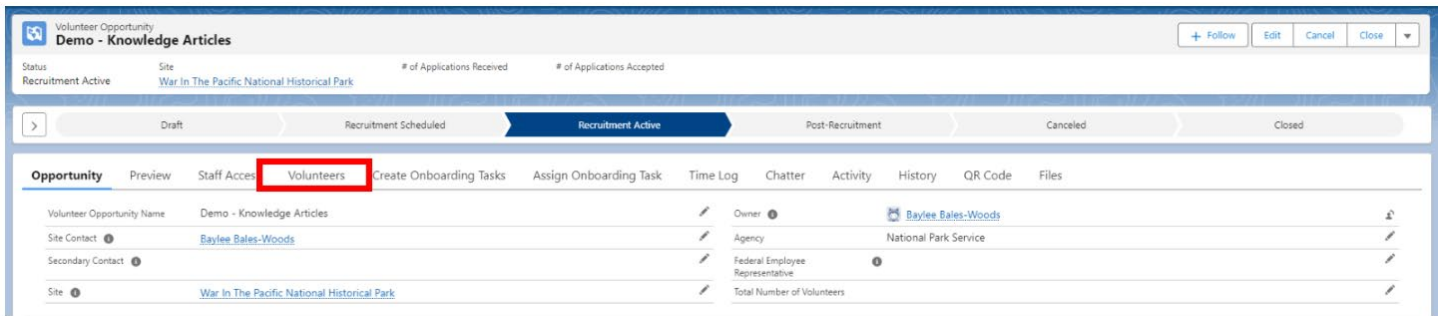
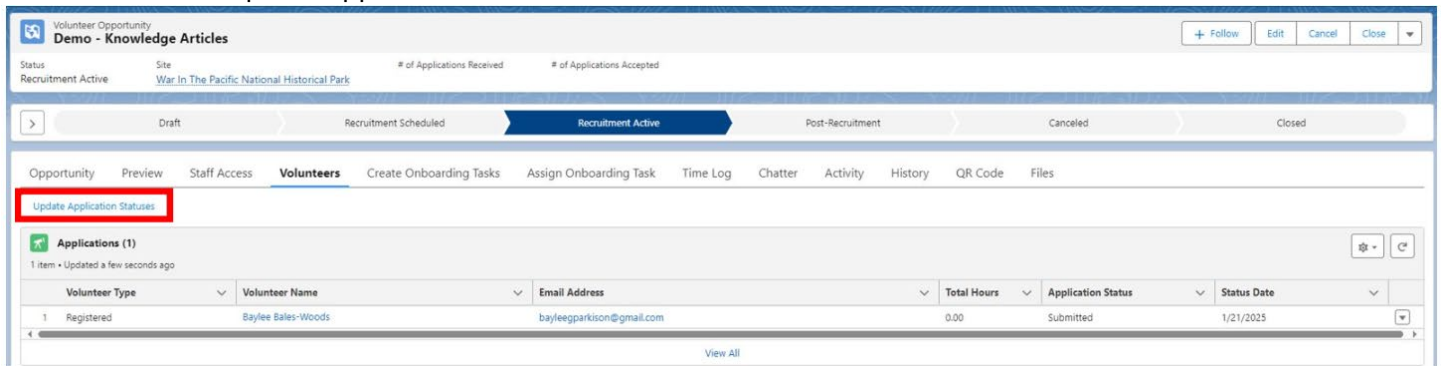


# Updating Application Status

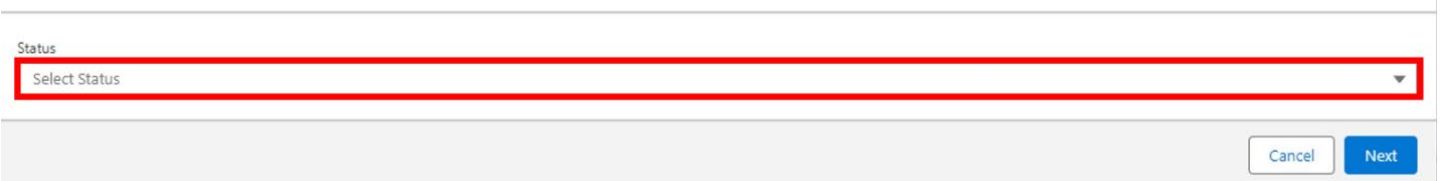
1. Locate the "Volunteer Opportunities" Tab on the top of your volunteer coordinator homepage
2. Click on the opportunity that has Volunteer Application statuses that are needing to be changed
3. Click the "Volunteers" tab within the opportunity



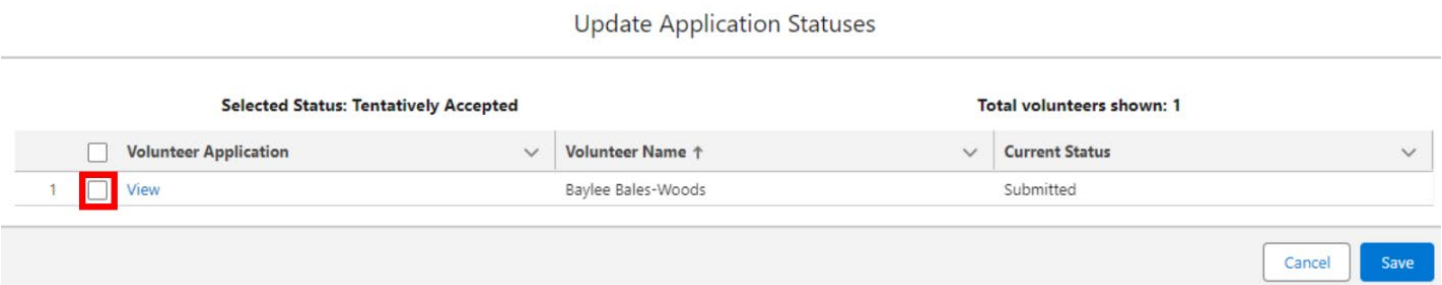
4. Click the "Update Application Status" button



5. Click on the dropdown menu to update the volunteer's status a then select "Next"



6. Select the checkbox next to the desired Volunteer Application you want to update the status on and then select "Save".



7. The volunteer Application Status is now updated