United Way of the Quad Cities Volunteer Hub Deleting Your Day of Caring Registration – Individual Volunteer

1. Follow the link in your invite email or go to http://unitedwayqc.galaxydigital.com and click Login.



2. Click the drop down area by your initials and select "Need Responses".



3. A list of needs you have responded to will populate. Scroll to the bottom and look for Advanced Events. Select the project name to start editing.

Advanced Events Advanced Events								
NEED NAME	AGENCY NAME	RESPONSE DATE	NEED DATE:	OPTIONS				
DOC Test Project (copy)	United Way Of The Quad Cities Area	Feb 8, 2018	May 17, 2018	Add Hours				
DOC Test Project	United Way Of The Quad Cities Area	Jan 31, 2018	May 17, 2018	Add Hours Manage Team				

4. Click on "Confirmed" on the project you want to edit.

United Way QCA		SORT BY SELECT S	ORTING	 SEARCH BY 	- SELECT A FILTER - *	:: =
May 17, 2018 9am to 3pm DOC Test Project (copy) United Way 0/ The Quad Cities Area	81	May 17, 2018. 9am to 3pm DOC Test Project United Way Of The Quad Cities Area	3 1			
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5. From the next page you can "Unregister" if you are not able to volunteer or

Technical Support or Day of Caring Questions

For additional questions about editing your team, please contact Madelyn Beverlin at 563.344.0332 or <u>mbeverlin@unitedwayqc.org</u>. Or reach out to Monique Jackson at 563.344.0329 or <u>mjackson@unitedwayqc.org</u>.