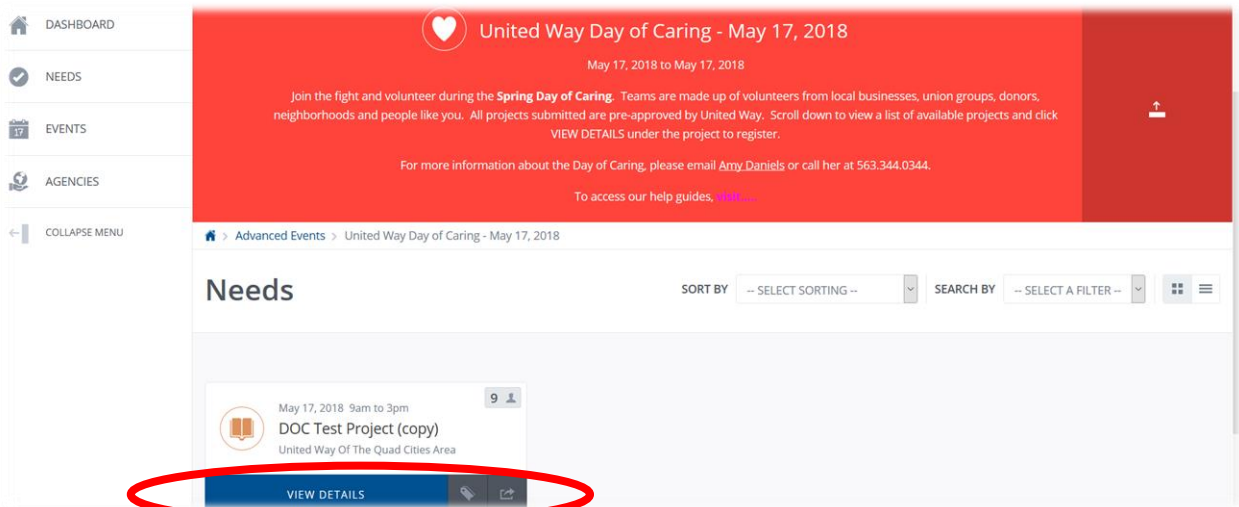


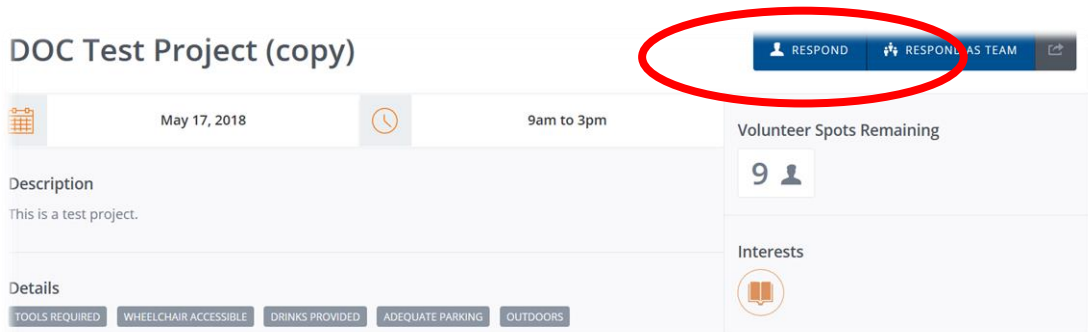
# United Way of the Quad Cities Volunteer Hub

## Volunteer Day of Caring Registration Guide - Individual

1. Follow the direct link in your invite email to view the list of projects.
2. Scroll down on the Day of Caring page to view the project (needs) options. The date, time, project title, hosting agency and number of volunteers needed - are all listed on the card. To view more information, or to register, click "View Details". You must be a registered user to proceed. If you are not, go to the home screen and choose "Sign Up"



3. On the Need page, you can see a project description, additional details, the number of volunteer spots remaining and a place to "Respond" or "Respond as a Team". Click "Respond" to register as an individual.



4. At this point you will be redirected to a log in page. Once you are logged in, you will be redirected back to the project details page.
5. **For registration,** The next page will request your t-shirt size. Only John Deere employees are required to answer each question. Click the box that reads "I have read and agree to the following volunteer waiver(s)." Click the Submit Need Response button at the bottom.

6. You will receive a confirmation email when you have registered.

**Volunteer Hub Technical Support**

For technical support using the volunteer hub, please contact Marci Zogg at 563.344.0334 or [mzogg@unitedwayqc.org](mailto:mzogg@unitedwayqc.org). Or reach out to Amy Daniels at 563.344.0344 or [adaniels@unitedwayqc.org](mailto:adaniels@unitedwayqc.org).