

Review membership card expiry dates

Read validity dates in the member register and prepare a manual status update when a card has expired.

4 min · Context-dependent availability · 2026-09-21

Before you begin

- ✓ The Summer camp feature must be enabled and you need Manage oratory memberships.
- ✓ Select the club and campaign to review.

1

STEP 1 OF 4 · 1 MIN

Review the campaign register

Open Members & cards. Each row displays Valid until alongside category and type, plus the manual status and calculated insurance badge.

There is no dedicated expiry filter, date sort or automatic change to Expired.

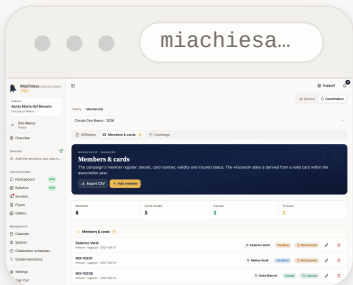


Fig. 1 Read dates within the selected campaign.

2

STEP 2 OF 4 · 1 MIN

Open the card to verify

Select Edit member on the relevant row and compare Valid from, Valid until and status. The Insured badge derives from Issued status and today falling within the range.

The capture opens NOI-10231 without changing its data.

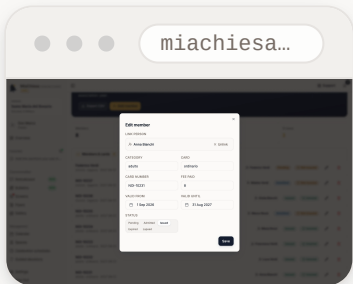


Fig. 2 The record exposes the dates needed for review; no change has been saved.

3

STEP 3 OF 4 · 1 MIN

Prepare the Expired status

After confirming that validity has ended and no renewal exists, select Expired. Correct dates or number instead if official records show a different renewal.

The capture selects Expired but does not press Save, so the member register remains unchanged.

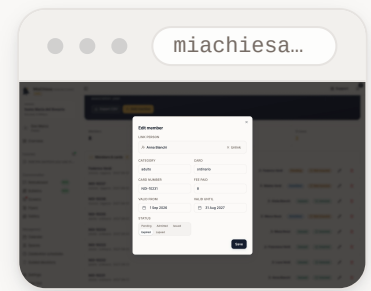


Fig. 3 The update is prepared and unsaved; confirm only after checking.

4

STEP 4 OF 4 · 1 MIN

Repeat or use the export

Press Save to apply a verified change and repeat for other rows. For a long list, Export CSV lets you sort or search the Valid until column outside the screen.

The export and badge support review but do not update card statuses.

What you have achieved

- ✓ You can read validity, manual status and the insurance badge without confusing them.
- ✓ You prepared a possible Expired update without claiming it was saved in the capture.

Troubleshooting

The date has passed but the status is still Issued



Status does not change automatically. Open the row, confirm there is no renewal and update it manually.

I cannot filter expiry dates



The list has no expiry filter. Export the campaign CSV and sort Valid until, then apply only verified updates in MiaChiesa.