

[Home](#) > CiviVolunteer

CiviVolunteer

[+ Add Project](#)

Bulk Actions

Run

Find Volunteer Projects

Title

Partner

Campaign

Active

 Yes No

<input type="checkbox"/>	Volunteer Project	Associated Entity	Partners	Location	Active	
<input type="checkbox"/>	Volunteer Project (ID: 1)	--	Partner Name	123 Anywhere Street #100 Anytown, USA 12345	Yes	Edit Manage Appeals Create Schedule Assign Volunteers View Volunteer Roster Log Hours Public Signup
<input type="checkbox"/>	Volunteer Project (ID: 2)	--	Partner Name	123 Anywhere Street #100 Anytown, USA 12345	Yes	Edit Manage Appeals Create Schedule Assign Volunteers View Volunteer Roster Log Hours Public Signup
<input type="checkbox"/>	Volunteer Project (ID: 3)	--	Partner Name	123 Anywhere Street #100 Anytown, USA 12345	Yes	Edit Manage Appeals Create Schedule Assign Volunteers View Volunteer Roster Log Hours Public Signup
<input type="checkbox"/>	Volunteer Project (ID: 4)	--	Partner Name	123 Anywhere Street #100 Anytown, USA 12345	Yes	Edit Manage Appeals Create Schedule Assign Volunteers View Volunteer Roster Log Hours Public Signup
						Edit

Navigating to Manage Appeals from the Manage Volunteer Projects screen

Here we introduce some subtle UI changes and additions that enable the admin user to access Appeals Management functionality.

1 Add "Manage Appeals" link to the list of actions for Projects.

2 "Define Opportunities" will now be known as "Create Schedule" to imply the narrower usage of the Needs/Opportunities feature.

← → ↻

Is this Project Active?

Volunteer Registration

Owner

✕ Smith, Jane

This contact owns the volunteer project. Useful if restricting edit/delete privileges.

Manager

✕ Smith, Jane

This contact manages the volunteers in a project and will receive related notifications, etc.

Partner

✕ Partner Name

This contact benefits from the volunteer project (e.g., if organizations are brokering volunteers to other orgs).

Volunteer Registration

What questions would you like to ask your volunteers? Select one or more Profiles below to tailor the registration forms for this project.

You may create up to two sign up forms for a volunteer project: one for individual registrations and another for group registrations. The "Use For" field specifies whether the Profile should be used for individual registrations, group registrations, or both. For group registrations, it is recommended that a single, short Profile be used.

Profile:

Volunteer Sign Up

Use For:

Both

[+ add another profile](#)

Navigating to Manage Appeals from the Edit/Create Volunteer Project form

At the bottom of the Edit/Create Volunteer Project form (pictured), we change the button configuration to provide the admin user to access Appeals and Schedule Management functionality.

1
Add a "Save and Add Appeals" button in the UI to facilitate users adding appeals. An "Appeal" is a pitch or a request to volunteer.

2
Change the "Save and Continue" button to read "Save and Create Schedule" for clarity of what will happen next. What was formerly called "Needs" or "Opportunities" will now be referred to as "Shifts", as that is what they are.

Manage Appeals Listing Page

Displays all active and expired appeals listings, grants the admin user the ability to edit, copy, delete, etc. all appeals.

Home > CiviVolunteer

Find Volunteer Projects

Manage Appeals for <Project Title>

[+ Add an Appeal](#) **1**

Active Appeals

Title	Start ▲	End ▼	Enabled?	
Active Appeal Title	01/01/2018	12/31/2018	<input checked="" type="checkbox"/>	Edit > Copy > URL > Delete >
Active Appeal Title	01/01/2018	12/31/2018	<input checked="" type="checkbox"/>	Edit > Copy > URL > Delete >
Active Appeal Title	01/01/2018	12/31/2018	<input type="checkbox"/> 3	Edit > Copy > URL > Delete >
Active Appeal Title	01/01/2018	12/31/2018	<input checked="" type="checkbox"/>	Edit > Copy > URL > Delete >

[+ Add an Appeal](#)

Expired Appeals

Title	Start ▲	End ▼	
Expired Appeal Title	01/01/2018	12/31/2018	Edit > Copy > URL > Delete >
Expired Appeal Title	01/01/2018	12/31/2018	Edit > Copy > URL > Delete >

[Done](#)

1
"Add Appeal" button takes the admin user to the Create/Edit Appeals form.

2
Manage each appeal using the links provided. The URL link takes the admin user to the public-facing appeal page.

3
Disabled appeals that haven't expired are still shown in the "Active" appeals section. Appeals can be set to enabled/disabled on this screen, or in the edit/create appeals form.

Create Appeal for <Really Long Project Title> for <Beneficiary of the Project>

Appeal Settings

Title*

Image* MyCoolImage.jpg

Appeal Teaser

Appeal Description*

Source

B *I* U ~~I_x~~ Format Font Size **A-** **A+**

Location* This can be done from anywhere

Is this Appeal Active?

Active from: / / to: / / Maximum of three months

Display Volunteer Shifts? Check this box if you want volunteers to be able to sign up for shifts for your volunteer project.

Hide this Appeal's "Volunteer" button Checking this box hides this Appeal's "Volunteer" button on the Appeal detail view. Useful when Display Volunteer Shifts is enabled and you wish for volunteers to sign up for specific shifts.

Volunteer Skills Sought

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> Volunteer Skill | <input checked="" type="checkbox"/> Volunteer Skill | <input checked="" type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | <input checked="" type="checkbox"/> Volunteer Skill |
| <input checked="" type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | <input checked="" type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill |
| <input type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | <input type="checkbox"/> Volunteer Skill | |

+ [add another custom fieldset](#)

Create/Edit Appeal

This form is for creating and editing your appeals, it can be accessed from several places in the UI including the appeals listing page. This mockup shows the Create Appeal state.

1 Admin users can choose to not display the Project Beneficiary (i.e. Project Partner) in the CiviVolunteer settings.

2 Check this box if you want to appeal to volunteers looking for opportunities that are done on-line or "can be done from anywhere".

3 Check this box if you are defining shifts for your project. Depending on the view the volunteer is on, they will be presented with a link to the search, or a listing of available shifts.

4 Example of a custom fieldset added to Appeals for "Volunteer Skills". Add any custom fieldsets to Appeals that you want volunteers to be able to search or recommended on.

Edit Appeal for <Really Long Project Title> for <Beneficiary of the Project>

Location* This can be done from anywhere
[Edit Location](#)

Is this Appeal Active?

Active from: / / to: / / Maximum of three months

Display Volunteer Shifts? Check this box if you want volunteers to be able to sign up for shifts for your volunteer project.

Hide this Appeal's "Volunteer" button Checking this box hides this Appeal's "Volunteer" button on the Appeal detail view. Useful when Display Volunteer Shifts is enabled and you wish for volunteers to sign up for specific shifts.

Volunteer Skills Sought

<input type="checkbox"/> Volunteer Skill	<input checked="" type="checkbox"/> Volunteer Skill	<input checked="" type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	<input checked="" type="checkbox"/> Volunteer Skill
<input checked="" type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	<input checked="" type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill
<input type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	<input type="checkbox"/> Volunteer Skill	

Availability by Day

<input type="checkbox"/> Monday	<input checked="" type="checkbox"/> Tuesday	<input checked="" type="checkbox"/> Wednesday	<input type="checkbox"/> Thursday	<input checked="" type="checkbox"/> Friday
<input checked="" type="checkbox"/> Saturday	<input type="checkbox"/> Sunday			

Another Custom Fieldset

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

Just Another Custom Field Option

+ [add another custom fieldset](#)

Create/Edit Appeal with additional custom fieldsets

As many or as few custom fieldsets can be added to your appeal, to increase matchability and help volunteers hone in on things they are interested in. This mockup shows the Edit Appeal state.

1 The trash icon allows admin user to remove the custom fieldset from the appeal.

2 The add another custom fieldset button allows the user to add as many custom fieldsets as they'd like to the appeal.

Browse/Search Appeals (grid view)

Volunteers use this form to search for volunteer opportunities they might be interested in. From this form they are able to view details about an opportunity or sign up directly from the search results.

Home > CiviVolunteer > Browse Volunteer Opportunities

CiviVolunteer

Browse Volunteer Opportunities

Search 24 volunteer opportunities found

1a

1b 1c 1d

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

More Info Volunteer!

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

2

3 More Info Volunteer!

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

More Info Volunteer!

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

More Info Volunteer!

4

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name

Appeal Image

1

1a. Simple text search includes title, description, partner name, etc. Number of results displayed inline.
1b. Changes display from grid to list.
1c. Allows visitor to sort the results.
1d. Opens an advanced search modal that includes date, location, and custom field searching.

2

Admin users can choose to not display the Project Beneficiary (i.e. Project Partner) in the CiviVolunteer settings.

3

Takes the site visitor to the Appeal Detail screen to learn more about the opportunity.

4

Starts the sign up workflow for the visitor. Exact behavior will need to be determined, depending on whether the project the appeal is recruiting for has shifts configured.

Browse/Search Appeals (list view)








Volunteers use this form to search for volunteer opportunities they might be interested in. From this form they are able to view details about an opportunity or sign up directly from the search results.

Home > CiviVolunteer > Browse Volunteer Opportunities

CiviVolunteer

Browse Volunteer Opportunities

Search 24 volunteer opportunities found 1a 1b 1c 1d

	Title	With	Description	Location	Sign up!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name 2			More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info 3 Volunteer!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info Volunteer! 4
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines)	Project Beneficiary Name			More Info Volunteer!

1
1a. Simple text search includes title, description, partner name, etc. Number of results displayed inline.
1b. Changes display from grid to list.
1c. Allows visitor to sort the results.
1d. Opens an advanced search modal that includes date, location, and custom field searching.

2
Admin users can choose to not display the Project Beneficiary (i.e. Project Partner) in the CiviVolunteer settings.

3
Takes the site visitor to the Appeal Detail screen to learn more about the opportunity.

4
Starts the sign up workflow for the visitor. Exact behavior will need to be determined, depending on whether the project the appeal is recruiting for has shifts configured.

CiviVolunteer

Browse Volunteer Opportunities

Search

Filter / Advanced Search

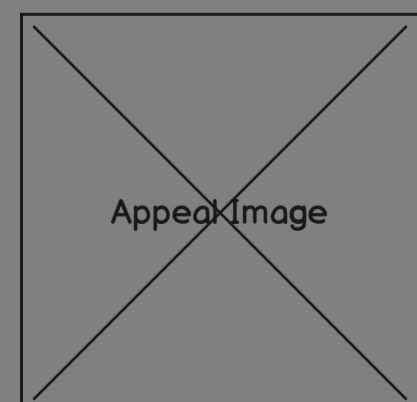
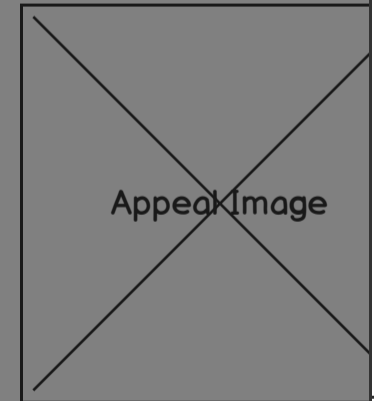
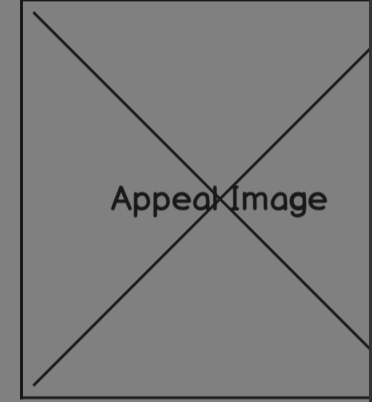
- ▶ Date and Location
- ▶ Volunteer Skills Sought
- ▶ Availability by Day
- ▶ Another Custom Fieldset
- ▶ Another Custom Fieldset
- ▶ Another Custom Fieldset
- ▶ Another Custom Fieldset

Between and

Within of Postal Code

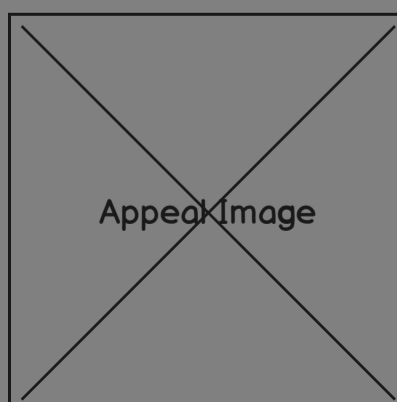
Only show opportunities that can be done from anywhere

Done



Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name
[Redacted]



Volunteer Appeal Title
(can be two or more lines)

Project Beneficiary Name
[Redacted]

Filtering/Advanced Searching

Clicking the "Filter" button on an Opportunity Search results listing opens a modal window which displays advanced search and filter options to the visitor, allowing them to fine-tune their Volunteer Opportunity search.

1 Use the tabbed buttons in the left-hand column to select the filter set. The Date and Location tab is included with CiviVolunteer, and any custom field sets configured for use on the appeal will appear here.

2 The exact behavior of the date search is still to be determined. The high-level premise is that visitors will be able to search for opportunities happening in a specific date range.

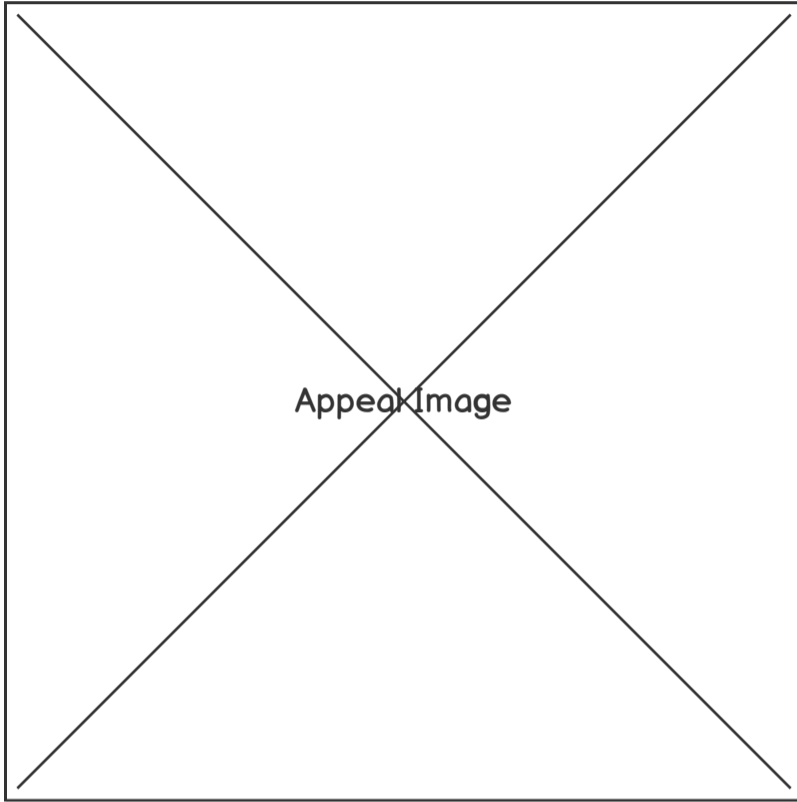
3 When configured, this parameter will return results based on the appeal's location. Appeals marked as "can be done from anywhere" will always return in a location-restricted search, and here the visitor is given the option to only view these remote opportunities.

Appeal Detail

Clicking the "More Info" button on an Opportunity Search results listing opens this screen, where the visitor can learn all about the volunteer opportunity. From here, they can sign up to volunteer, view related opportunities, view the partner profile page, and more.

Home > CiviVolunteer > Browse Volunteer Opportunities > Volunteer Opportunity

CiviVolunteer



Appeal Image

1 Volunteer Appeal Title

[Redacted text]

2 Location

123 Anywhere St. #100
Anytown, DC, 12345

5 Available Shifts

[12/25/2018 12:00-3:00pm Volunteer Role](#)
[12/25/2018 12:00-3:00pm Volunteer Role](#)
[12/25/2018 12:00-3:00pm Volunteer Role](#)
[12/25/2018 12:00-3:00pm Volunteer Role](#)

[More Shifts](#)

6 Project Name

[Redacted text]

Partner Image

Beneficiary Name
123 Anywhere St. #100
Anytown, DC, 12345
[www.beneficiarynamewebsite.com](#)

3 Volunteer! **4** Search for Shifts

Suggested Volunteer Opportunities

	Volunteer Appeal Title (can be two or multiple lines) <i>Project Beneficiary Name</i>	More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines) <i>Project Beneficiary Name</i>	More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines) <i>Project Beneficiary Name</i>	More Info

1 Title, image, and description is pulled from the Appeal configuration and displayed here.

2 Appeal location, note that this is not the location of the Project. Each appeal can be configured with it's own location.

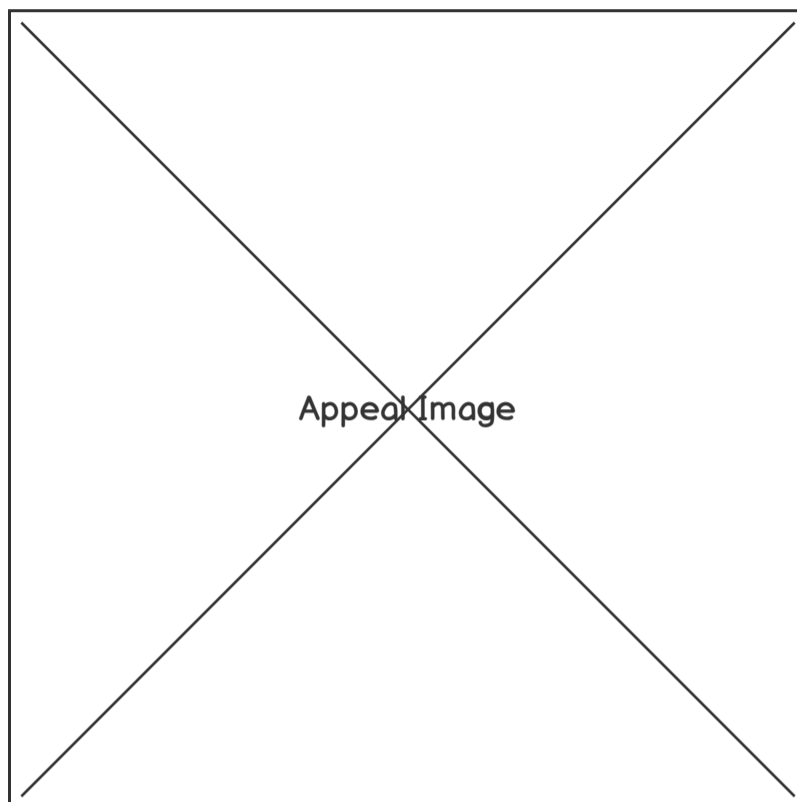
3 Starts the sign up workflow for the visitor, shown in more detail on wireframe #13.

4 Clicking here takes the user to the current Opportunity search, displaying only opportunities for this project.

5 Volunteer shifts will display if that option is enabled in the Appeal configuration settings.

6 Project name and description, and Beneficiary contact information (if configured) is displayed.

CiviVolunteer



Appeal Image

Volunteer Appeal Title

[Redacted text for Volunteer Appeal Title]

Location 1

This volunteer opportunity can be done from anywhere.

Available Shifts





- 12/25/2018 12:00-3:00pm Volunteer Role
- 12/25/2018 12:00-3:00pm Volunteer Role
- 12/25/2018 12:00-3:00pm Volunteer Role
- 12/25/2018 12:00-3:00pm Volunteer Role

More Shifts

Project Name 5

[Redacted text for Project Name]

Suggested Volunteer Opportunities 2

- 
 Volunteer Appeal Title (can be two or multiple lines) *Project Beneficiary Name*
More Info
Volunteer!
- 
 Volunteer Appeal Title (can be two or multiple lines) *Project Beneficiary Name*
More Info
Volunteer!
- 
 Volunteer Appeal Title (can be two or multiple lines) *Project Beneficiary Name*
More Info
Volunteer!
- 
 Volunteer Appeal Title (can be two or multiple lines) *Project Beneficiary Name*
More Info
Volunteer!

Appeal Detail (Alternate #1)

The Appeal Detail screen, showing the page layout with a few elements configured to be hidden.

1 An example of what the Location field might look like if the Appeal is configured as an opportunity that can be done from anywhere.

2 When the Volunteer button is hidden, the Suggested Volunteer Opportunities list moves up on the screen. Users are still able to sign up for shifts by clicking a shift.

3 Starts the sign up workflow for the visitor, With the shift added to the user's Volunteer Sign Up cart.

4 Clicking here takes the user to the current Opportunity search, filtered by this project.

5 Project name and description is still shown, even when Beneficiary contact information is configured not to display.

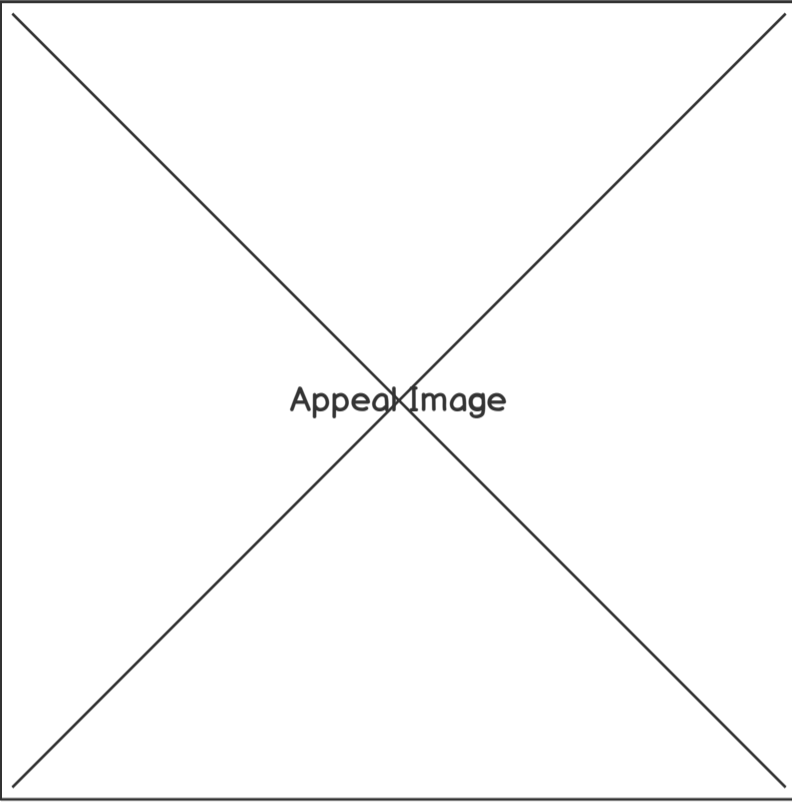
Appeal Detail (Alternate #2)

The Appeal Detail screen, showing the page layout with a few elements configured to be hidden.

← → ↻

[Home](#) > [CiviVolunteer](#) > [Browse Volunteer Opportunities](#) > Volunteer Opportunity

CiviVolunteer



Appeal Image

Volunteer Appeal Title


[Redacted text block]

Location

123 Anywhere St. #100
Anytown, DC, 12345

Project Name

[Redacted text block]



Suggested Volunteer Opportunities

	Volunteer Appeal Title (can be two or multiple lines) <small>Project Beneficiary Name</small>	More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines) <small>Project Beneficiary Name</small>	2 More Info Volunteer!
	Volunteer Appeal Title (can be two or multiple lines) <small>Project Beneficiary Name</small>	More Info

1

1

Layout with Shifts and Beneficiary contact information set to be hidden from display.

2

2

Suggested Volunteer Opportunities listing will use an algorithm to suggest opportunities to the user.

Sign Up to Volunteer

From the Appeal (Search or Detail), the volunteer will arrive at the Sign-up form onfigured for the Project. Potentially, this could be a distinct feature to allow more customization per-appeal, such as the title, the information collected, or the activity created in CiviCRM.

On submission:

- * Sends an email to the user
- * Sends an email to the Volunteer Coordinator i.e. "Manager" of the Project
- * Creates an activity in CiviCRM.

← → ↻

[Home](#) > [CiviVolunteer](#) > Sign Up to Volunteer

Sign Up to Volunteer

Thank you for being a volunteer! You are signing up for the following volunteer opportunities:

For additional project or role detail, click the corresponding detail icon in the table below. ⓘ

Project Title	Project Partners	Role	Date and Time
Saturday Morning Tutors ⓘ	Computer C.O.R.E.	Any	Any

Please provide the following information and submit the form to confirm your interest.

Volunteer Sign Up

First Name *	<input type="text"/>
Last Name *	<input type="text"/>
Email *	<input type="text"/>
Phone	<input type="text"/>
Age 13 or Older *	<input type="radio"/> Yes <input type="radio"/> No

By signing up to volunteer, you agree to the Volunteer Arlington Terms of Service.

Submit

Back

1

1
Back button returns user to the screen they were previously viewing i.e. an Appeal Detail screen, an Opportunity search, etc.