

v.volunteer

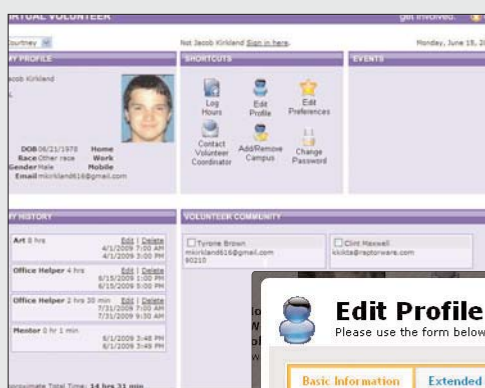
virtual volunteer help sheet



Thank you for volunteering your time. We have a unique program for our volunteers—it's called Virtual Volunteer. It's part of our V•soft security software that helps keep our school safe.

This Help Sheet is designed to aid our volunteers in utilizing this easy-to-use software for volunteering for events, tracking hours, and communicating with other volunteers at our school.

As one of our volunteers, you can sign in to Virtual Volunteer from any computer with an internet connection. Simply go to: www.v-volunteer.com. Follow the instructions, and fill in the information required. You can sign in with your e-mail address and the password you created. Your school district must invite you to the program by putting your e-mail address in your V•soft profile.

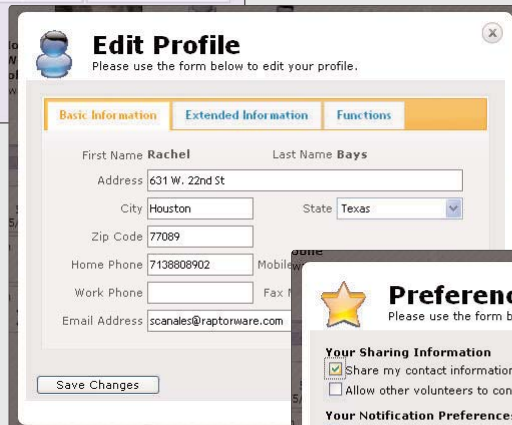


The Virtual Volunteer screen will contain the Events list, your profile information and picture, and e-mail information for other volunteers.

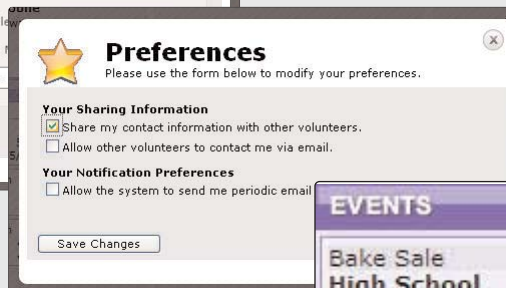


You can communicate with other volunteers with the new Volunteer Community.

Your profile information can be edited by clicking the "profile" button.



Clicking the "preferences" button will allow you to set your Sharing Information and your Notification Preferences.



You may sign up for one or more of the events listed by clicking on the event name. The Event View will open. Click "sign up" to sign up for the event.



Track your hours by clicking on the "log hours" button.

For technical support e-mail us at support@raptorware.com