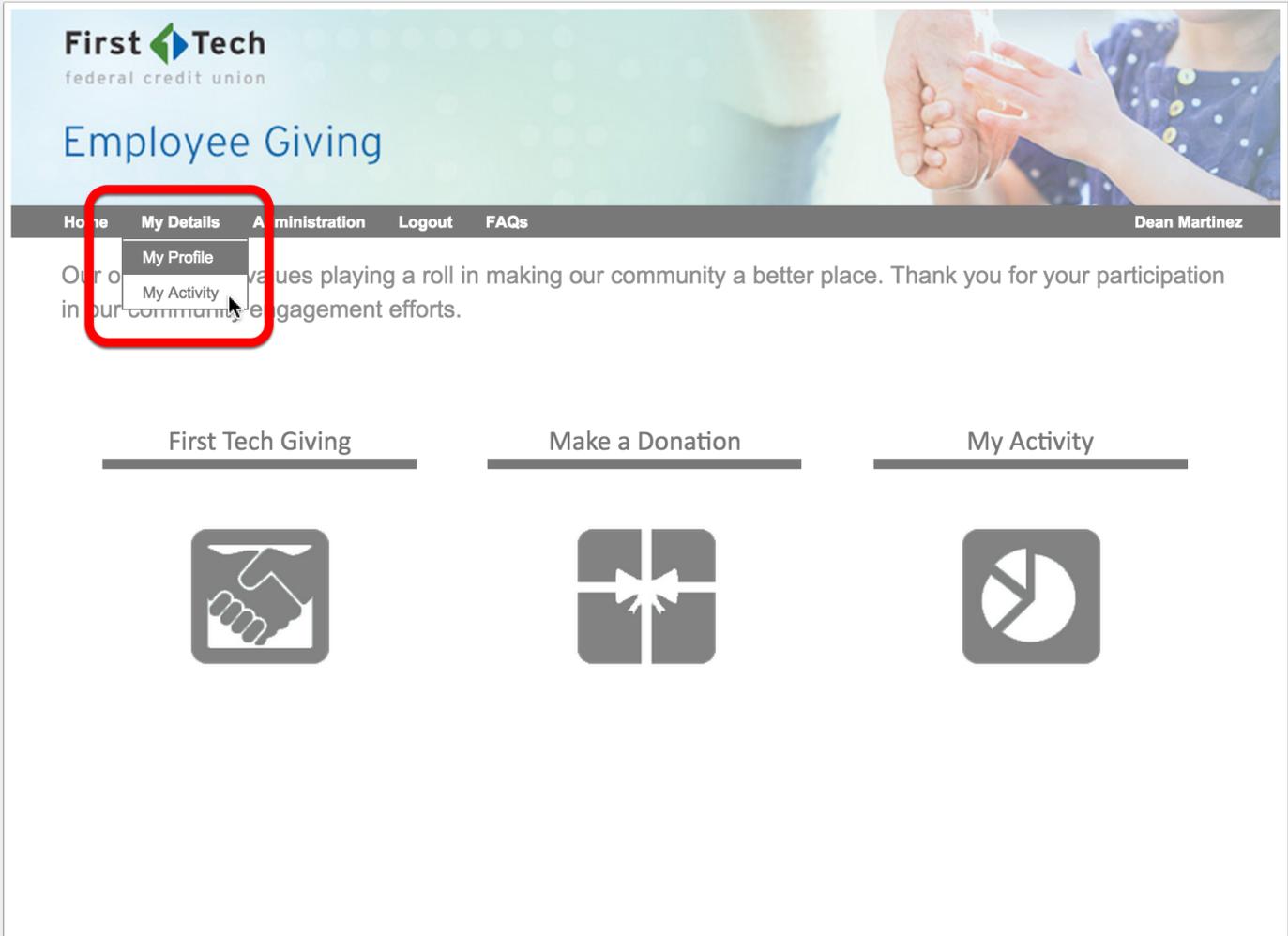


Manage Profile and Volunteering History

Users - Under "My Details," click "My Activity."



Manage Profile and Volunteering History

Users - Managing Time Donations.

1. Click "time."
2. View and edit hours to a particular event.

The screenshot displays the 'Donation History' interface. At the top, there are two tabs: 'Financial' and 'Time'. The 'Time' tab is selected and highlighted with a red circle and a '1' in a black circle. Below the tabs, the page title 'Volunteer Activity' is shown, along with an 'Export to:' option with icons for CSV and PDF. A summary line indicates 'Total Hours Donated: 2.00'. A table with columns 'DATE', 'HOURS', 'NON-PROFIT PARTNER', 'DESCRIPTION', and 'STATUS' is visible. A red box highlights the table and a modal window. The modal contains a 'Delete This Donation' button with a trash icon, a 'Saved' button with a checkmark, and a 'Cancel' button with an 'X' icon. The table row shows a date of '2015-01-11', '2.00' hours, 'FATHER FLANAGANS BOYS HOME' as the partner, and 'Test 1' as the description.

DATE ▲	HOURS ▲	NON-PROFIT PARTNER ▲	DESCRIPTION ▲	STATUS ▲
2015-01-11	2.00	FATHER FLANAGANS BOYS HOME	Test 1	

Manage Profile and Volunteering History

Users - Changing Profile Information

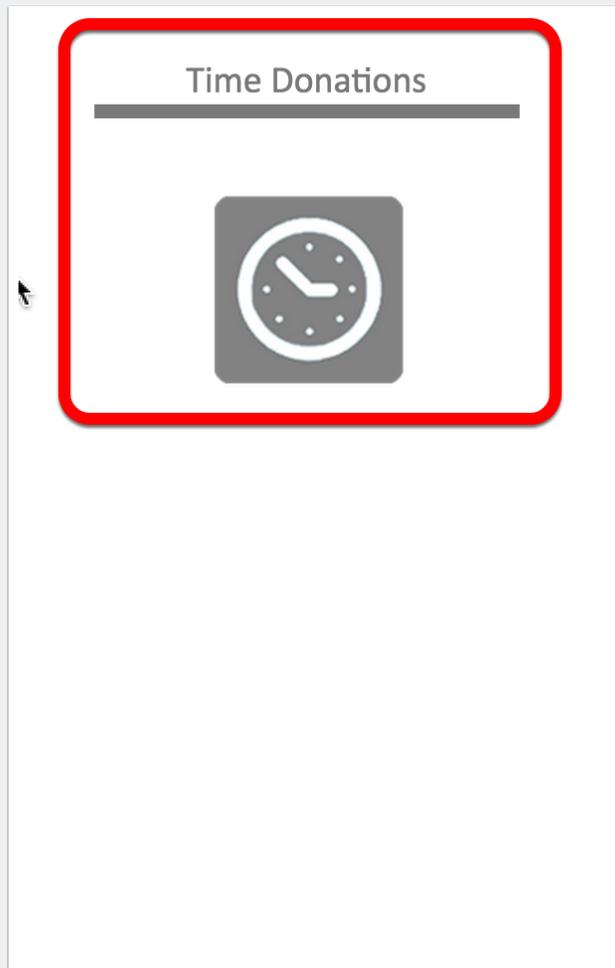
1. Under "My Details," click on "My Profile."
2. Scroll through to change profile information.

The screenshot shows a user interface for managing profile information. At the top, a navigation bar includes links for Home, My Details, Administration, Logout, and FAQs, with the user's name 'Dean Martinez' on the right. A dropdown menu under 'My Details' is open, showing 'My Profile' (highlighted with a red box and a circled '1') and 'My Activity'. Below the navigation, a message reads: 'Outstanding volunteers play a roll in making our community a better place. Thank you for your participation in our community engagement efforts. Please take a moment to contribute to your profile.' The main content area is titled 'Your Information' (labeled with a circled '2') and contains several input fields: 'First Name *' with the value 'Dean', 'Last Name *' with the value 'Martinez', 'Email *' with the value 'dean@profits4purpose.com', 'New Password *', 'Confirm Password *', 'Title', and a text area labeled 'Tell Us About Yourself'.

Manage Profile and Volunteering History

User - Submit time donation.

Users may track time for events other than company events here.



Manage Profile and Volunteering History

User - Fill in appropriate fields

1. User is reminded to track hours in UltiPro.

You are making a donation to:

Non-Profit *

 to add a new one.

Activity* **Date*** **# of Hours***

Description *

You have 200 characters remaining

[Click here](#) to add another activity

Donator *

If you organized a team to volunteer for ¹ event, please enter all team members: No Yes

Have you also tracked your hours in UltiPro? *