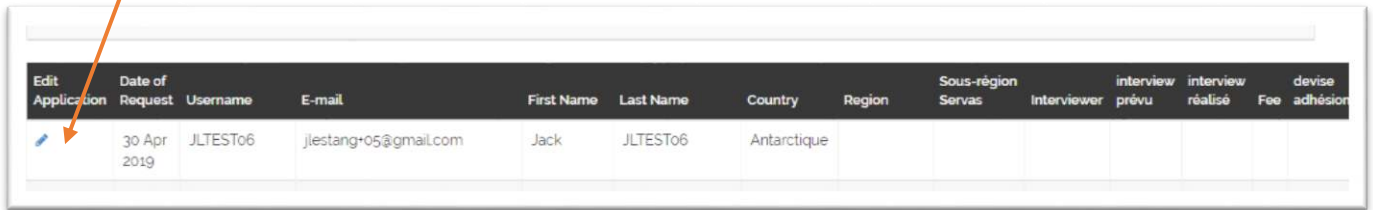



Day Host Only – New Role

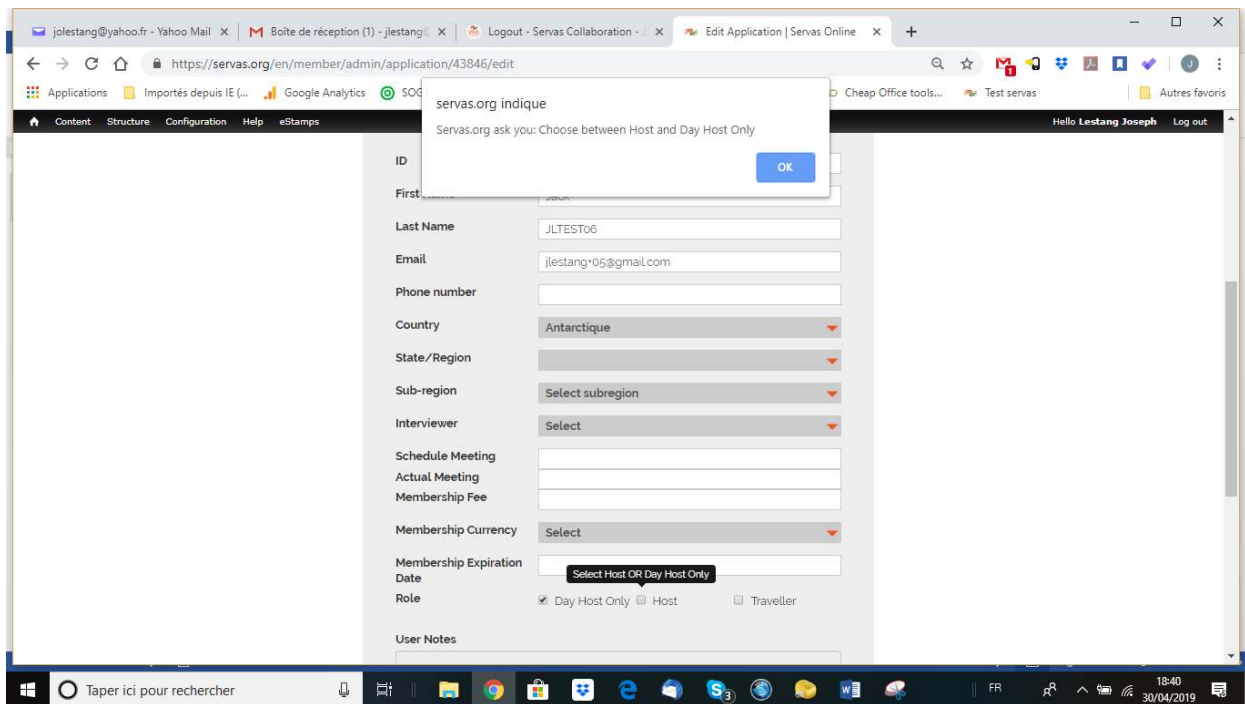
1- For the Administrator

In Application, to admit a new member, click on the pen on the left of the applicant, to Edit the Application form.

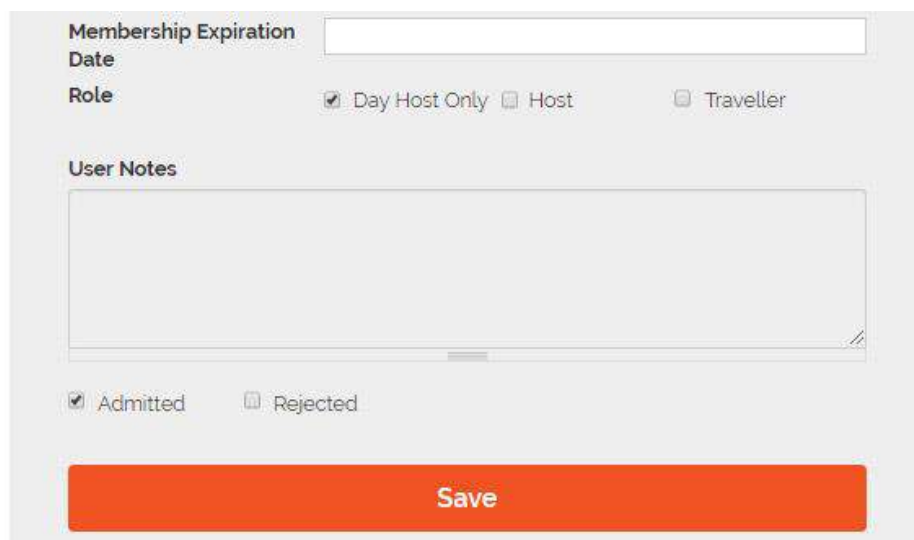


Edit Application	Date of Request	Username	E-mail	First Name	Last Name	Country	Region	Sous-région Servas	Interviewer	interview prévu	interview réalisé	devisé adhésion
	30 Apr 2019	JLTESTo6	jlestang+05@gmail.com	Jack	JLTESTo6	Antarctique						

Complete the Application form with Details of Meeting, Membership fee and Currency, if any, expiration date.

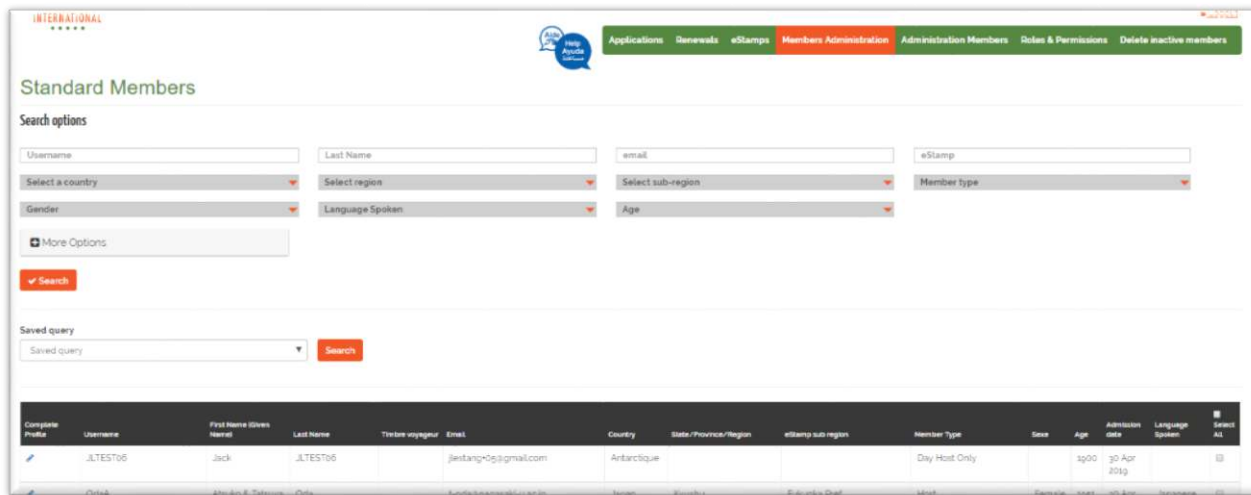


You have to select Host **OR** Day Host only, you can't select both, but you can select **Host AND Traveller** or **Day Host Only AND Traveller**. Admit the new member after selecting the role(s), then Save.

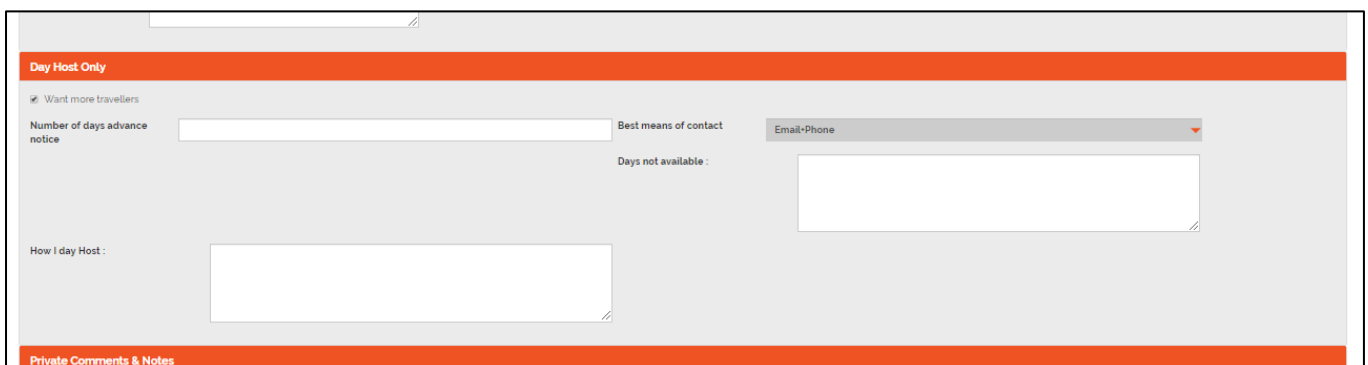
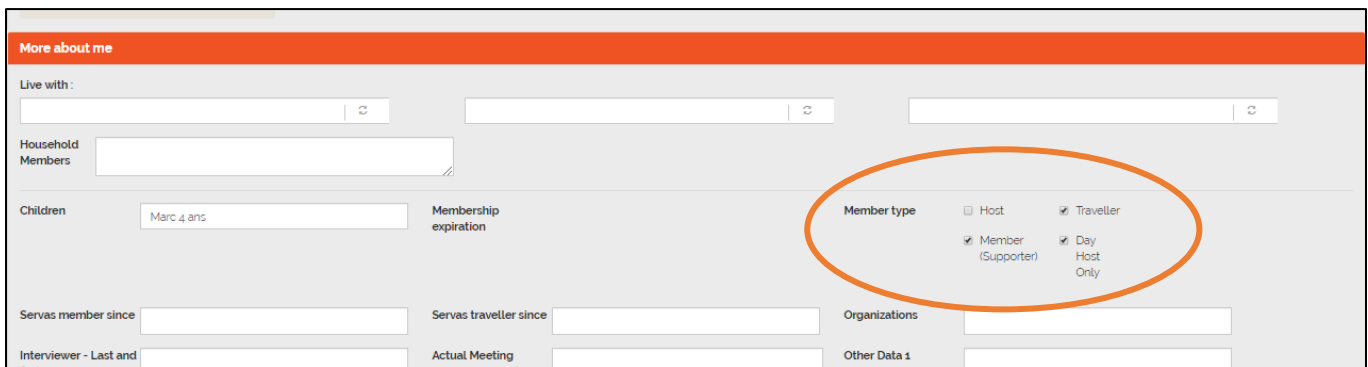


- Selecting Traveller role will create a LOI section in the member profile
- Selecting Host role will create an Hosting section in the member profile
- Selecting Day Host Only role will create a Day Hosting section in the member profile

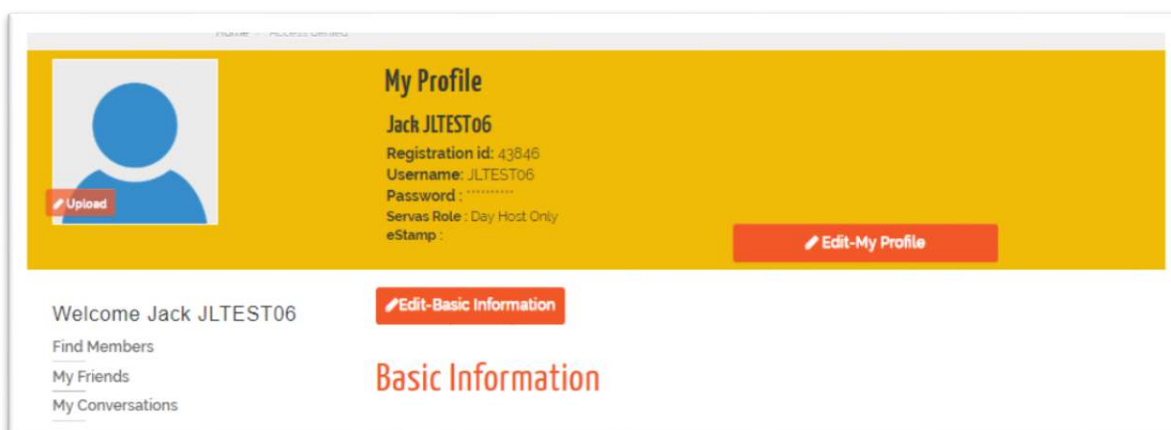
After admitted a member, you can open Members Administration to complete the profile.



If the member was Host and wish to change to be only Day Host, you can change his role by deselecting Host and selecting Day Host Only. As Administrator you can complete the Day Host only section.



2- For the members, when they open their profile:



After the Basic Information and the More About me, they have the “Day Host Only” section to complete.

- Want more travellers
- Days not available (as holiday...)
- Number of day advance notice (only one number)
- Best mean of contact – select in the rolling list
- How I day host – Explain what you propose to your guest as Day Host

Click on “Edit-Day Host only” to complete the Day Host section.

Edit-Day Host Only

Day Host Only

Dates not available: No

Souhaite plus de visiteurs: No

Prévenir en avance de ... Jours: No

Best means of contact: Email+Phone

How I day host: Email+Phone

Edit-Day Host Only

Fill the fields, then click on Update your Day Host Only Information to save the Day Host section

Day Host Only

Days not available :

Want more travellers

Number of days advance notice

Best means of contact

How I day Host :

Free Text

Write a number even 0 for NPNR


Rolling list

Update your Day Host Only Information

Identity & goals | Terms of use | Contact us | Website credits | Servas 2019

1 **members** found [Switch to map view](#)

Select All Result per page **5**



Jack JLTEST06

Nearest city: Georgetstown
Languages: English,Croatian
Interests:
Day Host Only
[View Complete Profile](#)

[Filter Members](#)
[Print List](#)

When you click on View Complete Profile, you see all the sections including the Day Hosting.

JACK JLTEST06
 JLTEST06
 Service Role: Day Host Only & Traveller
 Membership until: ...
 Traveller Stamp until: ...

[Add as a friend](#)
[Send a message](#)

Welcome JLTEST06

- [My Profile](#)
- [Find Members](#)
- [My Friends](#)
- [My Conversations](#)
- [News](#)

Basic Information

Age: 29
 Gender: Male
 Occupation: Entrepreneur
 Country: Antiquite
 Nearest city: Georgetstown
 Email: jtestang06@gmail.com
 Phone: 0854262873
 Mobile: 0854794533
 Language: English (fluent), Croatian (basic)
 Current Address: 0 rue des Maisons
 4 85403
 AVERDON
 How to get there: Install them to pick you up

More about him

Children: Married
 Interests: reading, biking and travelling
 Traveled to: Europe and USA
 Lived in: Germany, Mozambique
 More information/Self-description: a serggivictor; test

Letter of Introduction

Personal background: test only for testat; minimum
 Children travelling with me:

Day Hosting

Dates not available:	Holiday in June and December!
Want more travellers:	Yes
Number of days advance notice:	4
Mean of contact:	Email+Phone
How I day host:	I will show you the old town and the the oldest houses.

Day Hosting

Dates not available:	Holiday in June and December
Want more travellers:	Yes
Number of days advance notice:	4
Mean of contact:	Email+Phone
How I day host:	I will show you the old town and the the oldest houses.

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