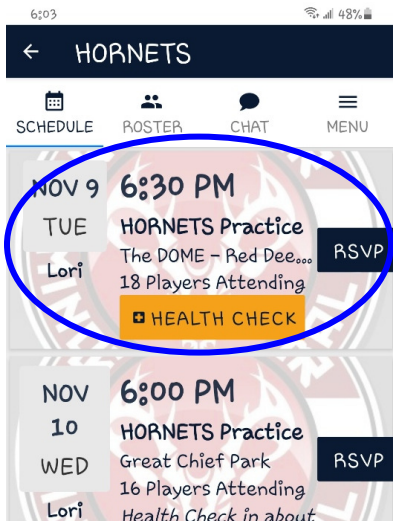


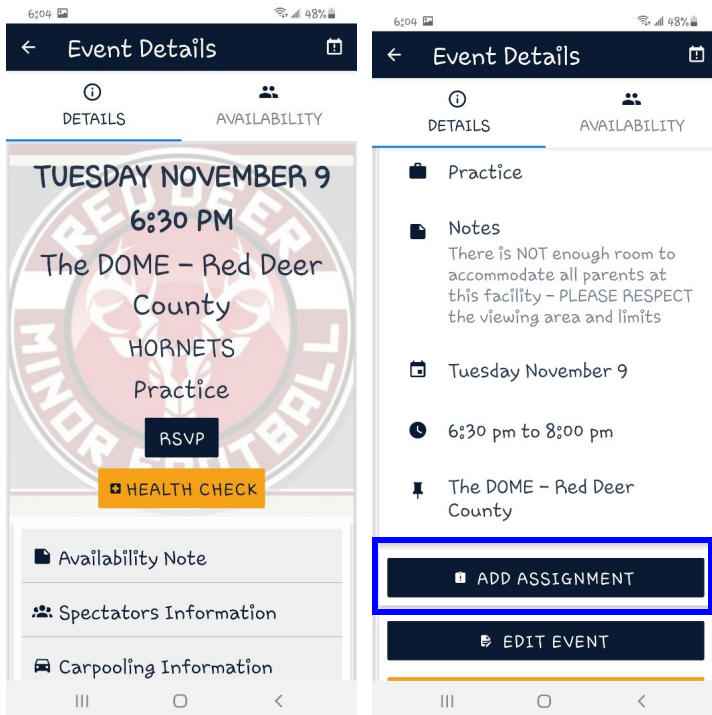
Adding Volunteer ASSIGNMENTS in the RAMP APP

Coaches (**ONLY COACHES**) can add "assignments" in the RAMP app for their team. Only Coaches can do this, because they have ADMINISTRATOR control of the APP for their team.

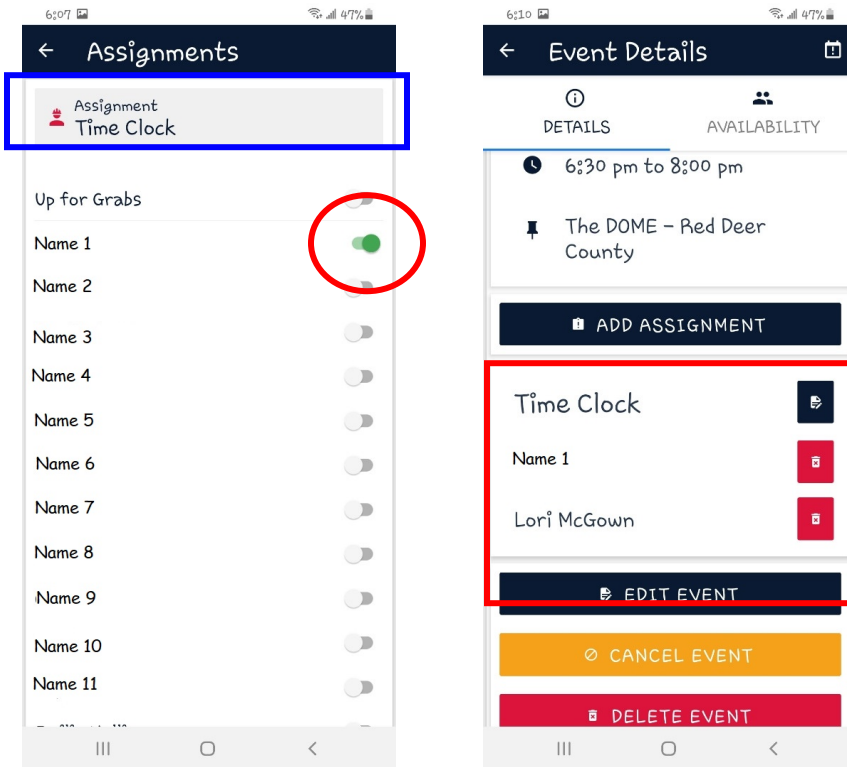
In the APP ONLY, Click on the GAME in your schedule that you want to assign duties for.



At the very bottom of the next screen, there is a "ADD ASSIGNMENT" line, click that.

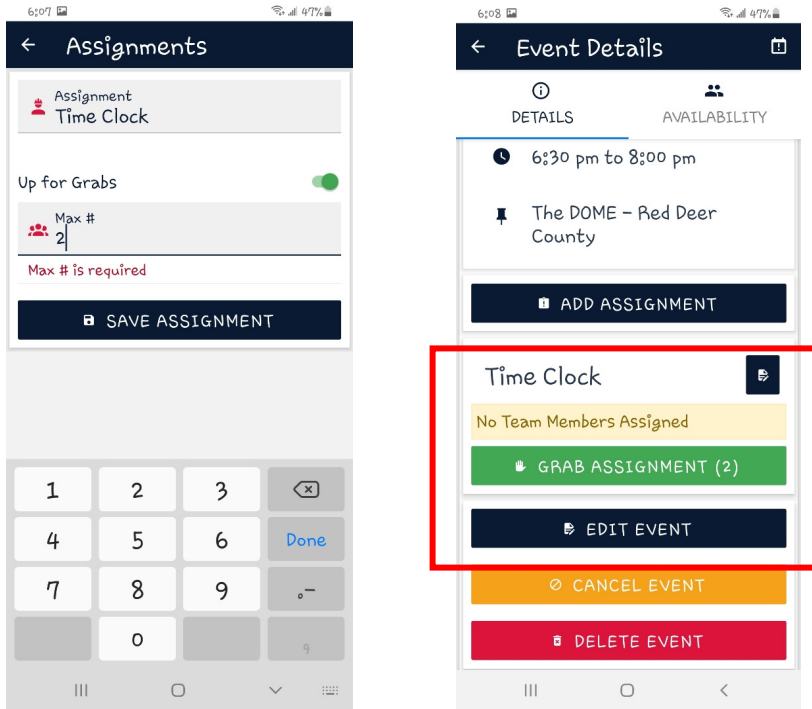


In the TOP where it says "Assignment" Type in WHAT job you are assigning ex: Time Clock, then scroll to find the Player that you are assigning that job to.



Slide the "slide button" on the right over till it turns GREEN for the players you are assigning to, there can be more than one. Scroll to the bottom of the list and click **SAVE ASSIGNMENT**.

If you want to ADD the Job, but there is no one assigned yet, slide the first one over, that says "Up for Grabs" then your players can see that job is needing to be filled. It will prompt you for the # of volunteers needed for that job. Click SAVE ASSIGNMENT when done.



The JOB, will then show up at the bottom of the Event and you can let parents know it is "Up for Grabs", they can click on the GREEN button, to accept that job.

Emails will be sent when you create all of these ASSIGNMENTS. To each assigned job person, or for the "Up for Grabs" ones.

