Alpha Kappa Psi Technology Resources
(The below list includes the major uses of AKPsi’s online systems, these systems may be used for additional functions not listed)

**SmarterSelect**
- Chapter Uses:
  - Login:
    - Username: betaalpha@akpsi.org (unique to each chapter)
    - Password: Alphakappapsi1904
    - Contact cerc@akpsi.org for any login issues
  - Chapter Forms:
    - Chapter Success Plan
    - Chapter Success Plan Reflection
    - Bridge Syllabus
- Individual Member Uses:
  - Login: Create individual account
  - Individual Forms:
    - UK Expansion
    - The Academy
    - All- AKPsi Academic Team
    - Foundation Scholarships

**myAKPsi Community**
- Login:
  - ChapterSpot registered email + .myakpsi
- Uses:
  - ChapterSpot Login Portal
  - Event Registration
  - Collaboration groups for Officers
  - Bridge Lesson Track
  - Officer Training Tracks and Roadmaps

**ChapterSpot**
- Login:
  - Login through the myAKPsi Community with your ChapterSpot registered email
- Uses
  - Roster Management
    - Recruitment Campaigns
    - Membership Status Changes
• Pledge to Collegiate, LOA, Suspensions, Reinstatements, Alumni
• Transfers
  o Brother Reinstatement Form (found in Checklist App Form Library)
• Officer Reporting
  o Must be reported through elect position
  o Dues Invoices for Collegiate members
• HQDocs
  ▪ Location of Chapter files
  ▪ Chapter Success Plan and Reflection PDFs
  ▪ Bridge Syllabus PDF
  ▪ Pulse Point Notification Cards
  ▪ Mid-Year and Year-End Reviews
• Submission Uploads
  ▪ Chapter and Executive Board Minutes
  ▪ Pulse Point Response and Report Cards
  ▪ Chapter Bylaws

Email Communication
  - Login:
    o Your ChapterSpot registered email
  - Uses:
    o Monthly Officer Newsletter
    o Monthly Collegiate Newsletter
    o Annual SWOT Survey
    o Pulse Point Program communication
    o Financial Invoices, Credits, and Statements
    o Event Registration Information
    o Announcements about new programs and initiatives
    o Communication from Heritage Center staff and volunteers

Chapter-Specific Fundraising Page (Hosted by Classy)
  - Login:
    o The chapter must request the AKPsi Foundation to add their individual page.
  - Uses:
    o The AKPsi Foundation will create a chapter-specific fundraising page for your membership to use in sponsorship letters, newsletters, and social media posts.
Commonly Used Website Forms
- Brother Reinstatement Form (used for transfers)
- Distinguished Service Award Application
- Faculty or Honorary Membership Form
- Member Payment Center
- Overnight Pledge Retreat Approval Form
- Request a Chapter-Specific Fundraising Page
- Request to Add an Additional Liability Party Form
- Scavenger Hunt Request Form
- Update Chapter Address Form