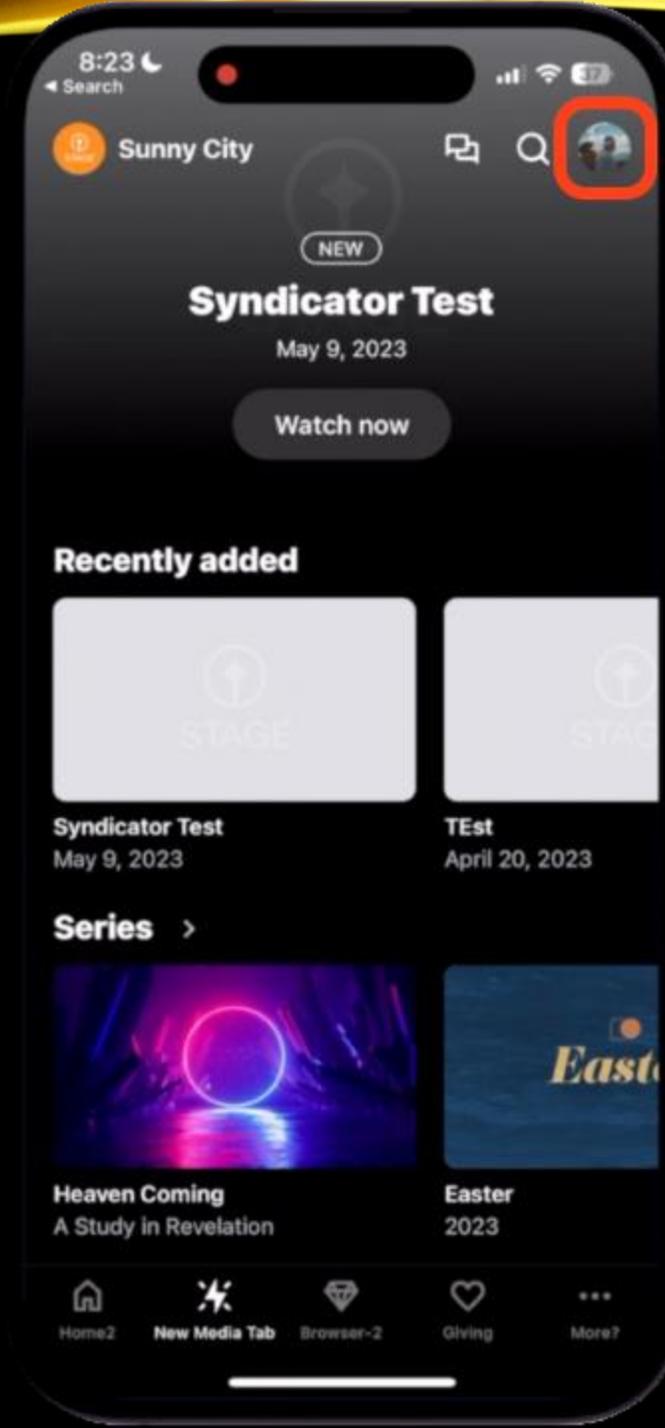


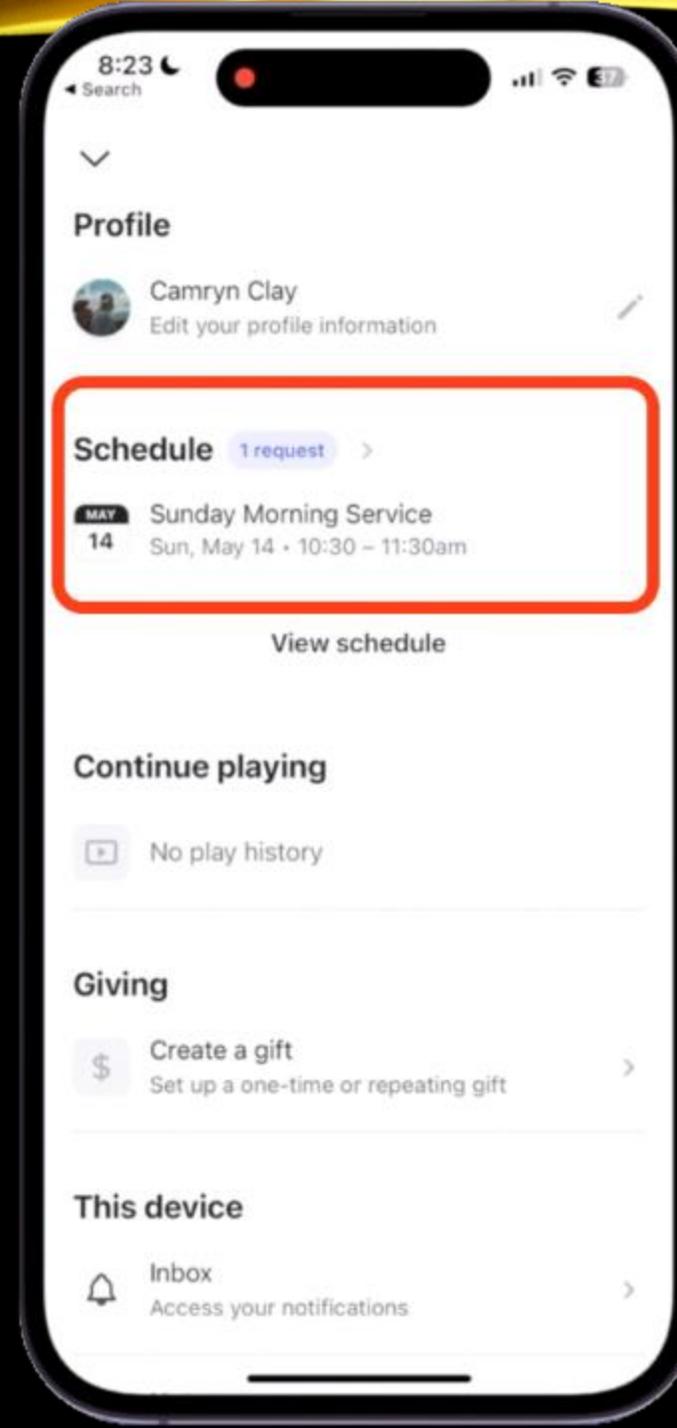
Accepting and Declining Roster Requests:

Volunteers can either accept or deny by opening the request from a push notification or viewing their schedule in the Personalized Account Menu.

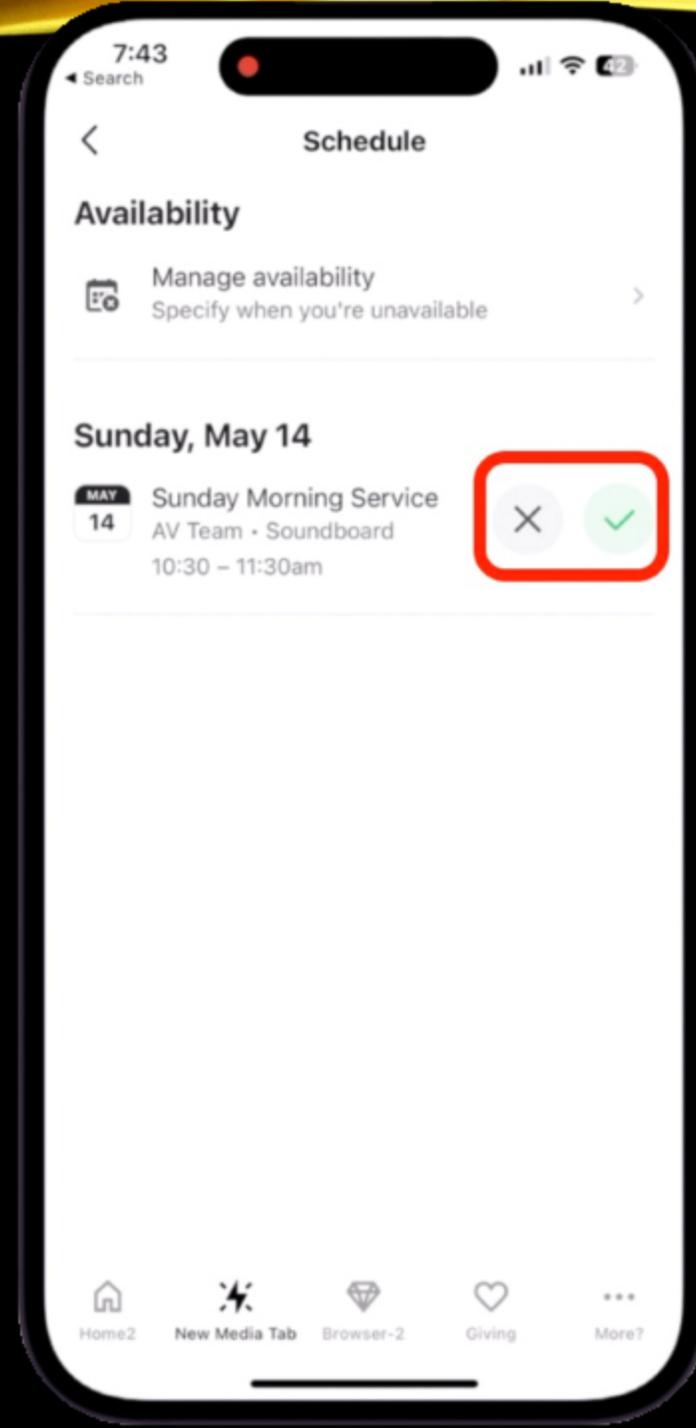
To access the Personalized Account Menu, just click the Avatar in the top right-hand corner of your app.



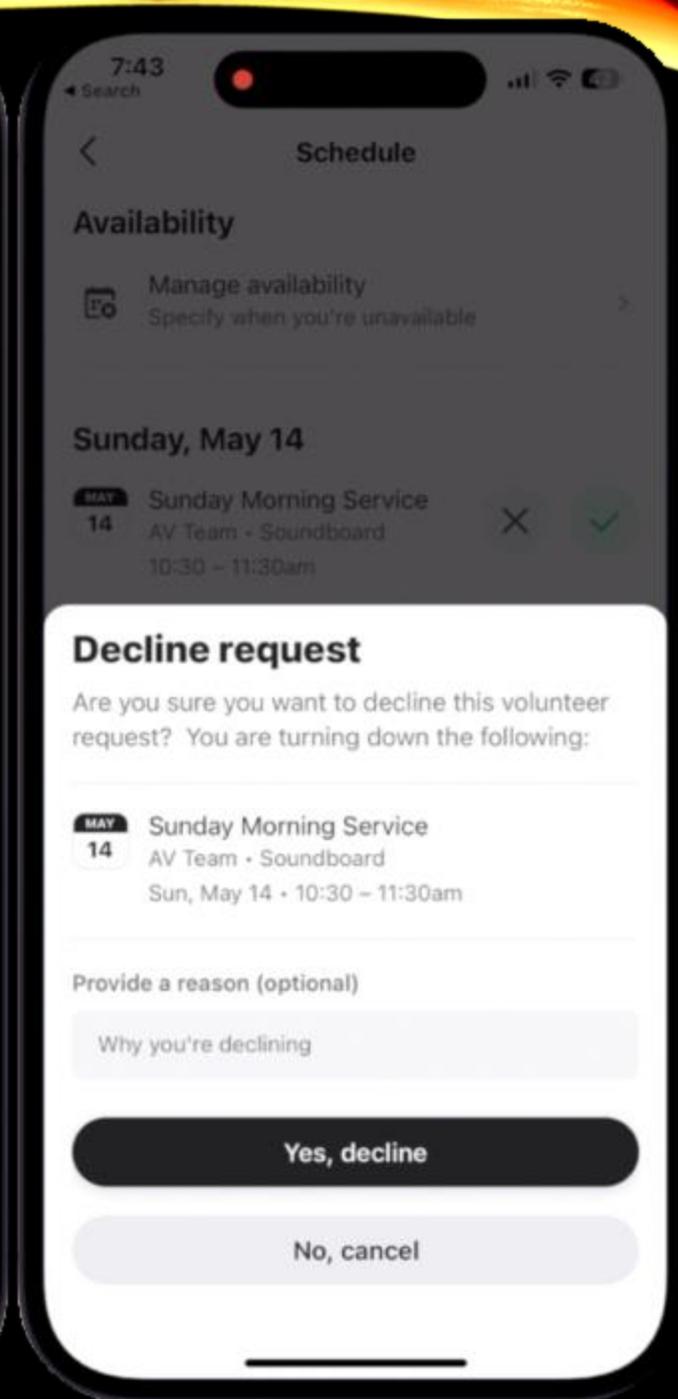
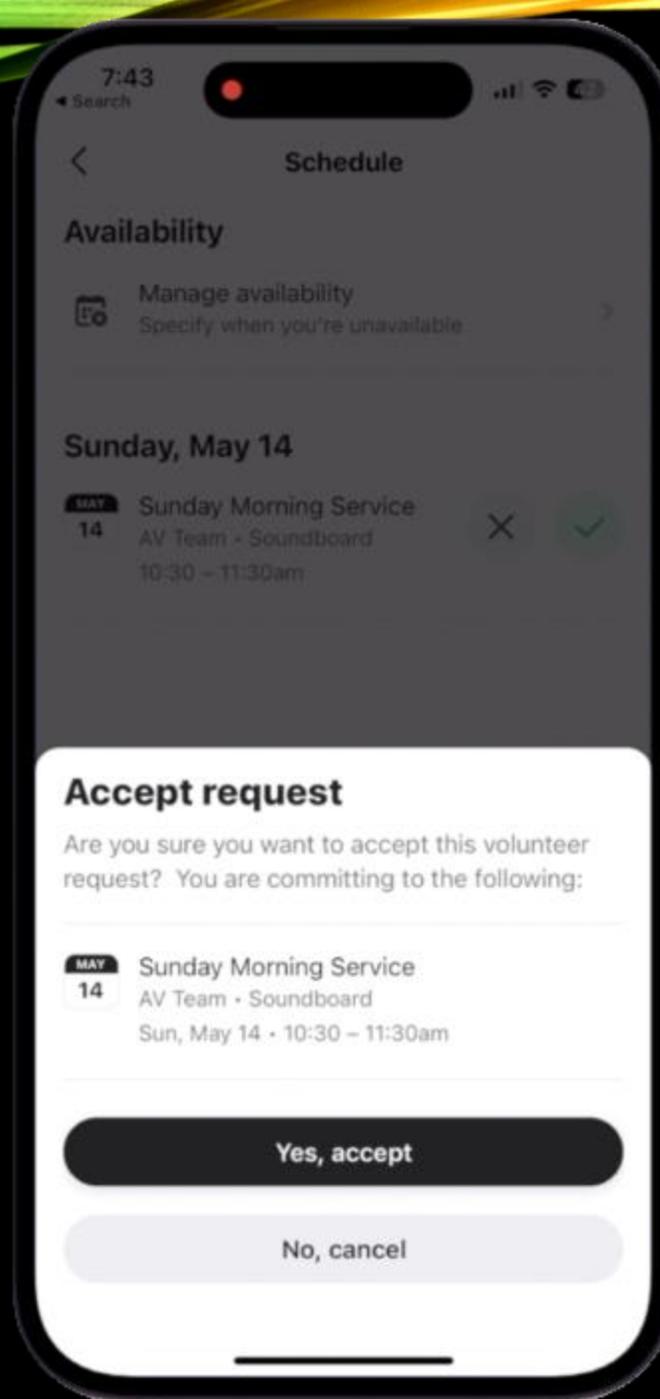
As long as you're signed in to your account, you will see the new "Schedule" section.



Click the "request" button and you will be able to accept or decline your request.



If you choose to accept or decline, we will always ask again just to make sure.



Managing Unavailability Dates:

At the top of the "schedule" section, you will see the option to "Manage Availability"

This will allow your volunteers to specify when they will be unavailable to serve at your church.

