



OMEGAFI®

April 28, 2023



Omega**Recruit**

Hello, next week is Master Reset!

**A friendly reminder to [update your admin users](#) in
preparation for **May 1st Master Reset!****

**Please see the details below with additional steps to ensure you
are ready.**

WHAT THIS MEANS FOR YOUR CHAPTER

- Voting users, PNMs, and PNM data will be **cleared** from the system.
- Your chapter and administrator users will **remain** in the system.
- After **May 1ST**, the new administrator(s) will be prompted to update chapter information and then directed to the "Getting Started" screen with setup steps and practice files.

ACTIONS TO TAKE BEFORE MAY 1ST

- [Add the member\(s\)](#) who will serve as administrators for the next recruitment, so they have access to OmegaRecruit after the Master Reset.
- [Update the previous administrators](#) to regular users by unchecking the Admin box on the User List.



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- [Download any data](#) you may need from the 2021-2022 recruitment season. You will **NOT** be able to access it after **May 1st**.

IMPORTANT REMINDERS

- You may begin practicing and prepping for Fall recruitment using the system beginning on May 2nd.
- All new admins will use their existing OmegaRecruit login credentials.
- Once you add voting users, they will also use their existing OmegaRecruit login credentials.
- If users did not use OmegaRecruit in the previous year, they will receive an email to create their account.
- Encourage all voting users to get logged in well in advance prior to recruitment and [practice](#) using the system.

May Webinar: How to Set Up a Mock Recruitment

Select the button above to register for our May webinar! Join us to learn how to set up mock recruitments this summer to practice for Fall.

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