

BLOOMERANG VOLUNTEER TRAINING

MOBILE APP (IPHONE)



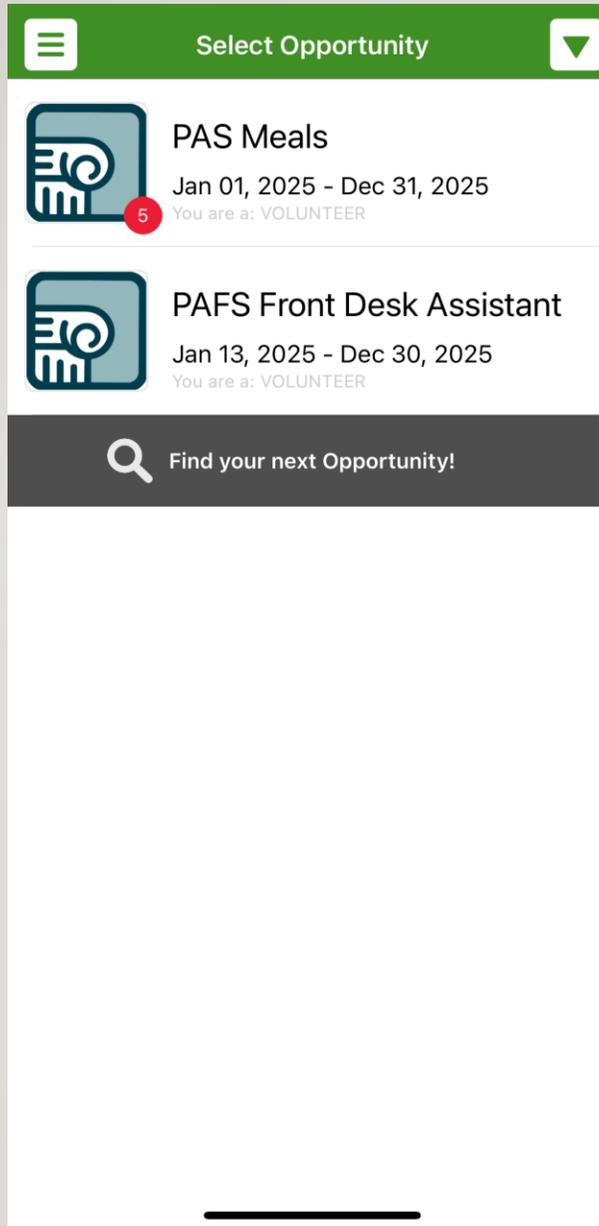
Email

Password

Log In

[Forgot Password?](#)

Select Language

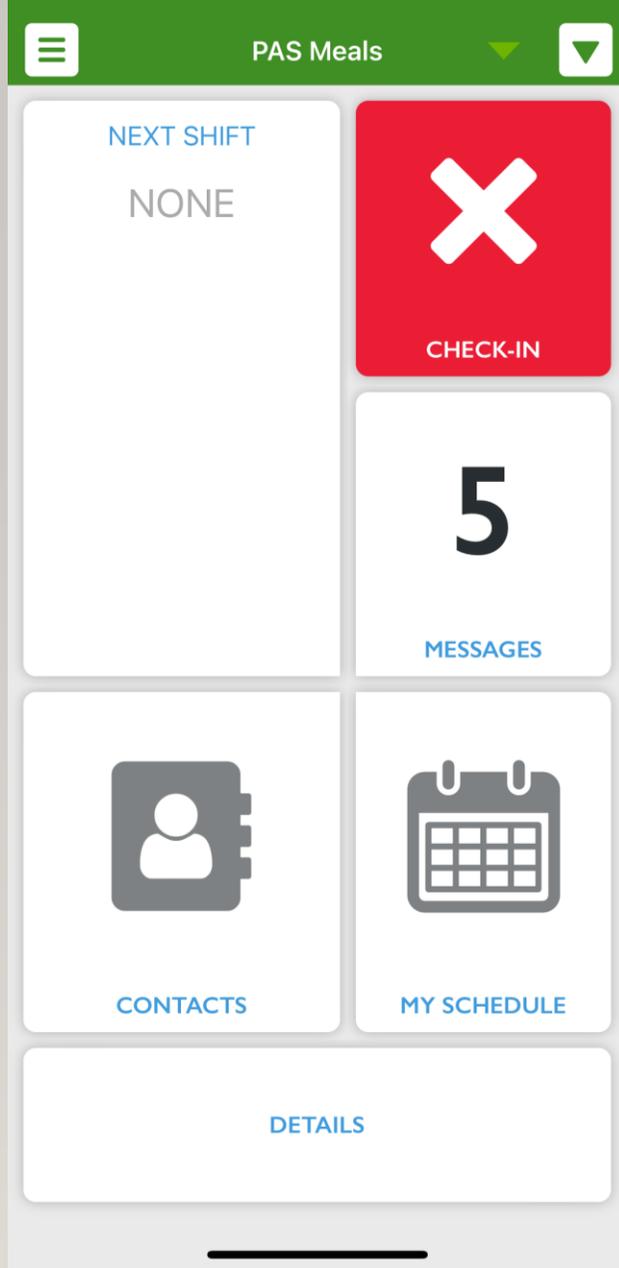


Before setting up your mobile app, you have to access your account online. Refer to the computer training for help on setting that up.

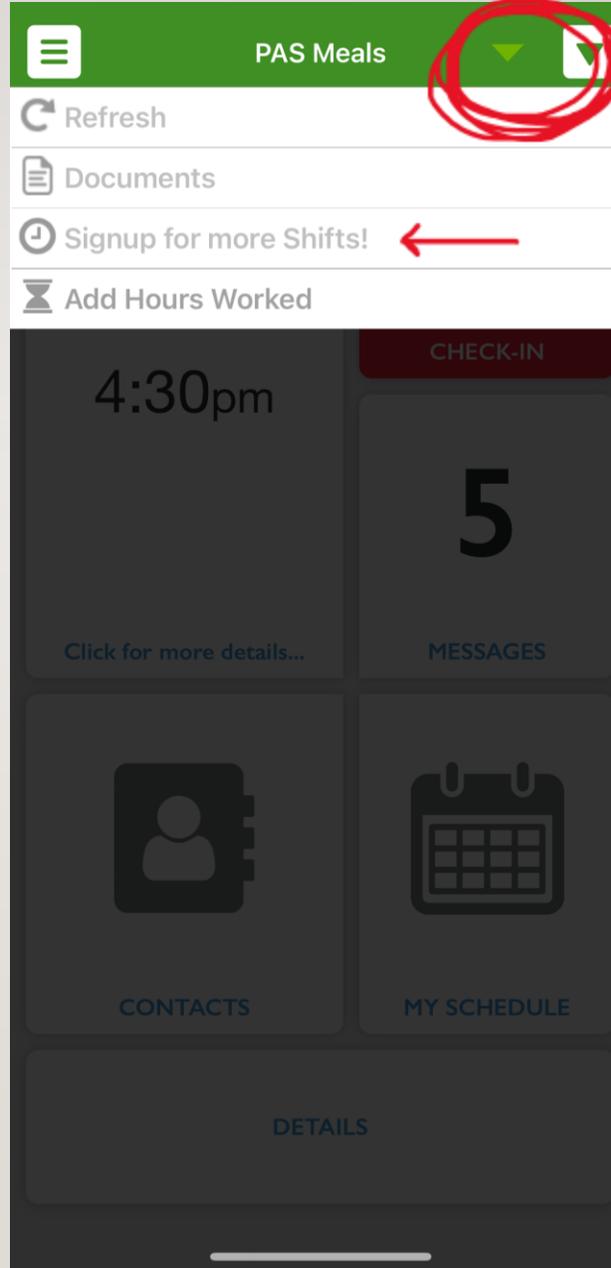
Login to your mobile app with your email and password.

This is the home screen that will show your approved volunteer opportunities. To get to scheduling shifts, click on the appropriate opportunity page.

Click into an opportunity page.

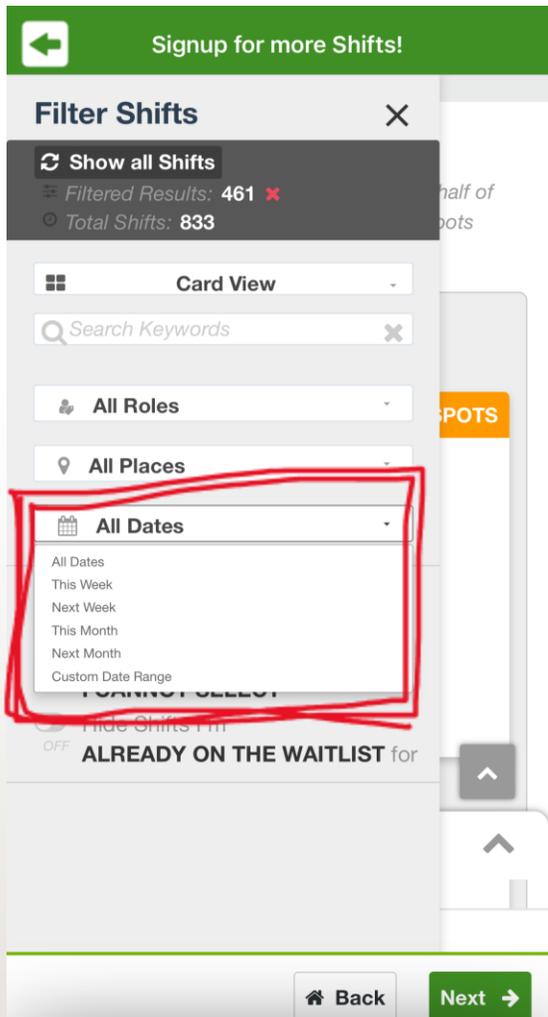


Once you get into that page, you will see this menu page.

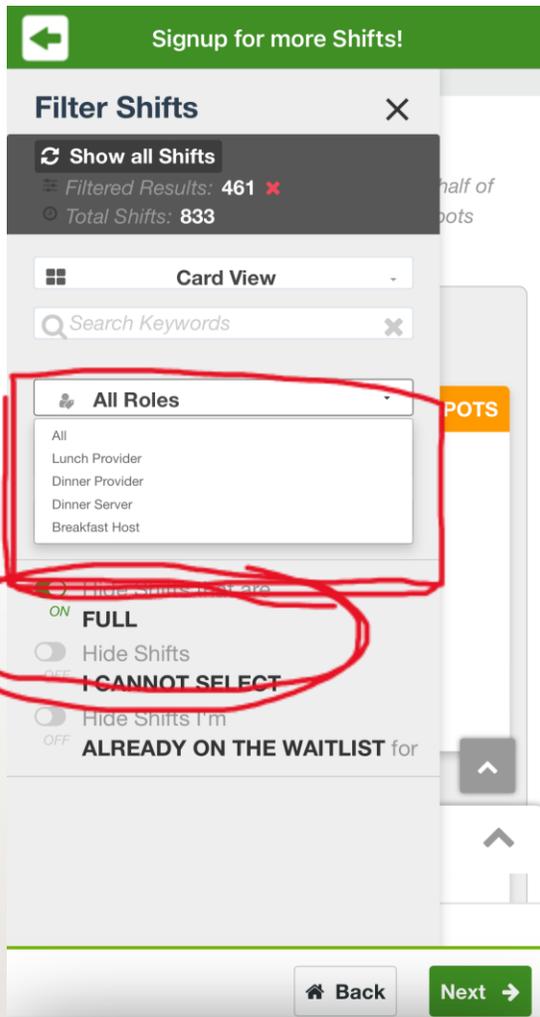


Click on this drop-down arrow.

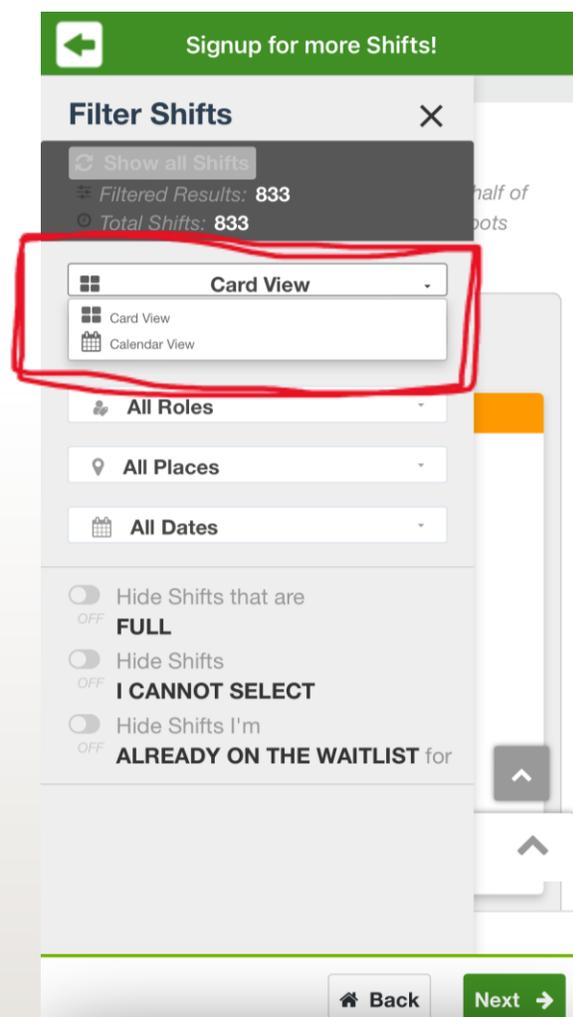
Click "Signup for more Shifts"



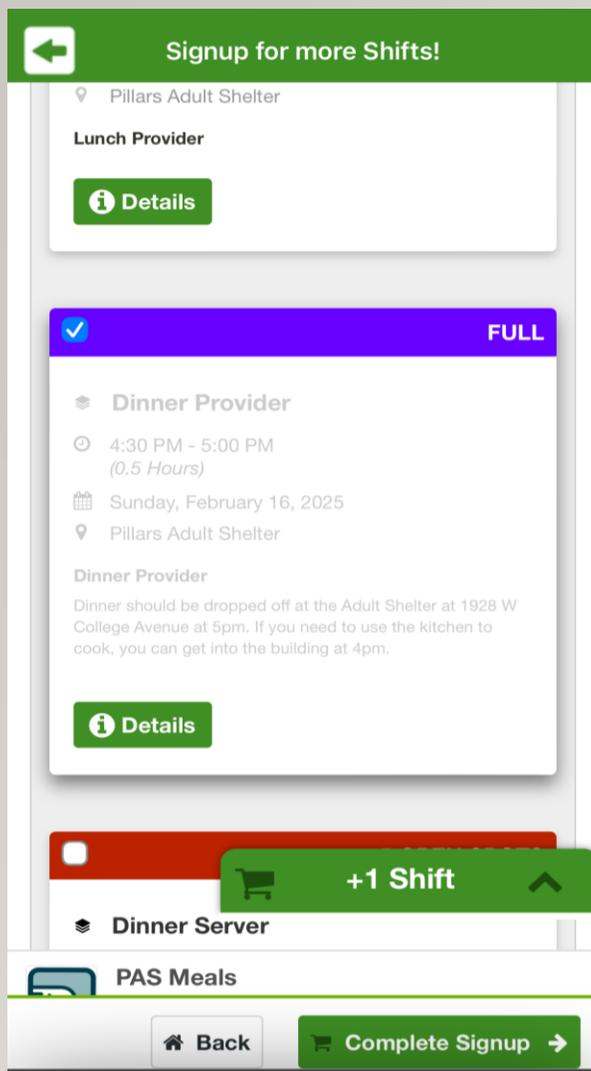
You can filter shifts by dates.



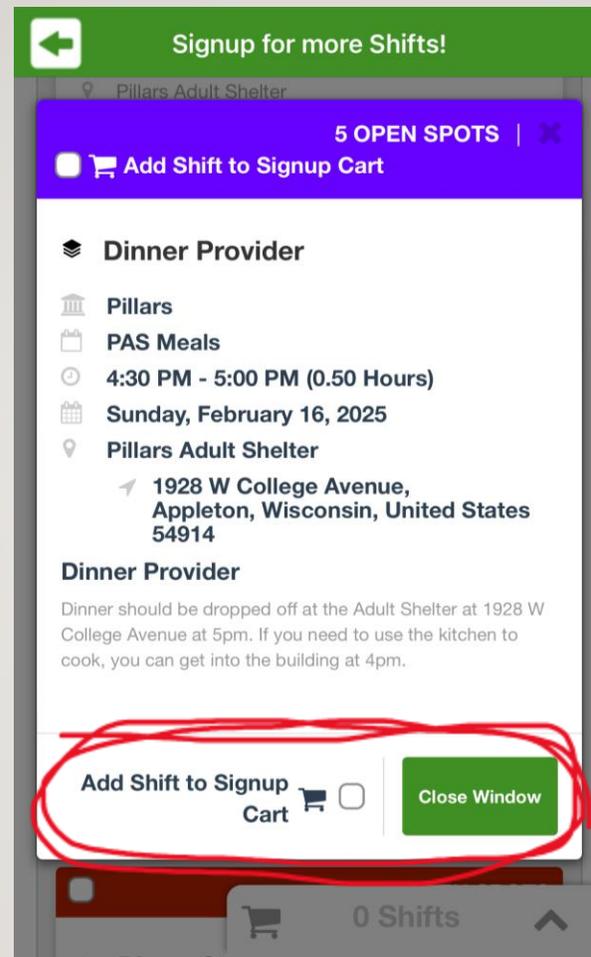
You can also hide shifts that are FULL, and filter by role.



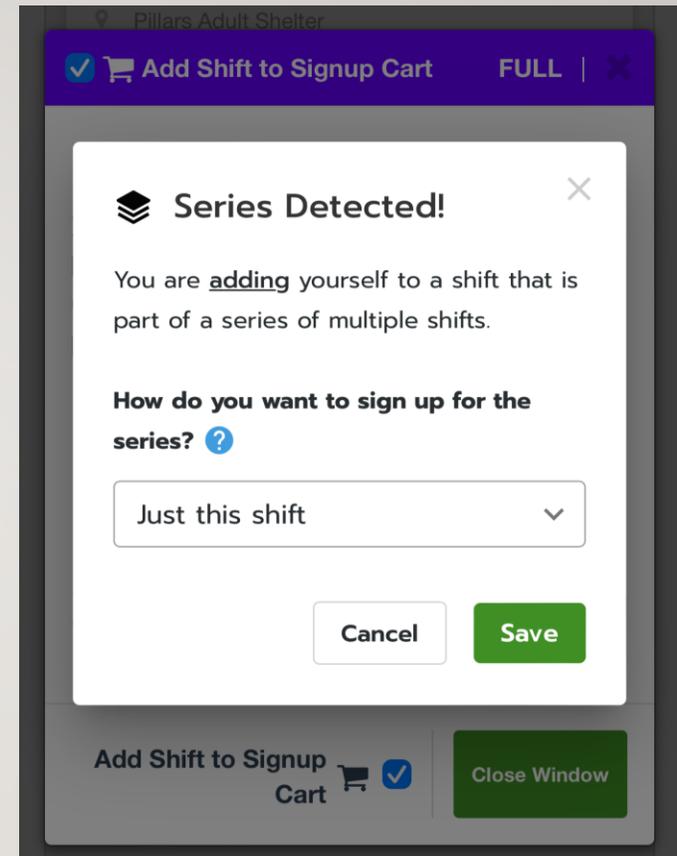
You can view shifts in the list view, or calendar view.



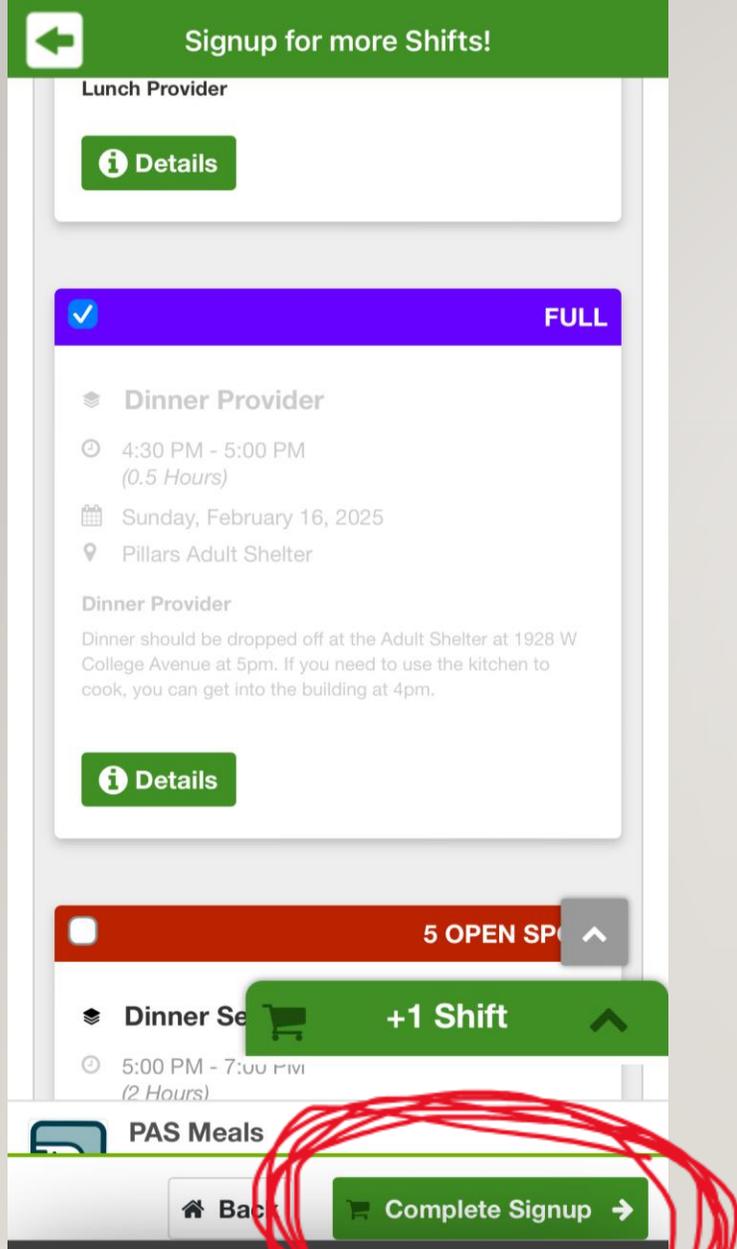
Click on the shift to sign up for it.



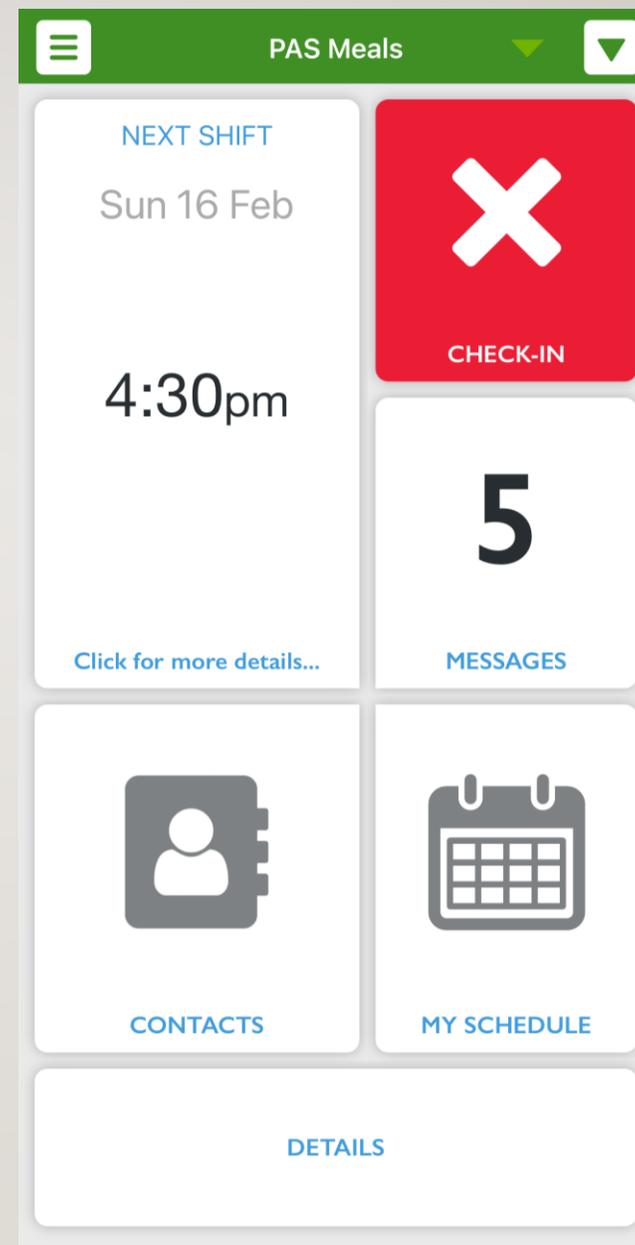
The details will pop up. Click on the "Add Shift to Signup Cart" button and "Close Window"



This reminder will pop up. Please click "Just this shift" and save. Signing up for all shifts in series will sign you up for everyday. Please sign up for shifts individually.



Make sure that you click "Complete Signup" after adding all your desired shifts to your cart. You will not be signed up for any shifts until you finalize at the bottom of your screen.



Your next scheduled shift will appear at the top left. You can see all scheduled shifts by clicking on the Calendar icon.

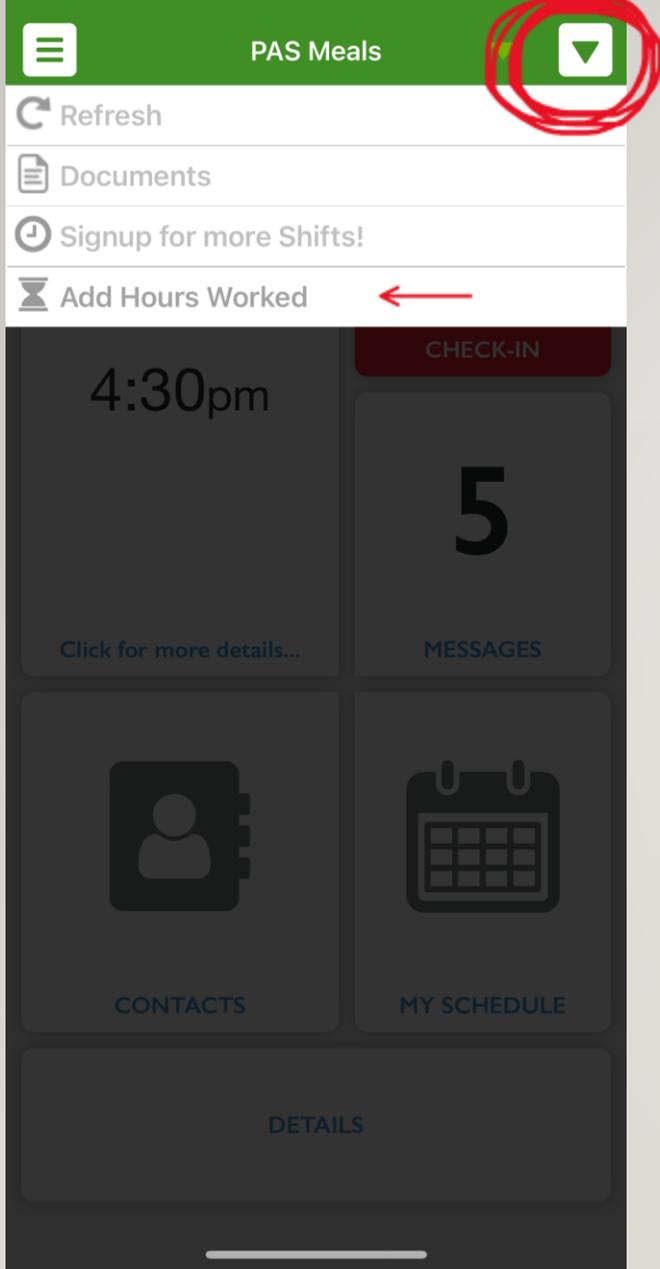
You do not need to use the "Check-In" button for your shifts.

The system will automatically report hours for you. For example, if you are signed up for a shift from 1pm-3pm – the system will report 2 hours. If you are a group, it will automatically multiple 2 hours x 5 members. If you are an individual, it will report 2 hours. If you have more than 5 members in your group, you can self-report those extra hours.

YOU ONLY HAVE TO REPORT HOURS IF YOU EXCEED THE SHIFT LENGTH.

If you worked 3 hours for a two-hour shift, please report 1 hour (multiplied by # of members in your group).

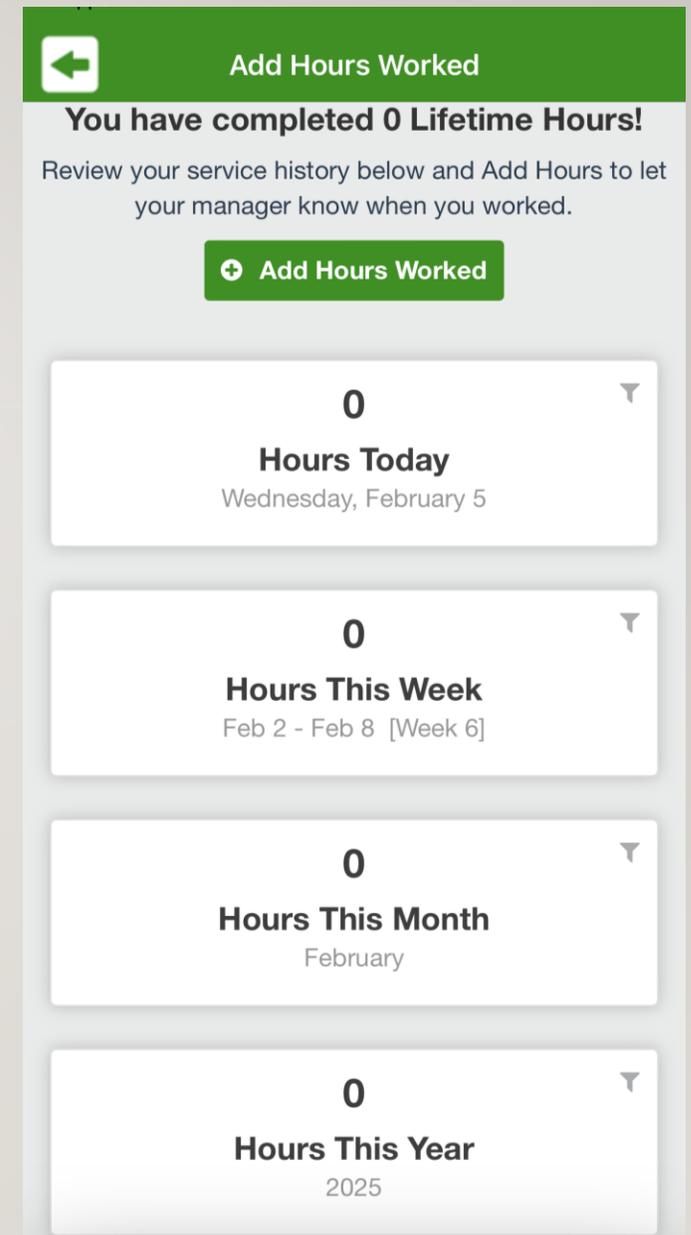
*Dinner Provider shifts are scheduled for 30 minutes. For groups, this will report .5hours x 5 members = 2.5 hours. Please only report hours if you exceed 2.5 hours for dinner providing.

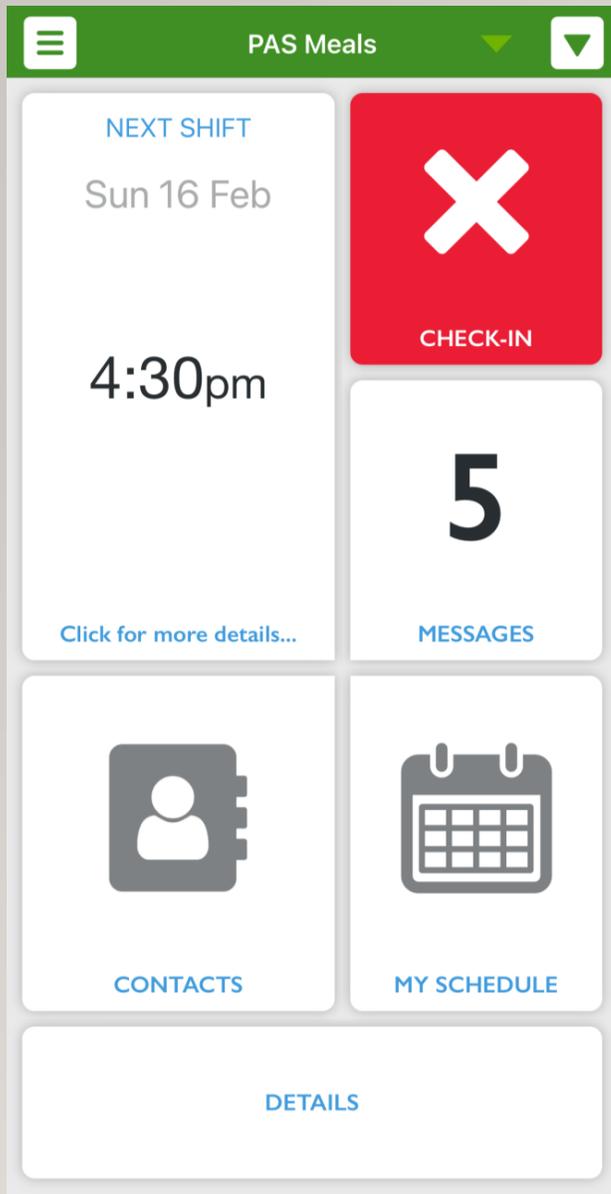


Click on the drop-down arrow to Report your hours.

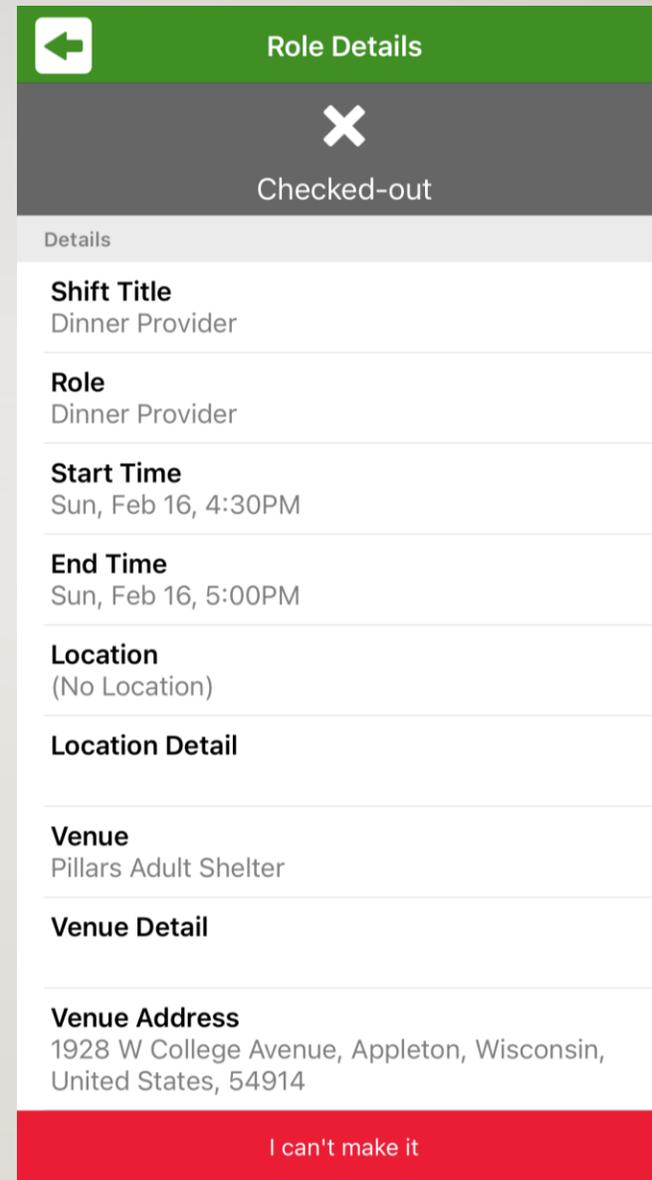
If you are reporting for a group – please multiply the hours by how many members you had. For example, 1 hour x 5 members = 5 hours. Only report hours that exceed the system reported hours.

Reporting hours is extremely important for Pillars. We use these hours in grants to receive more funding.

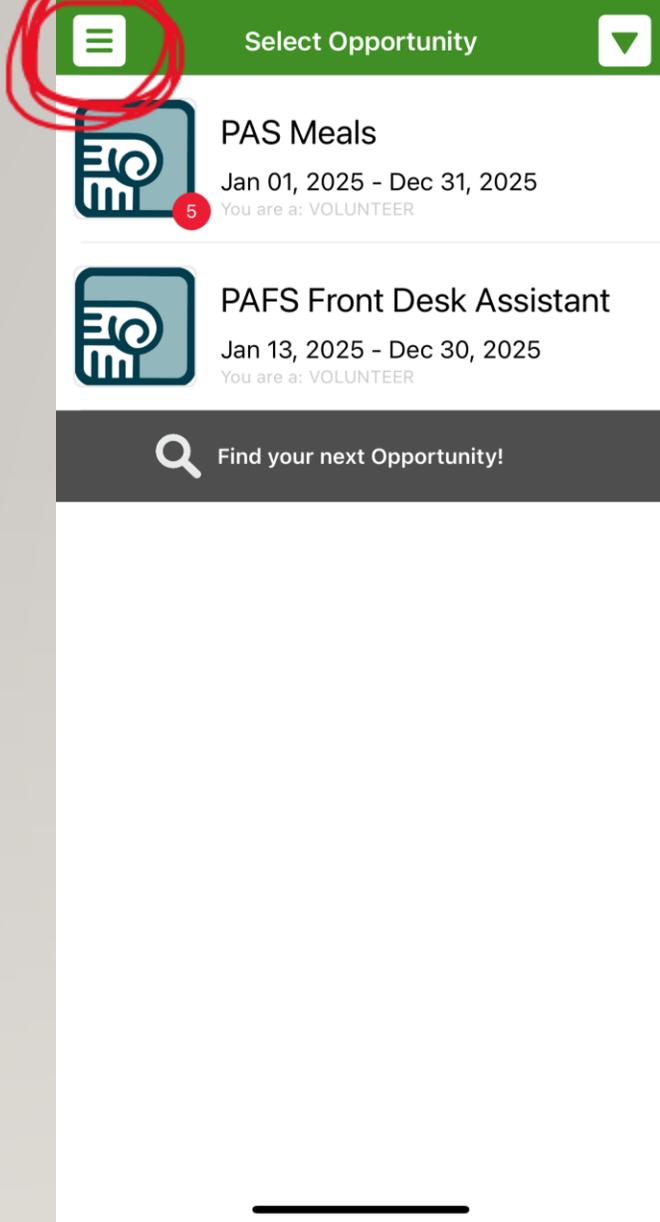




To cancel a shift,
click on the
Calendar Icon.



You will see your
upcoming shifts.
Click on the shift
you want to
cancel, then click “I
can’t make it” to
cancel your shift



Click the 3 lined button at the top lefthand corner to access the menu page. From here you can update your profile, see hours worked, log hours, see your scheduled shifts, and sign up for shifts.

