

# vInspired schools

## A guide to your vInspired schools site

### 1. Get registered

It's **easy** to get signed up with vInspired Schools.

- 1) Click **Sign up** on your school homepage
- 2) Fill in your email address and we will send you a confirmation email
- 3) Follow the link and fill in the rest of your information

That's it, easy as 1,2,3!

### 2. Tell us what you've already done

You could be doing lots of volunteering or social action already that you probably don't even realise. You might be a peer mentor, taking part in Duke of Edinburgh, or helping out at a local charity shop. It all counts as volunteering and if you're not, we're here to get you started.

Once you have registered, you can view your profile whenever you want. Just log in and click your name, this page is all about you. It is a great place to record all of your volunteering, which is useful when applying for jobs or university.

#### To update your profile:

- 1) Click on **Add other volunteering**
- 2) Tell us what you have been doing
- 3) Follow the prompts and tell us how much how much time you have volunteered

### 3. Find some new opportunities

The vInspired schools website is the place for you to find new volunteering opportunities, whether you volunteer regularly or are just starting out. Your school will have added volunteering opportunities that you can do both in and outside of school in your free time. Just choose and click apply.

#### To find volunteering opportunities available to you:

- 1) Leave the search fields blank on the **Home** page
- 2) Click on the magnifying glass
- 3) Click on a volunteering opportunity that interests you

#### Find volunteering opportunities

Search  and/or  

### 4. Get recognised

Every time you log on to your profile, you should see an **Awards** tab.

The vInspired awards recognise the time you commit, the skills you develop and the difference you make through volunteering. The awards help you boost your CV by showing universities and employers evidence of what you have achieved as a volunteer. There are 3 vInspired awards **v10 for 10 hours** of volunteering, **v50 for 50 hours** and the **v100 for 100 hours** of volunteering.

#### To get started:

- 1) Click on 'apply for award'
- 2) Choose the school you want to validate your awards
- 3) Once you have completed enough hours click on 'apply for award'

**For more information please email: [schools@vinspired.com](mailto:schools@vinspired.com)**