



# PRESENTS

## IEEE vTools

### Tutorials

**Topic:** Search and Download  
Reported information for Events

# Table of Contents

- ▶ Search Events
- ▶ Download Event and Report Information

# Search Events

You must be signed in in order to access volunteer functionality

### About vTools Events

IEEE vTools Events is used for managing IEEE Section, Subsection, Chapter and Affinity Group meetings and events.

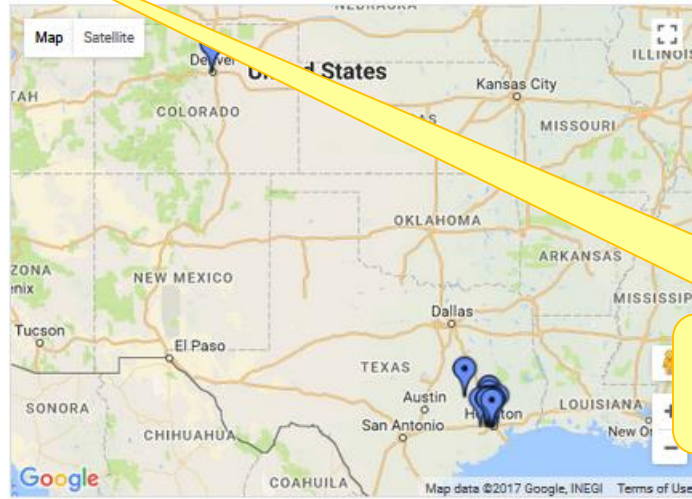
All events that are scheduled in vTools Events are showcased in IEEE Collabratec™ and can be promoted on websites and eNotices.

[Learn more about vTools Events](#)

Map shows all upcoming or past IEEE events.

Region: 5-Southwestern US ▾

Section: HOUSTON ▾



### Recent Activity

- [Legacy Report] IEEE HOU S... Manage
- Microwave Imaging Systems... Manage
- IEEE Houston Section Holid... Manage
- Young Professionals: whole ... Manage
- Heat Tracing Manage
- Science and Technology of M... Manage

Select "Search Events" to show list of events for your organizational unit.

Click on the "Search Events" icon.



# Search Events – cont'd.

IEEE.org | IEEE Xplore Digital Library | IEEE Standards | IEEE Spectrum | More Sites Sign Out

**IEEE vTools** EVENTS  IEEE

VTOLS ▾ SEARCH EVENT/REPORT ADMINISTRATION VIEW FEEDS ABOUT Welcome, [User]

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**SEARCH EVENTS** Learn how to integrate Event notices with your website

Search term <sup>?</sup>  Exact

Event Category

Event Sub-category

Region <sup>?</sup>

Section <sup>?</sup>

Organizational Unit <sup>?</sup>

Society <sup>?</sup>

Event Date & Time <sup>?</sup>  After

Location <sup>?</sup> Within

Virtual? <sup>?</sup>

Click on **“Recent Events for my Section”** to find events for your organizational unit and reports submitted.

Or you may narrow results by selecting dates

Displaying 1-10 of 652 Events found, sorted by Event Date (desc), Region, Section.

← Previous 1 2 3 4 5 6 7 8 9 ... 65 66 Next →

Title	Date	Reg	Section	Location	Virtual?	Reported On	Options
Future IEEE Houston Section Holiday Celebr...	29 Nov 201...	5	HOUSTON	Houston, Te...	No		<a href="#">View</a>   <a href="#">Manage</a>
Advanced Synchronous Generator Topics	09 Jan 2018...	5	HOUSTON	Houston, Te...	No		<a href="#">View</a>   <a href="#">Manage</a>
IEEE Houston Section Holiday Celebration: K...	07 Dec 201...	5	HOUSTON	Houston, Te...	No	08 Dec 2017	<a href="#">View</a>   <a href="#">Manage</a>
Young Professionals: Whole Person Develop...	19 Nov 201...	5	HOUSTON	College Stat...	No	08 Dec 2017	<a href="#">View</a>   <a href="#">Manage</a>
Heat Tracing	14 Nov 201...	5	HOUSTON	Houston, Te...	No	08 Dec 2017	<a href="#">View</a>   <a href="#">Manage</a>
[Legacy Report] IEEE Houston Section - Co...	30 Oct 2017...	5	HOUSTON	Houston, Te...	No	30 Oct 2017	<a href="#">View</a>   <a href="#">Manage</a>
Microwave Imaging Systems for Medical Ap...	27 Oct 2017...	5	HOUSTON	Houston, Te...	No	File Report	<a href="#">View</a>   <a href="#">Manage</a>
Fit for Life: Setting and achieving fitness goa...	26 Oct 2017...	5	HOUSTON	Houston, Te...	No	28 Oct 2017	<a href="#">View</a>   <a href="#">Manage</a>
Severe Residual Voltage Motor Bus Transfer ...	17 Oct 2017...	5	HOUSTON	Houston, TX...	No	26 Oct 2017	<a href="#">View</a>   <a href="#">Manage</a>
IEEE Houston Section 14th Annual Scholarsh...	06 Oct 2017...	5	HOUSTON	Spring, Texas	No	File Report	<a href="#">View</a>   <a href="#">Manage</a>

**Event Date & Time <sup>?</sup>**

Recent Events | Upcoming Events

After

Before

← Previous 1 2 3 4 5 6 7 8 9 ... 65 66 Next →



# Download search results

Click **OK**. The search results in the download include more details for each event and reported information, if applicable. See next slide.

IEEE.org | IEEE Xplore Digital Library | IEEE Stand

Sign Out

IEEE vTools **EVENTS**



VTOLS SEARCH EVENT/REPORT A

Welcome, [ ]

**SEARCH EVENTS**

ent notices with your website

Search term ?

Exact

Event Category

Event Sub-category

Region ?

5

Section ?

HOUSTON

Organizati

now



Clear

Search

Recent Events for my Section

Upcoming Events for my Section

Recent Events for my Region

Upcoming Events for my Region

Displaying 1-20 of 91 Events found, sorted by Event Date (desc).

Please wait for your download to be generated.

**NOTE: There is a limit of 500 events in one download.**

# Event and Report Information in download

Included in the download :  
Event title, Event Date, Category, Organizational Unit, Reported on Date, Reported by, etc.

Event Title	Event Date	Event Category	Event Sub	Region	Section	Organizational Unit	Event Location	Virtual?	Reported On	Reported	Number o	Number o	Number o	Contact Email	Event URL
Where are all of the st	12/16/2017 2:00	Technical	Not Avail	5	HOUSTON	(section)	Houston, Texa	No	21-Dec-17	Kheng Go	4	3	1	mp@ieee.org	http://events.vtools.ieee.org/meeting_view/list_meeting/42861
IEEE Houston Section H	12/7/2017 18:00	Technical	Professio	5	HOUSTON	(section)	United Way-G	No	20-Dec-17	Kheng Go	7	2	5	njouondo@iee	http://events.vtools.ieee.org/meeting_view/list_meeting/145757
Where are all of the st	11/27/2017 10:00	Technical	Not Avail	5	HOUSTON	C16	Houston, Texa	No	23-Dec-17	Kheng Go	4	4	0	mp@ieee.org	http://events.vtools.ieee.org/meeting_view/list_meeting/143991
Where are all of the st	11/27/2017 10:00	Technical	Not Avail	5	HOUSTON	PE31	Houston, Texa	No	23-Dec-17	Kheng Go	4	4	0	mp@ieee.org	http://events.vtools.ieee.org/meeting_view/list_meeting/41502
Where are all of the st	11/27/2017 10:00	Technical	Not Avail	5	HOUSTON	(section)	Houston, Texa	No	23-Dec-17	Kheng Go	4	4	0	mp@ieee.org	http://events.vtools.ieee.org/meeting_view/list_meeting/43419
Young Professionals: V	11/19/2017 14:00	Professional	Professio	5	HOUSTON	YOUNG PROFESSIONALS	Sweet Eugene	No	8-Dec-17	Kheng Go	7	5	2	moriah.s.harg	http://events.vtools.ieee.org/meeting_view/list_meeting/43070
Heat Tracing	11/14/2017 18:00	Professional	Continuin	5	HOUSTON	(section)	Jacobs Engine	No	8-Dec-17	Kheng Go	3	1	2	nnichols@poit	http://events.vtools.ieee.org/meeting_view/list_meeting/42222
[Legacy Report] IEEE H	10/30/2017 11:00	Technical	Not Avail	5	HOUSTON	C16	Houston, Texa	No	30-Oct-17	Paul Donn	50	5	45	coscel@cs.uh.	http://events.vtools.ieee.org/meeting_view/list_meeting/41501
Microwave Imaging Sul	10/27/2017 10:00	Professional	Professio	5	HOUSTON	(section)	Room 102 Blr	No	12-Dec-17	Kheng Go	5	4	1	diarckon@uh	http://events.vtools.ieee.org/meeting_view/list_meeting/146018

**NOTE: There is a limit of 500 events in one download.**

# Thank you!

## IEEE vTools

### End of the tutorial

Thank you for viewing the tutorial. Please remember to visit vTools' site (<http://vtools.ieee.org>) to learn more about our projects. If you have any questions regarding [vTools.Events](#), please email us at: [vtools@ieee.org](mailto:vtools@ieee.org).

Thank you!