## **Looking for Volunteer Options**

 Connect to <u>https://app.betterimpact.com/Login/Volunteer</u> and sign in with your username and password. If you have forgotten your username or password, use the link at the bottom of the Login window.

## MyVolunteerPage.com Login

Login	Privacy Policy
Username Usernames are not case sensitive. Password Passwords are case sensitive. Eorgot your username or password? Login	Information contained here is only visible to you and the specific organization(s) you volunteer for. It will neither be disclosed to any other party nor used for any other purpose. Click here to view the complete MyVolunteerPage.com privacy policy.

2. Once you login, you will see your Home page with your name and upcoming shifts.

Terra Linda Elementary								
HOME OPPORTUNITIES SCHEDULE HOURS REPORTS CONTACT	MY PROFILE							
Home	? Help Out							
Welcome Upcoming Shifts								

3. Click on **Opportunities** tab, then appropriate filters (Activities with openings, Organization should be Terra Linda). Note that I have checked "Group by Category" and "Collapse Categories by default." This makes the list shorter, but you will need to click through on the categories to see the options. Click "Filter Activities" Button to get a new list. Check the box next to **Make these my default filters**, to default to these filters for future logins.

номе	OPPORTU	NITIES	SCHEDULE	HOURS	REPORTS	CONTACT			MY PRO	FILE
Орро	rtunitie	es							? Help 😃	Log Out
• Filte	r Activities									
FILT	ERS	Only in Only in	clude activities that clude activities that	I am qualified f have openings	or available					
		Include acti	ivities for which I an erally Available	n currently ) Signed Up	Scheduled	On the backup	list			
ORC	SANIZATION	Show All					•	]		
SOF	хт	Activity Na	ame	¥						
DIS	PLAY	Group b	by category e categories by def	ault						
							Make these my defa	ult filters 🗹 F	ilter Activities	

4. Then, you will have a list of categories. Each category has multiple activities below it. Click on the category to see the activity options:

Terra Linda Elementary School O (K) - Clark	<ul> <li>Running Club</li> </ul>	
▶ 0 (K) - Kohl	Help keep track of laps the students run and encourage students. Meet at the track after signing in to the Volunteer Computer and grabbing your name be	adge.
▶ 0 (K) - Meinhart	Activity	
1 - Marlia/Clement	10:45-11:45 (Kindergarten/ First Grade/ Second Grade)	
	11:45-12:30 (Fifth Grade/ Fourth Grade)	
▶ 1 - Schrader		
• 1 - Schroeder	Science Fair	
> 2 - Piper	Staff Appreciation	

## Category List Collapsed

Expanded to show activities

5. Signing up: click on the Activity title to get to sign-up. Here, "10:45 – 11:45" from above is selected:

DATE	START	END	Overlap	Openings	Who?	Actions	•
Tuesday, October 10, 2017	10:45 AM	11:45 AM		5 / 5	2	+ Sign Up	
Thursday, October 12, 2017	10:45 AM	11:45 AM		5 / 5	2	+ Sign Up	
Tuesday, October 17, 2017	10:45 AM	11:45 AM		5/5	2	+ Sign Up	
Thursday, October 19, 2017	10:45 AM	11:45 AM		5 / 5	2	+ Sign Up	

You see that 5 of 5 openings are still available. If some were filled, you could click on the icon of a person's head to see who had signed up. Click on the + Sign Up button to sign up yourself. Confirm.

Made a mistake? Signed up where you didn't want to? Click on Schedule tab at top of your screen. You
will see a list of "unscheduled activities" and "scheduled" ones. Find the activity, and click the x
Remove button.

Scheduled Activities							
To subscribe to weekly remine	der emails or subscribe to a calenda	ar feed v	visit <u>your contact infe</u>	ormation page.			
FILTER From 11/30/2016	I™ To 11/30/2016 I™ Filt	ter Shifts					
ORGANIZATION	ACTIVITY		DATE			WHO?	ACTIONS
Terra Linda Elementary School	Running Club - Running Club Wednesday Morning	0	Wed 11/30/2016	8:00 AM	8:30 AM	2	× Remove
							Sala