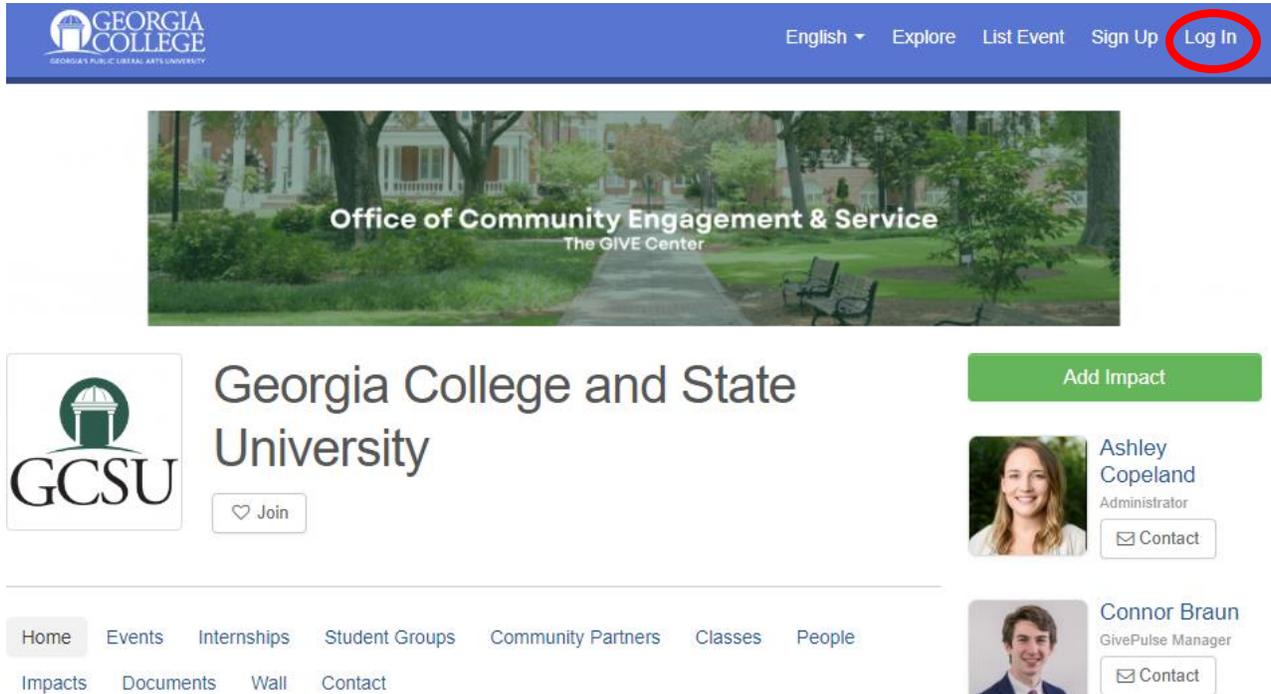


How to enter hours | GivePulse at GCSU

1. Navigate to GCSU GivePulse: <https://givepul.se/r4f07>
2. Login with Your GCID (bobcats email credentials – DUO Push)



English ▾ Explore List Event Sign Up **Log In**

Office of Community Engagement & Service
The GIVE Center

 Georgia College and State University [Join](#)

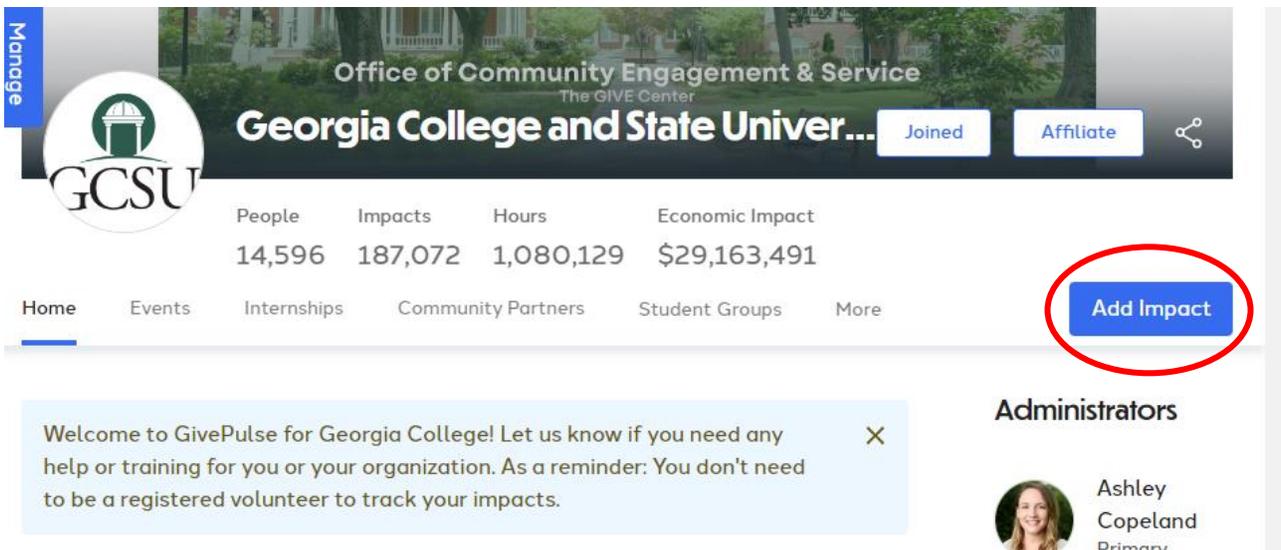
[Add Impact](#)

 Ashley Copeland
Administrator
[Contact](#)

 Connor Braun
GivePulse Manager
[Contact](#)

Home Events Internships Student Groups Community Partners Classes People
Impacts Documents Wall Contact

3. Select “Add Impact” at the right side of the screen



Manage  Office of Community Engagement & Service
The GIVE Center
Georgia College and State Univer... [Joined](#) [Affiliate](#) [Share](#)

People	Impacts	Hours	Economic Impact
14,596	187,072	1,080,129	\$29,163,491

Home Events Internships Community Partners Student Groups More [Add Impact](#)

Welcome to GivePulse for Georgia College! Let us know if you need any help or training for you or your organization. As a reminder: You don't need to be a registered volunteer to track your impacts. [X](#)

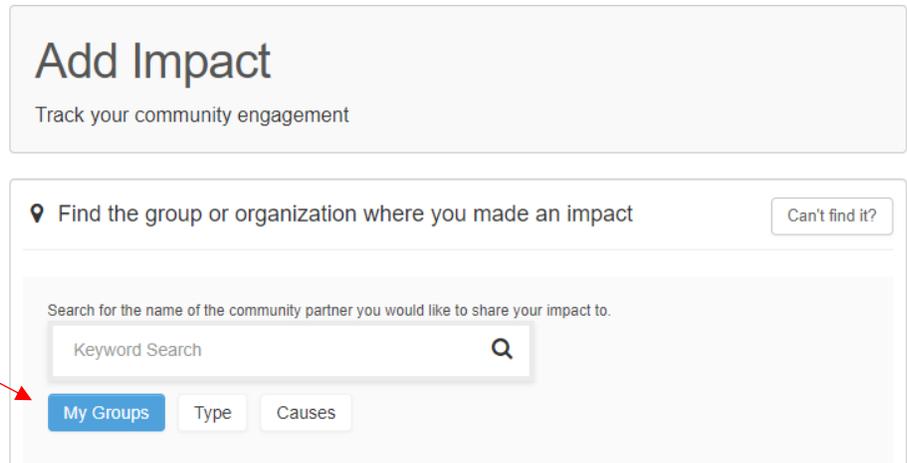
Administrators

 Ashley Copeland
Primary

4. Find the group or organization where you completed your hours. **One of two ways:**

- **Option One.** Unclick “my groups” and use the search feature to find the name of the organization completing volunteer service with. a. Ex: Red Cross Milledgeville, Life Enrichment Center, etc

Uncheck the blue “my groups” button and search for the name of the non-profit.



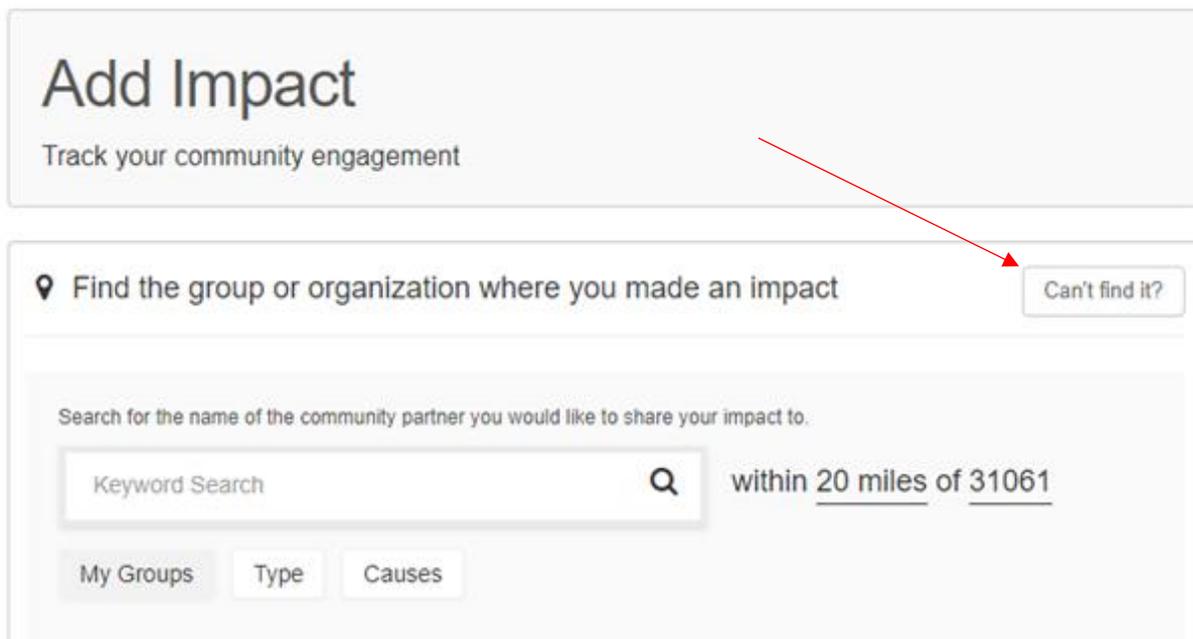
Add Impact
Track your community engagement

📍 Find the group or organization where you made an impact Can't find it?

Search for the name of the community partner you would like to share your impact to.

Keyword Search

- **Option Two.** Click the “can’t find it?” button at the top right and add the information for the organization and name of person at the non-profit that will verify your hours.



Add Impact
Track your community engagement

📍 Find the group or organization where you made an impact Can't find it?

Search for the name of the community partner you would like to share your impact to.

Keyword Search within 20 miles of 31061

Completing the Form

5. **Course Engagement:** Select "yes" or “no” this impact is for a course
 - If “yes” linked to a course, select the course name from the drop down.
6. **Date:** Enter start date
7. **Impact Type and Measurement:** Select time and enter how many hours

8. Requested Information:

- View the PDF to verify that your volunteer hours count as service and check the document agreement box.
- What type of service: Select campus or community.
- Category of service: Select appropriate box.
- Was this required or prompted by: Select all that apply.
- Description of service: Provide 1-2 sentences detailing what you did.

9. Sharing and Privacy Settings: Add any student organizations you would like to share this volunteer service with. For example: your sorority/fraternity, club team, etc.

10. Select: Add impact at bottom left of screen

NO

Private Impacts are visible to you and groups you share with Your user is marked as private. You can not create public impacts

Add Impact