

# Actual Volunteering Sessions

Location: Toy Library/Actual Volunteering Sessions

## Listing Actual Volunteering Sessions

This table presents existing Actual Volunteering sessions, their description, volunteer requirements and current volunteer engagement.

Actual Volunteering Sessions can only be deleted if they have no volunteers nominated.

Actual Volunteering Session descriptions are text only and sort alphabetically on the Calendar. Writing times in here will not allocate those times (but it will put that description in some auto emails).

Listing actual volunteering sessions						
Calendar view						
Actual volunteering sessions Undersubscribed actual volunteering sessions (future) Oversubscribed actual volunteering sessions (future) Appropriate actual volunteering sessions (future) All actual volunteering sessions (including past)						
CSV Excel Copy						
Search:						
Date	Description	Min. volunteers required	Max. volunteers required	# of volunteers nominated	Edit	Delete*
Sat, 12 Mar 2022	Saturday Opening	1	2		Edit	Delete
Tue, 15 Mar 2022	Tuesday session	3	3	1	Edit	
Tue, 15 Mar 2022	Toy clean	2	2	1	Edit	
Thu, 17 Mar 2022	Session	1	2		Edit	Delete
Sat, 19 Mar 2022	Saturday Opening	1	2		Edit	Delete
Tue, 22 Mar 2022	Tuesday session	3	3		Edit	Delete
Tue, 22 Mar 2022	Toy clean	2	2		Edit	Delete
Thu, 24 Mar 2022	Session	1	2	1	Edit	
Sat, 26 Mar	Saturday					

## Creating new Actual Volunteering Sessions

To create Actual Volunteering Sessions, you must have Usual Volunteering Sessions set, and an Actual Opening Hour/s to allocate them to.

Like Actual Open Hours, Actual Volunteering Sessions can be created individually, or for a range. Actual Volunteering Sessions will not duplicate if there is already a Volunteering Session of that type on that Actual Open Hour.

Multiple Sessions will create all current Usual Volunteering Sessions that match the Actual Open hours during that period (ie you can't just nominate the Wednesday sessions).

Single session will only create the type selected.

[illegible]

Revision #2

Created 11 March 2022 03:07:42 by Caris Morris

Updated 15 March 2022 07:37:36 by Caris Morris