) * Remember participating in the MD monthly webcast |