

Your volunteer time is tracked at <https://timecounts.org/newhope/>.

When you go to the tracking site you will need to either create a profile or login. After you are logged in:

1. Click "Home"
2. Click "Volunteer Time"
3. Click "Log Time"

The screenshot shows the New Hope Academy website. The header includes the logo 'V HOPE ACADEMY' with 'International private' underneath, and the text 'New Hope Academy' and 'Hyattsville, Maryland'. The navigation menu has three items: 'Home' (marked with a red '1'), 'About', and 'Opportunities'. On the left sidebar, there are three links: 'Commitments', 'Volunteer Time' (marked with a red '2'), and 'Resources'. The main content area shows the text ', since joining you have volunteered 0 hours' and a blue button labeled 'Log Time' (marked with a red '3' and circled in red).

4. Fill in the "Name of Activity"
5. Fill in "Date Volunteered"
6. Fill in "Hours Volunteered" and "Minutes"
7. Other fields are optional.
8. Click "Submit."

## Log Volunteer Time

### 1. Tell us about your volunteering

<input type="text" value="Type the name of the volunteer activity"/>	<input type="text" value="Add a skill..."/>
NAME OF ACTIVITY	SKILLS - MAX 5 (OPTIONAL)

### 2. Clarify timeframes

? Need to log a time period?

<input type="text" value="Date"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
DATE VOLUNTEERED	HOURS VOLUNTEERED	MINUTES

### 3. Add details

<input type="text" value="Write about your experience or add any details..."/>
(OPTIONAL)

<input type="button" value="Cancel"/>	<input type="button" value="Submit"/>
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