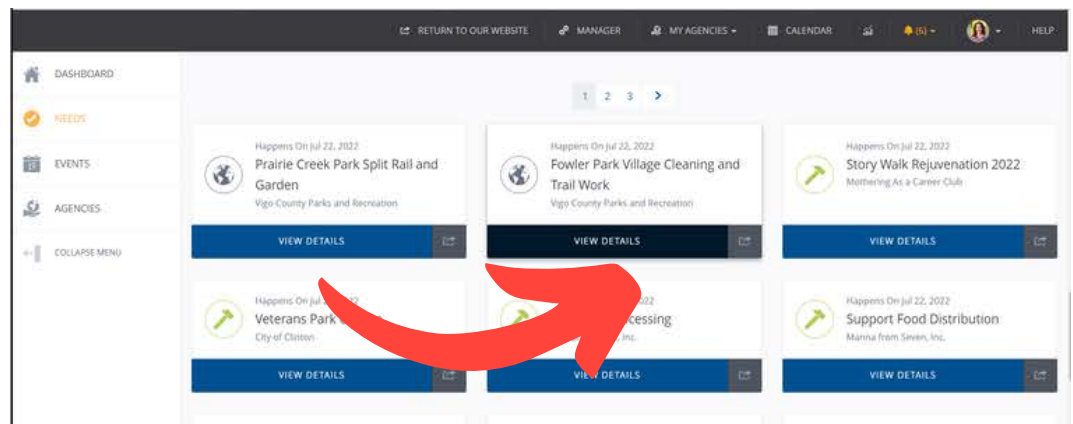


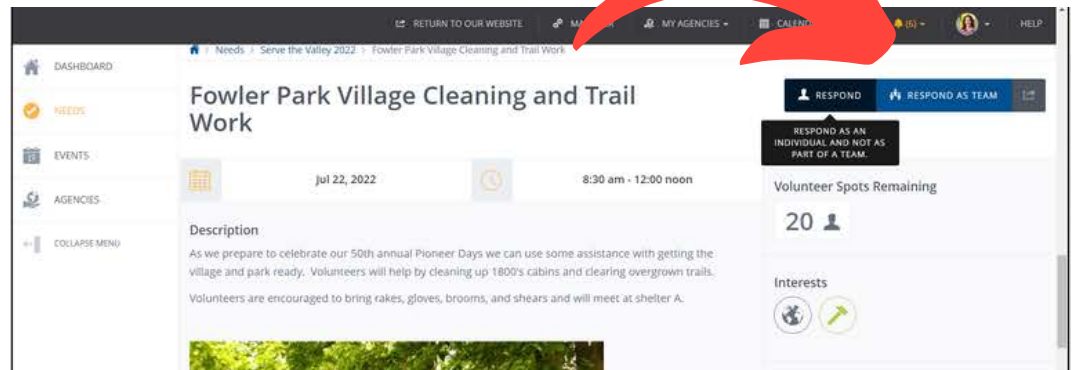


Volunteer Sign-Up Guide

Select a volunteer need to learn more.



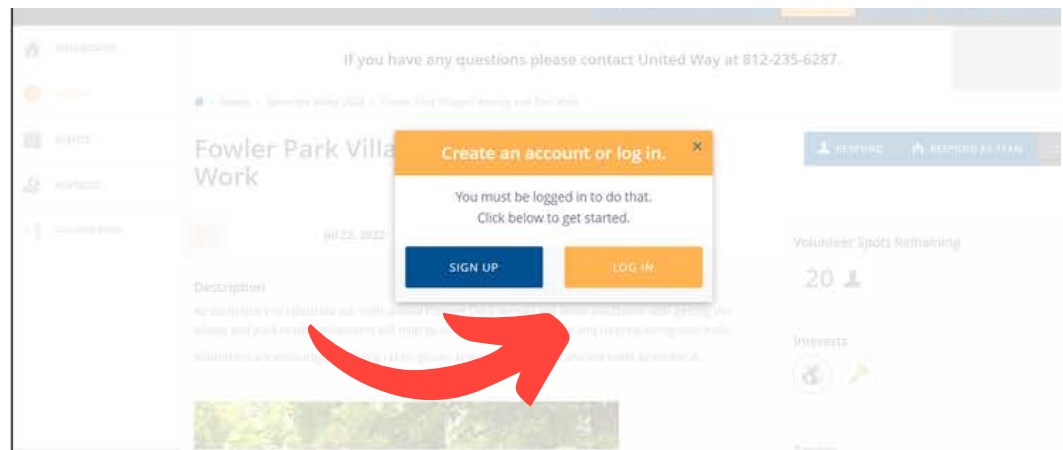
Once you find a need to sign up for you will respond.



You can respond as an individual or a team (2+).

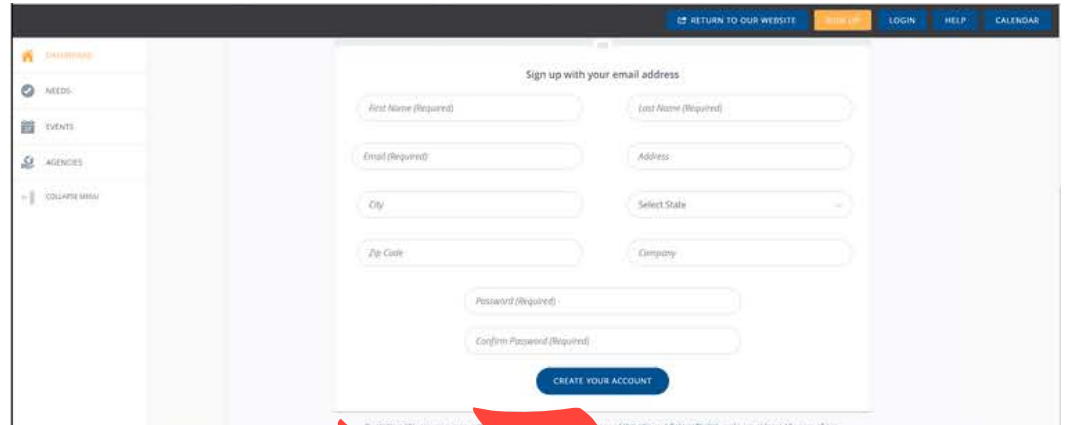
Individual Response

You will need to sign-up for the site or log-in if you already have an account.



Individual Response

For a new account fill in the required info and hit Create.

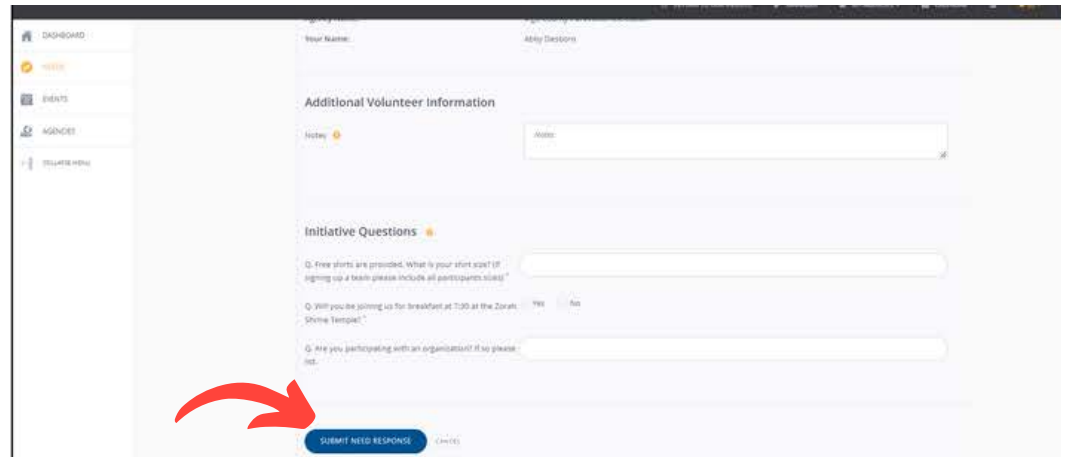


A screenshot of a web application's account creation page. The page has a dark header with links for 'RETURN TO OUR WEBSITE', 'LOGIN', 'HELP', and 'CALENDAR'. On the left is a sidebar menu with 'DASHBOARD', 'NEEDS', 'EVENTS', 'AGENCIES', and 'COLLAPSE MENU'. The main content area is titled 'Sign up with your email address' and contains several input fields: 'First Name (Required)', 'Last Name (Required)', 'Email (Required)', 'Address', 'City', 'Select State', 'Zip Code', and 'Company'. Below these are 'Password (Required)' and 'Confirm Password (Required)' fields. A blue button labeled 'CREATE YOUR ACCOUNT' is at the bottom. A red arrow points from the bottom of this form towards the next screenshot.

Individual Response

Fill out the initiative questions and hit submit!

ALL DONE!



A screenshot of a web application's 'Additional Volunteer Information' form. The page has a dark header with 'RETURN TO OUR WEBSITE', 'AGENCIES', and 'CALENDAR'. The sidebar menu is on the left. The main content area is titled 'Additional Volunteer Information' and includes a 'Notes' field. Below that is the 'Initiative Questions' section with three questions: 'Q. Free shirts are provided. What is your shirt size? (If signing up 4 team please include all participants sizes)', 'Q. Will you be joining us for breakfast at 7:00 at the Zorah Shrine Temple?', and 'Q. Are you participating with an organization? if so please list...'. A blue button labeled 'SUBMIT NEED RESPONSE' is at the bottom. A red arrow points from the bottom of this form towards the next screenshot.

Team Response

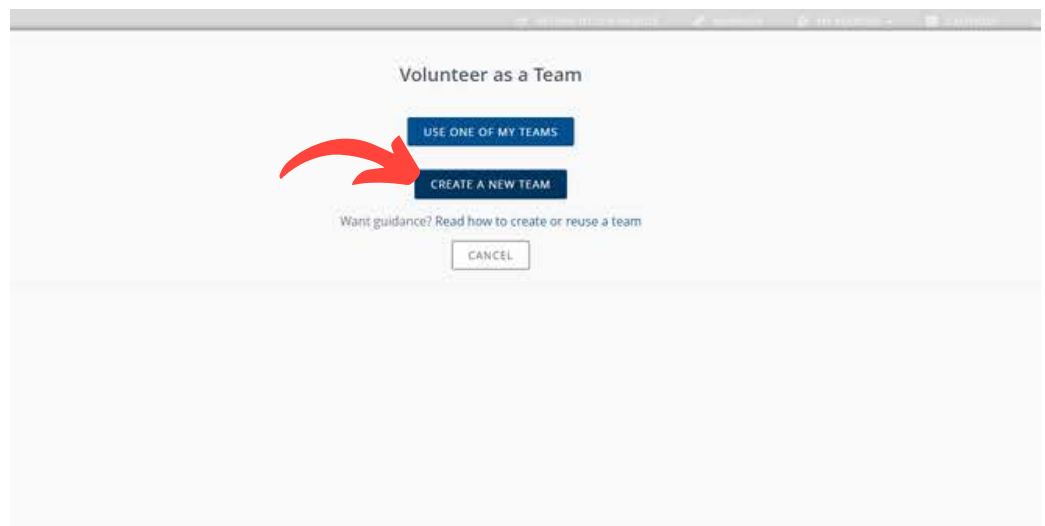
To reply for 2+ people use this option.



A screenshot of a web application's event page for 'Fowler Park Village Cleaning and Trail Work'. The page has a dark header with 'RETURN TO OUR WEBSITE', 'AGENCIES', and 'CALENDAR'. The sidebar menu is on the left. The main content area shows the event details, including the date 'Jul 22, 2022' and time '8:30 am - 12:00 noon'. There are two buttons: 'RESPOND' and 'RESPOND AS TEAM'. A red arrow points to the 'RESPOND AS TEAM' button. A tooltip is visible over the 'RESPOND AS TEAM' button, stating: 'RESPOND AS A TEAM: ONCE YOU'VE NAMED YOUR TEAM AND DESIGNATED A TEAM LEADER, YOU CAN RESERVE SPOTS AND ADD TEAM MEMBERS.' Below the event details is a description and a photo of a log cabin. On the right, there are sections for 'Volunteer Spots Remaining' (20), 'Interests', and 'Agency' (Vigo County Parks and Recreation).

Team Response

Select Create a New Team



A screenshot of a web application's 'Volunteer as a Team' selection screen. The page has a dark header with 'RETURN TO OUR WEBSITE', 'AGENCIES', and 'CALENDAR'. The main content area is titled 'Volunteer as a Team' and contains two blue buttons: 'USE ONE OF MY TEAMS' and 'CREATE A NEW TEAM'. A red arrow points to the 'CREATE A NEW TEAM' button. Below the buttons is a link: 'Want guidance? Read how to create or reuse a team'. At the bottom is a 'CANCEL' button.

Team Response

Create a team name.

If you are volunteering select Add Me.

If you are signing up others only skip this step.

Team Response

Check the leader box.

Click yellow triangle to answer shirt size and breakfast questions.

Team Response

If you want to list other volunteers names select Add Volunteer.

Team Response

Fill in required info and click Add Team Member.

If you do not know shirt size type TBD.
Email shirt sizes to adesboro@uwwv.org

The screenshot shows the 'Build Your Team' form. At the top, it says 'Build Your Team' and 'Want guidance? Read how to create a team'. Below this is a text input field for 'Team Name *'. Underneath are three buttons: 'ADD ME', 'ADD VOLUNTEER', and 'ADD FROM A USER GROUP'. To the right, there are two questions: 'How big is my team now?' and 'How big can my team be for this need?' with a '20' value. Below these is a section for adding new team members, with instructions to 'Check by a name to select one or more team leaders.' A table with columns 'LEADER', 'FIRST NAME', 'LAST NAME', 'EMAIL', 'QUESTIONS', and 'REMOVE' is present. Below the table is a 'Reserve Additional Slots' dropdown set to '0'. At the bottom are 'FINISH' and 'GO BACK' buttons. Red arrows point to the 'Team Name' field and the 'ADD ME' button.

The screenshot shows the 'Build Your Team' form with 'UWWV' entered in the 'Team Name *' field. The 'ADD ME' button is now highlighted. The table below has one entry: a checked box in the 'LEADER' column, 'Abby' in 'FIRST NAME', 'Desboro' in 'LAST NAME', 'adesboro@uwwv.org' in 'EMAIL', and a yellow triangle in the 'QUESTIONS' column. A red arrow points to the yellow triangle. Below the table is a 'Reserve Additional Slots' dropdown set to '0'. At the bottom are 'FINISH' and 'GO BACK' buttons. Red arrows also point to the 'ADD ME' button and the 'SHOWING 1 OF 1 ENTRIES' text.

The screenshot shows the 'Build Your Team' form with 'UWWV' entered in the 'Team Name *' field. The 'ADD VOLUNTEER' button is now highlighted. The table below has one entry: a checked box in the 'LEADER' column, 'Abby' in 'FIRST NAME', 'Desboro' in 'LAST NAME', 'adesboro@uwwv.org' in 'EMAIL', and a yellow triangle in the 'QUESTIONS' column. A red arrow points to the 'ADD VOLUNTEER' button. Below the table is a 'Reserve Additional Slots' dropdown set to '0'. At the bottom are 'FINISH' and 'GO BACK' buttons. Red arrows also point to the 'Team Name' field and the 'SHOWING 1 TO 1 OF 1 ENTRIES' text.

The screenshot shows the 'Add Team Member' form. It has fields for 'Email', 'First Name (Required)', and 'Last Name (Required)'. Below these are three questions: 'Q. Free shirts are provided. What is your shirt size? (If signing up a team please include all participants sizes)*', 'Q. Will you be joining us for breakfast at 7:30 at the Zorah Shrine Temple? *' with 'Yes' and 'No' radio buttons, and 'Q. Are you participating with an organization? If so please list.'. At the bottom are 'ADD TEAM MEMBER' and 'CANCEL' buttons. A red arrow points to the 'ADD TEAM MEMBER' button.

Team Response

To skip listing all volunteers select the reserve additional spots for those not listed above on the team.

For shirt sizes just list sizes and quantity under a listed team members questions.

The screenshot shows the 'Build Your Team' form with 'UJWW' entered in the 'Team Name' field. A dropdown menu is open over the 'Reserve Additional Slots' field, showing a list of numbers from 0 to 19. A red arrow points from the 'Reserve Additional Slots' field to the dropdown menu.

LEADER	FIRST NAME	LAST NAME	EMAIL	QUESTIONS	REMOVE
<input checked="" type="checkbox"/>	Abby	Desboro	adesboro@ujww.org		
<input type="checkbox"/>	Danielle	Ispell			

Team Response

When all set click Finish to submit your registration.

The screenshot shows the 'Build Your Team' form with 'UJWW' entered in the 'Team Name' field. The 'Reserve Additional Slots' field is set to '2'. A red arrow points from the 'Reserve Additional Slots' field to the 'FINISH' button.

LEADER	FIRST NAME	LAST NAME	EMAIL	QUESTIONS	REMOVE
<input checked="" type="checkbox"/>	Abby	Desboro	adesboro@ujww.org		
<input type="checkbox"/>	Danielle	Ispell			

Team Response

To update your team - add/remove members or slots, change/add shirt sizes, or update breakfast RSVP click your profile and select My Teams.

The screenshot shows the United Way dashboard. A dropdown menu is open over the user profile, showing options: VIEW PROFILE, EDIT PROFILE, TRACK HOURS, VOLUNTEER SCHEDULE, QUALIFICATIONS, MY FILES, NEED RESPONSES, MY TEAMS, MY USER GROUPS, INBOX, and LOGOUT. A red arrow points from the 'MY TEAMS' option to the 'My Teams' link in the dashboard.

United Way of the Wabash Valley

Volunteer Wabash Valley

Serve the Valley 2022

July 22nd 8:30 am - 12 noon

United Way of the Wabash Valley is providing a fun volunteering event. Serve The Valley! Join us on July