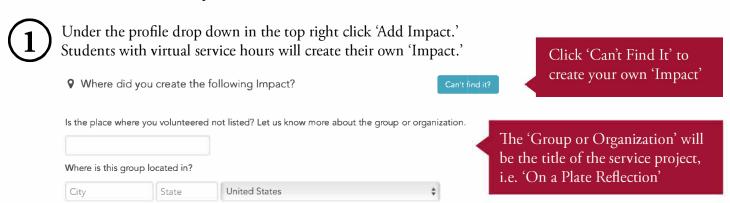# HOW TO ADD AN UNLISTED 'IMPACT'

▶ Civic Learning and Social Action projects are ideal for remote or commuter students who are not able to take part in in-person service opportunities. Remote activities are listed on our website under 'Pioneer Service Grant' and 'Civice Learning and Social Action Projects.' Students loging hours for remote opportunities will need to create their own 'Impact' with the instructions below.
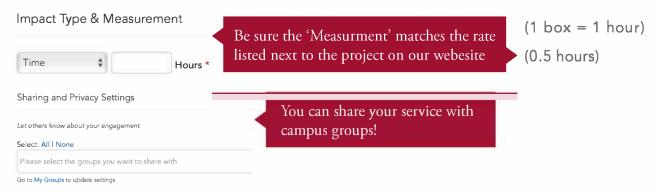
1 Under the profile drop down in the top right click 'Add Impact.' Students with virtual service hours will create their own 'Impact.'

📍 Where did you create the following Impact?   Can't find it?

Click 'Can't Find It' to create your own 'Impact'

Is the place where you volunteered not listed? Let us know more about the group or organization.

Where is this group located in?

| City | State | United States ▲▼ |

The 'Group or Organization' will be the title of the service project, i.e. 'On a Plate Reflection'

2 A 'Verification' is needed to certify that the service location and hours are acceptable.

Verification

Verifier's Name*   Verifier's Email *

We recommend notifying the verifyer that they will be contacted by our office for confirmation after the service date.

Students volunteering at an organization or site that it not listed in our GivePulse database will need to give the name and email of a contact at the organization who can verify that the student was there in-person and completed their service requirement.

3 Complete the page form with the correct information

Impact Type & Measurement

| Time ▲▼ | | Hours * |

Be sure the 'Measurment' matches the rate listed next to the project on our webesite

(1 box = 1 hour)

(0.5 hours)

Sharing and Privacy Settings

Let others know about your engagement

Select: All | None

Please select the groups you want to share with

Go to My Groups to update settings

You can share your service with campus groups!

3 Be sure the page form is complete, and correct, before clicking 'Add Impact' to confirm your service hours.

Add Impact