HOW TO SIGN UP FOR PROJECTS

This guide walks the end user through the process of signing up for Serve Every Day projects.
Click on Serve Every Day
You can find your project on our website, ACTIONvc.org, on our Serve Every Day page.

Click on an Icon or the Full List
You can select one of the following categories: painting, electrical, light yard work, household repairs, cleaning, plumbing, donate goods or give financially. Or you can click on the link at the bottom to see the full list.
You can Filter by Location

By clicking the change button on the left hand side you can update the zip code and desired distance.

Click the Select Button

When you have found the project you want to sign up for, click on the the select button to the right of the description.
Click on the Submit Button

On this screen you can confirm that the correct project has been selected and add a group member if applicable. Then you will click on the submit button.

Either Login or Create an Account

After filling in the fields you will need to accept the terms of use and liability waiver. And then click the confirmation button.
Confirmation Page

This is the confirmation page. You can click on the "View Commitment Information" link to cancel the commitment or mark it as complete. A member of ACTION will then get in touch with you to go over any questions and provide contact information for the beneficiary.

![Confirmation Page Image]

Thanks for signing up!

Subject: Thanks for signing up!

Thank you for agreeing to meet the need you reported for ACTION. Your willingness to share your time and resources with others is very generous and will be a tremendous blessing to them.

Date: 04/03/2018

Description:
Low-income woman requesting volunteer to reinforce her back fence in Garden. Wind is tearing, edges falling over. She is able to pay for materials.

Please click on either confirmation button to sign up for this project.