



**THE COMMUNITY ENGAGEMENT PLATFORM FOR  
COLLECTIVE IMPACT**

## **TO BEGIN:**

- **LOG IN TO YOUR SCHOOL'S CREDENTIALS**
- **MAKE SURE YOU ARE SET UP WITH ADMIN RIGHTS**
- **ENSURE THE CLASS IS CREATED WITH CORRECT PRIVILEGES**

# ANCHOR YOURSELF TO THE PERSONAL DASHBOARD: WHEN LOGGED IN, YOUR CLASSES CAN BE ACCESSED VIA THE DASHBOARD

NOTE: DON'T SEE ANYTHING? ASK YOUR ADMIN

**LINK TO CLASSES**

**1**

**EDIT**

**2**

**3**

The screenshot displays the GivePulse Support dashboard for a user named 'Hi GivePulse'. The top navigation bar includes links for Admin, Dashboard, Get Involved, and List for Free. The main header area shows the user's profile and a 'My Classes' section. A red circle labeled '1' highlights the 'Classes' link in the top navigation bar. A red circle labeled '2' highlights the 'My GivePulse' link in the user profile dropdown menu. A red circle labeled '3' highlights the 'My Classes' link in the 'My GivePulse' dropdown menu. A dotted line connects the 'Classes' link to the 'My Classes' link. The main content area shows a list of classes, with a 'Test Class' in Athens, GA, highlighted. The 'Test Class' has a red circle labeled '1' around its title. The 'Test Class' is listed under 'Spring 2018' and has a red circle labeled '2' around its title. The 'Test Class' is listed under 'Spring 2018' and has a red circle labeled '3' around its title.

IF YOU ARE A FACULTY MEMBER OR ADMIN,  
YOU WILL HAVE MANAGEMENT ABILITIES

# CREATE A CLASS

**NOTE: CREATE CLASSES ONLY IF IT DOESN'T EXIST**

**NOTE 2: IF INTEGRATION WITH REGISTRAR EXISTS, CLASSES SHOULD ALREADY EXIST WITH YOU AS ADMIN**

The screenshot shows an administrative dashboard with a left sidebar and a main content area. The sidebar contains a 'Customize' button and a list of navigation items: Users, Events (67), Impacts (3551), Points, Surveys, Internships, and Network. Below these is a 'Create Subgroup' button, which is circled in red. A red arrow points from this button to the 'Create Class' button in the main content area. The main content area has an 'Alerts' section with two notifications: 'You have 3551 impacts to verify' and 'You have 67 new registrations that needs approval'. Below the alerts is a section for '83 Upcoming Events' with a 'View More' link. The events listed are 'Longhorn Lights Out (small event)' with 83 remaining spots, 'Longhorn Lights Out' with 133 remaining spots, and 'Tutoring for Andrews' which is full. A dotted line points from the 'ADMIN NAVIGATION' text to the 'Alerts' section.

**ADMIN NAVIGATION**

view public page

Customize

Users

Events 67

Impacts 3551

Points

Surveys

Internships

Network

Create Subgroup

Create Class

Manage Subgroups

Manage Affiliations

Manage Classes

Network Visualization

Alerts

- You have 3551 impacts to verify
- You have 67 new registrations that needs approval

83 Upcoming Events View More

Longhorn Lights Out (small event)

83 Remaining

Next date is Friday, Feb 10th, 2017 from 6:00pm to 7:30pm

Longhorn Lights Out

133 Remaining









Next date is Friday, Feb 24th, 2017 from 6:00pm to 8:00pm

Tutoring for Andrews

Full

Next date is Thursday, Feb 9th, 2017 from 3:00pm to 4:00pm

# PUBLIC VIEW TO SEE ALL CLASSES

SEMESTERS				STATS		
Fall 2015	Spring 2015	Fall 2014	Opportunities	Students	Hours	Impacts
Class	Discipline	Semester				
<input type="text"/>						
 BUS 1051/3051: Leadership in Individuals, Organizations, and Society	Business	Fall 2014	12	136.50	80	
 CLQ 3280/3281: What is Just? Philosophical and Biblical Perspectives on Inequality, Poverty, and Homelessness	Philosophy, Religion	Fall 2014	12	106.00	54	
 CLQ 3341/3242: Beauty in the Struggle	Art, Philosophy	Fall 2014	1	0.00	0	
 CLQ 3390/3391: Being Human: Cultural & Spiritual Humanhood   What Does It Mean to be Human?	Religion, Philosophy	Fall 2014	24	301.35	122	
 ENGL 1004.2/3: Expository Writing: Literacy & Power	English	Fall 2014	42	748.38	339	
 HONO 3500: Self, Community, and Service	Philosophy	Fall 2014	22	240.35	114	
 PHIL 1109/3109: Ethics in Healthcare	Philosophy	Fall 2014	31	643.15	148	
 RLGN 1055/3155: Passion for Justice: Liberation Theology	Religion	Fall 2014	12	158.25	93	

# CLASS VIEW (MANAGE LINKS)



IF STUDENTS ARE TIED TO THE CLASS, THEY CAN REQUEST TO BE A MEMBER



## Test Class

Manage

♥ Become Member

IF YOU LAND ON PUBLIC VIEW OF THE CLASS YOU CAN ACCESS THE MANAGE OPTIONS LINK ON THIS PAGE

Home Events Contact

🔒 About

Causes

Children & Youth Community Disabled Homeless & Housing Hunger Poverty & Basic Needs Seniors

🚩 Events

🔼 Filters



Search

Search

Clear

No results found. Events may be hidden based on privacy settings.

EVENTS & OPPORTUNITIES CREATED BY ADMIN OR BY COMMUNITY PARTNERS TO BE DISPLAYED ON THIS SECTION



# CLASS VIEW CONTINUED (WITH DATA ELEMENTS)


Home People Opportunities **Impacts** Contact

About


Course	1004.2/3
Instructor/Professor	Cheranie Leo
Semester	Fall 2016
Department	English
Class Time	MW   12:15 - 1:30 / 1:40 - 2:55
Service Learning Type	Placement
Causes	Children & Youth
GivePulse	<span>43 People</span> <span>6 Events</span> <span>15 Impacts</span> <span>24 Hours</span>

Events & Opportunities

Search Opportunities Sort: Start Date Ascending Advanced Filters Clear Filter



**AVID at San Rafael High School** (Private - Primary Network) Ongoing Opportunity  
AVID at San Rafael High School is a recognized academic support process... [LEARN MORE](#)  
ENGL 1004.2/3: EXPOSITORY WRITING: LITERACY & POWER - F16  
11 Remaining



**MCS - Marin's Community School** (Private - Primary Network) Ongoing Opportunity  
Support Marin's Community School (MCS) providing tutoring and classroom... [LEARN MORE](#)  
ENGL 1004.2/3: EXPOSITORY WRITING: LITERACY & POWER - F16  
Full

REFLECTIONS AND HOURS

CLASS DETAILS

EVENTS & OPPORTUNITIES  
CREATED BY FACULTY,  
ADMIN OR  
COMMUNITY  
PARTNERS

# VIEW AND MANAGE IMPACTS (HOURS + REFLECTIONS)

ON THE ADMIN NAVIGATION THERE ARE ABILITIES TO REVIEW AND VERIFY ALL IMPACTS

Impact			Hours		Shared With	
End Date	Primary Group	Event	Served	Verified	Groups	Actions
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
09/14/2015	FNGL 1004.2/3: Expository Writing: Literacy & Power - F15	Catholic Charities Canal Family Support Kids Club	2.00	No	Catholic Charities Canal Family Support Kids Club	<div><div>✓</div><div><a href="#">View Impact Details</a></div><div><a href="#">Message User</a></div><div><a href="#">Edit Impact Details</a></div><div><a href="#">Verify Impact</a></div></div>
09/11/2015	ENGL 1004.2/3: Expository Writing: Literacy & Power - F15	Venetia Valley School	2.50	No	Venetia Valley School	<input type="text"/>
09/11/2015	ENGL 1004.2/3: Venetia Valley		2.00	No	Venetia Valley	<input type="text"/>

.....VERIFY

Story Writing: Literacy & Power - F15	<input type="checkbox"/> Not Yet Verified
rate, I did not want to leave. It was amazing to see how much of role model I already was to the kids. Having them already eagerly asking me if I was now important my presence is going to be regularly. I honestly don't think there are words to describe how much joy I had in me when I left that day. I go back. ☺☺	<input type="checkbox"/> view impact   <input checked="" type="checkbox"/> verify impact   <input type="text"/> comment
ia Valley School	
Story Writings: Literacy & Power - F15	<input checked="" type="checkbox"/> Verified
of our service learning assignment. I learned what to expect from different grade levels and how to respond to different student behaviors. Overall, this in all the 'unknowns' of going into the AVID classes. However, I wish we had a little more time for training so it wouldn't have felt so rushed. ☺☺	<input type="checkbox"/> view impact   <input type="text"/> comment
ad High School	
y Writing: Literacy & Power - F15	<input checked="" type="checkbox"/> Verified
it it was very informational. I felt both anxious but excited for the next few months volunteering and really think I can benefit from it. ☺☺	<input type="checkbox"/> view impact   <input type="text"/> comment
San Rafael High School	
	<input type="checkbox"/> Not Yet Verified

COMMENT AND CONTINUE THE DIALOGUE



## QUESTIONS

**PLEASE DON'T HESITATE TO REACH OUT TO OUR [SUPPORT@GIVEPULSE.COM](mailto:SUPPORT@GIVEPULSE.COM)  
OR CALL 512.765.5145**