

Set Group Leader Access to the OF-301b

1. Click the hyperlinked "View" to open the Group Leader (301a) volunteer task.



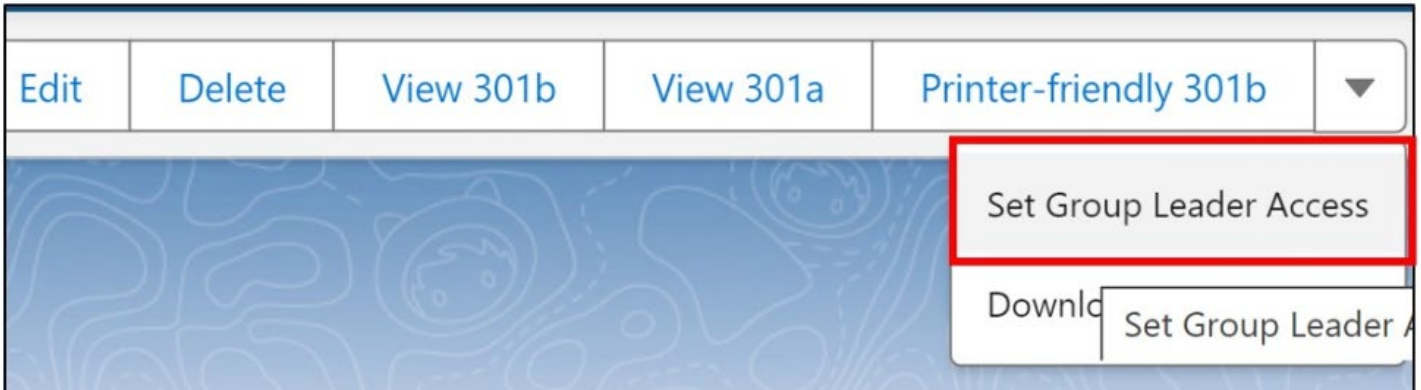
2. View that the Group Leader (301a) task details provide the Group Leader 301b URL link. This URL can be made accessible on the Group Leader volunteer task details through the "Set Group Leader Access" button.

The screenshot shows the details page for a "Volunteer Task" titled "Group Leader (301a)". The page has tabs for "Details", "QR Code", "Group Members", and "Files". Under the "Information" section, there are several fields:

Volunteer Task Name	Group Leader (301a)	Reimbursement Approved	No
Volunteer Position/Group Project Title	Front Gate	Type and Rate of Reimbursement	N/A
Task Directions	Congratulations, you have been selected as a Volunteer Group Leader! In order to complete your onboarding process, please review and complete all required documents and tasks. The included Volunteer Service Description will outline your duties and requires validation that will serve as your legal signature. If you have questions, please reach out to the Volunteer Coordinator listed for this volunteer opportunity.	Background Check Affirmation	<input checked="" type="checkbox"/>
Agreement Number	05-24-3579-1021	Public Domain Affirmation	<input checked="" type="checkbox"/>
Application	AP-00058961	Health Affirmation	<input checked="" type="checkbox"/>
Completed	<input checked="" type="checkbox"/>	Medical Affirmation	<input checked="" type="checkbox"/>
Group Name	Bridge Day Team	Photography Affirmation	<input checked="" type="checkbox"/>
Group Leader 301b URL	https://doinps-vol-volqa.sandbox.my.site.com/volunteers/s/volunteer-group-member-application?volTaskId=a0GOD000000Kzh12AC	Group Leader Access	<input type="checkbox"/>


The "Group Leader 301b URL" field and the "Group Leader Access" checkbox are highlighted with red rectangular boxes.

3. Click the "Set Group Leader Access" button from the top right hand corner drop down.



4. Click "Yes" on the confirmation message to set Group Leader access to the 301b.

5. Group Leader Access to the 301b URL is set and indicated with a checkmark in the field.

Group Members		Files	
Group Leader (301a) 			
ject	Front Gate	Reimbursement Approved	No
<p>Congratulations, you have been selected as a Volunteer Group Leader! In order to complete your onboarding process, please review and complete all required documents and tasks. The included Volunteer Service Description will outline your duties and requires validation that will serve as your legal signature. If you have questions, please reach out to the Volunteer Coordinator listed for this volunteer opportunity.</p>		Type and Rate of Reimbursement	N/A
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05-24-3579-1021		Group Leader Access	<input checked="" type="checkbox"/>
AP-00058961			