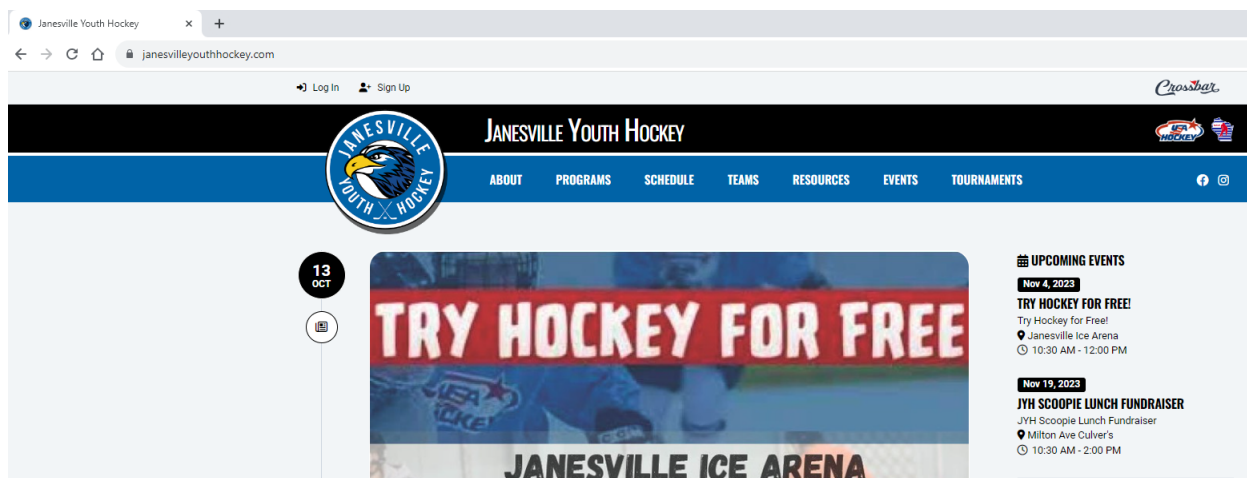


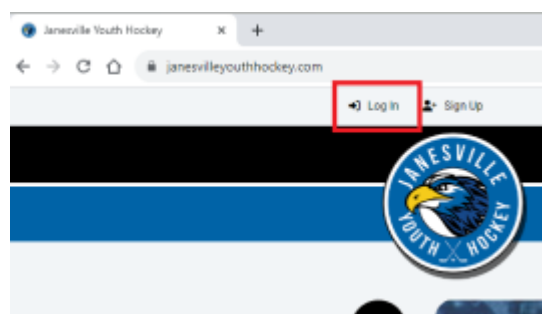
USING THE WEBSITE FOR DIBS (SIGNUP & CHECKING HOURS)

WHEN USING A COMPUTER

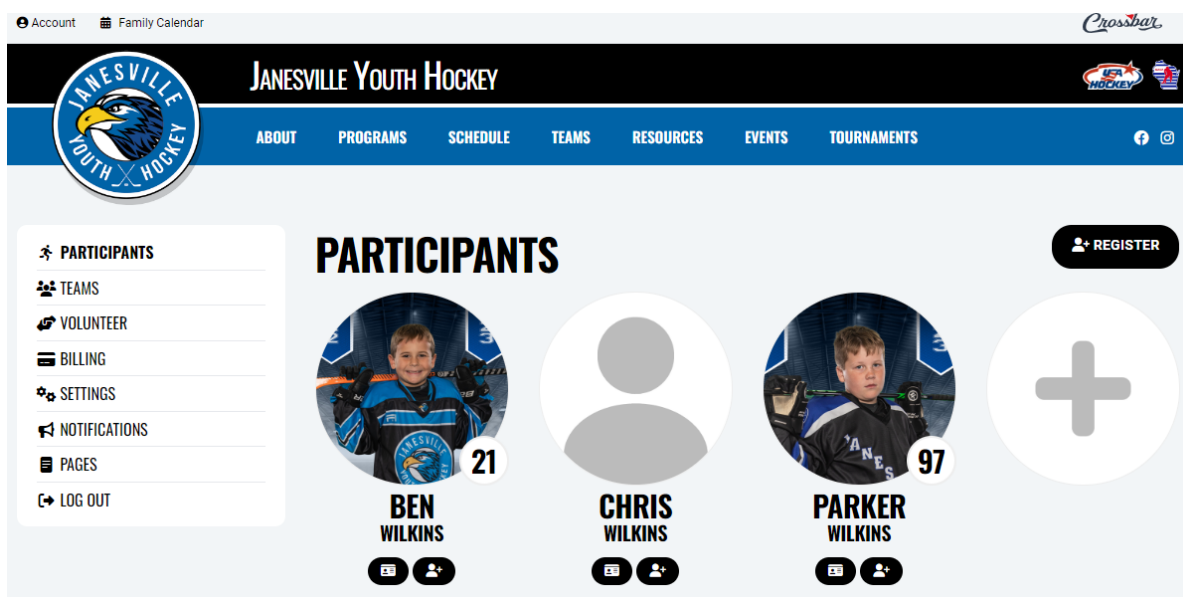
Go to the Janesville Youth Hockey website (janesvillyouthhockey.com)



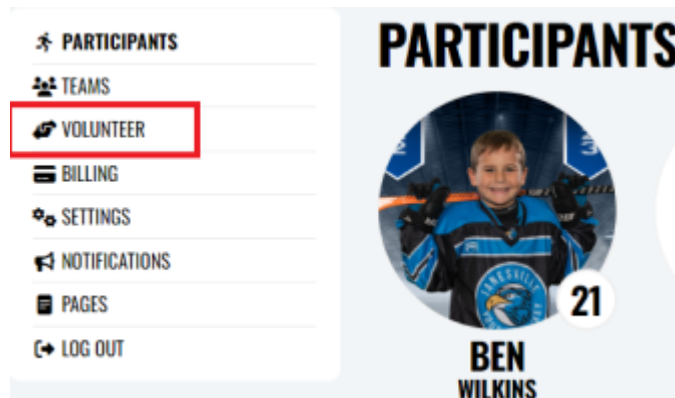
Log into your account (if already logged in, click on “Account”)



Your account home page will appear



Click on “Volunteer” in the menu on the left



The Volunteer Page will appear ([JYH Volunteer Page](#))

A screenshot of the 'VOLUNTEER' page. The left sidebar contains the same menu as the previous image, with 'VOLUNTEER' selected. The main content area is titled 'VOLUNTEER' and features a summary of hours: REQUIRED HOURS (27.0), COMPLETED HOURS (5.0), COMMITTED HOURS (0.0), and REMAINING HOURS (22.0). Below this is a section for 'VOLUNTEER OPPORTUNITIES'. The first opportunity is 'PUBLIC SKATE CONCESSIONS' from MAY 5 to APR 13. It includes a 'CONCESSION WORKER' table showing 385.0 hours required, 223.0 committed, and 162.0 remaining, with a 58% progress indicator. A 'MORE INFORMATION >' button is below the table. The second opportunity is 'JANESVILLE JETS CONCESSION STAND' from SEP 1 to MAR 23. It includes a paragraph of instructions: 'Please ensure that everything has been stocked and cleaned prior to your shift ending. If there are any issues upon arrival of the concession stand please contact JYH staff. Families who fail to show up for their signed up shift or who cancel with less than 48 hours prior to the event may be penalized with an additional 3 volunteer hours requirement per shift unless they find a replacement for their shift. In addition, you will be required to sign-in'.

At the top of the volunteer page you will see a DIBS summary for your account. This summary includes your Required Hours, Completed Hours, Committed Hours (hours you have signed up for), and Remaining Hours (hours left to complete).

VOLUNTEER			
REQUIRED HOURS	COMPLETED HOURS	COMMITTED HOURS	REMAINING HOURS
27.0	5.0	0.0	22.0

To sign up for a shift, scroll down to the type of event that you would like to volunteer for and click on “More Information.”

JANESVILLE JETS CONCESSION STAND

Please ensure that everything has been stocked and cleaned prior to your shift ending. If there are any issues upon arrival of the concession stand please contact JYH staff. Families who fail to show up for their signed up shift or who cancel with less than 48 hours prior to the event may be penalized with an additional 3 volunteer hours requirement per shift unless they find a replacement for their shift. In addition, you will be required to sign-in and out of on a form in the concession stand to confirm your shift. If you do not sign in on the sheet in the concession stand you will not be awarded hours.

SEP 1 - MAR 23

CONCESSION WORKER

Hours	Committed	Remaining
794.75	475.25	319.5

60%

MORE INFORMATION >

All of the events for that type will be listed. Scroll down to the specific event that you would like to sign up for.

Saturday - October 14, 2023 @ Janesville Ice Arena					
5:15 PM - 10:00 PM (4.75 Hours)	Concession Worker	Heyer, Michelle	(-0.25)	Roller, Josh	(-0.25)
		Peck, Keith	(-0.25)	(-0.25)	Peck, Laura
					(-0.25)

To sign up for a shift, click on the Green + Icon.

10:00 PM (4.75 Hours)	Concession Worker		(-0.25)	(-0.25)	(-0.25)
		Peck, Keith	(-0.25)	(-0.25)	

This will allow you to choose which user in your account you would like to assign.

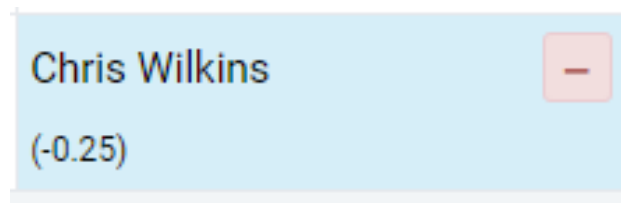
0.25) (-0.25)

+

Crystal Wilkins

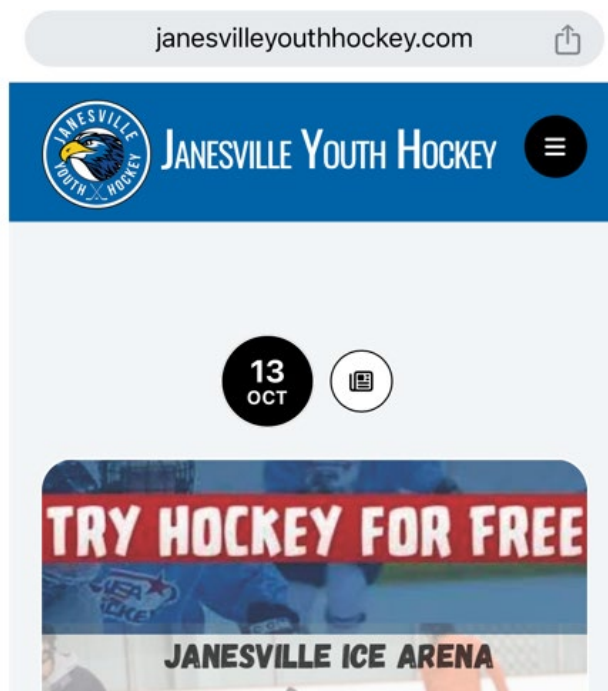
Chris Wilkins

Once assigned, that shift will display the selected user's name to confirm the shift is reserved. To cancel your assignment to that shift, you can click on the Red – Icon.



WHEN USING A PHONE

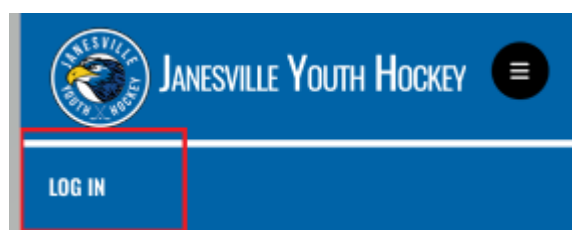
Go to the Janesville Youth Hockey website (janesvillyouthhockey.com)



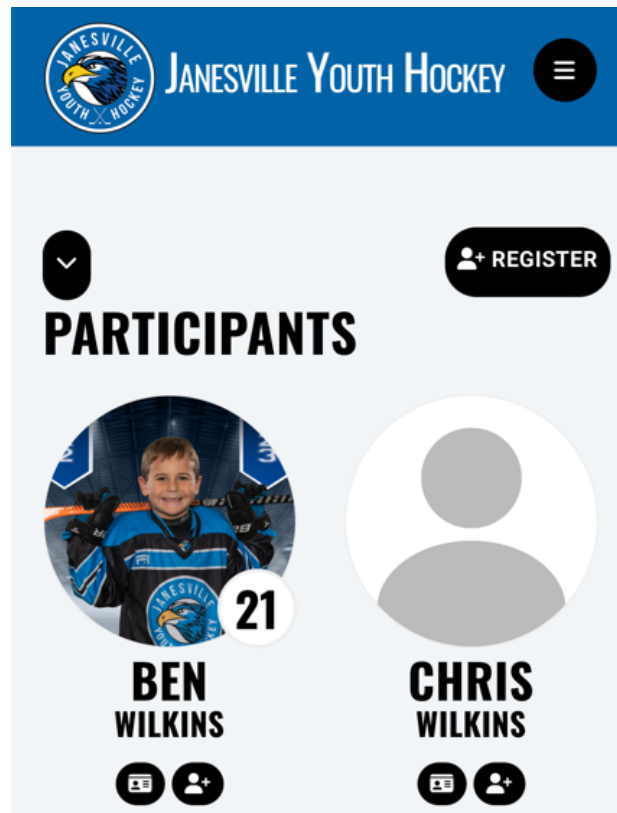
Click on the Menu Icon in the upper right hand corner



Log into your account (if already logged in, click on “Account”)



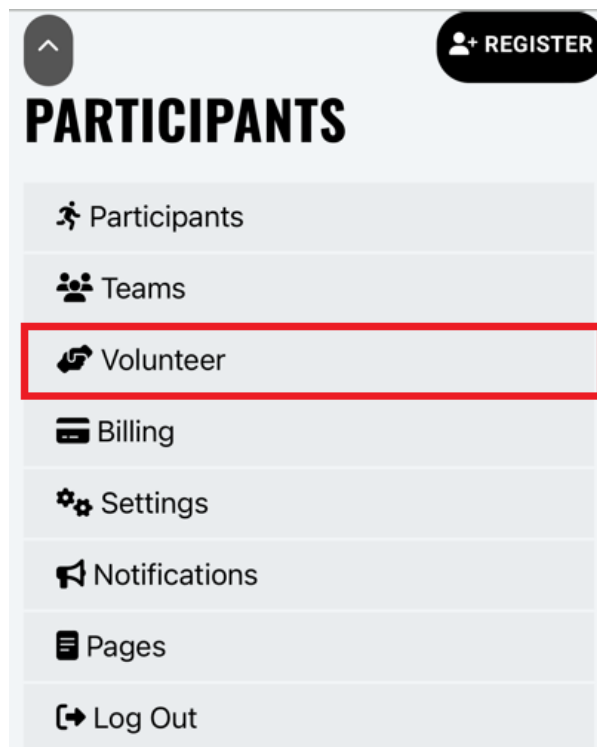
Your account home page will appear



Click on the “Menu” Icon (v inside a black oval) on the left



Click on “Volunteer” in the drop down menu



The Volunteer Page will appear ([JYH Volunteer Page](#))

A screenshot of the 'JANESVILLE YOUTH HOCKEY' volunteer page. The header features the organization's logo and a hamburger menu icon. Below the header is a 'VOLUNTEER' section with a dropdown arrow. This section contains four statistics: REQUIRED (27.0), COMPLETED (5.0), COMMITTED (4.5), and REMAINING (17.5). Below these is a table of volunteer opportunities.

Session	Date	Time	Location	Role
Janesville Jets Concession Stand	10/14	5:15 PM - 10:00 PM	Janesville Ice Arena	Concession Worker

Below the table is the heading 'VOLUNTEER OPPORTUNITIES'.

At the top of the volunteer page you will see a DIBS summary for your account. This summary includes your Required Hours, Completed Hours, Committed Hours (hours you have signed up for), and Remaining Hours (hours left to complete).

VOLUNTEER			
REQUIRED	COMPLETED	COMMITTED	REMAINING
27.0	5.0	4.5	17.5

To sign up for a shift, scroll down to the type of event that you would like to volunteer for and click on “More Information.”

VOLUNTEER OPPORTUNITIES

PUBLIC SKATE CONCESSIONS

APR - 13
MAY 5

CONCESSION WORKER

Hours	Committed	Remaining
385.0	223.0	162.0

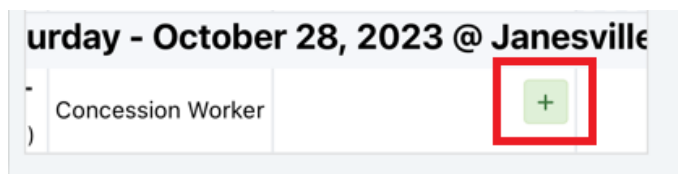
58%

MORE INFORMATION >

All of the events for that type will be listed. Scroll down to the specific event that you would like to sign up for.

urday - October 28, 2023 @ Janesville			
-	Concession Worker	Wheelock, Travis	
)			
urday - October 28, 2023 @ Janesville			
-	Concession Worker		+
)			

To sign up for a shift, click on the Green + Icon.



This will allow you to choose which user in your account you would like to assign.



Once assigned, that shift will display the selected user's name to confirm the shift is reserved. To cancel your assignment to that shift, you can click on the Red – Icon.

