

BENEFITS

SAVES TIME

- Students do the data entry
- Available online, 24/7
- Reports are automatic

SAFE

- Password protected
- Archived backups daily
- Teachers provide oversight

ACCOUNTABLE

- Records approved via email
- History of activity saved
- Locked & archived records

SUSTAINABLE

- Nvolved support
- Workload distributed & shared
- Consistent infrastructure for all

RELEVANT

- Career Cluster & Pathways
- Service-Learning
- Work-Based Learning
- School-to-Work
- Community Service

GetNvolved® enables students, employers, teachers, and parents to record and monitor work-based learning progress using the Internet. GetNvolved® makes it easy to collect comments for evaluations, parent/teacher meetings, and Worksite Mentor feedback.

GetNvolved® 4.0 connects students directly to www.wicareerpathways.org
A fantastic resource for exploration!

WHAT TEACHERS SAY

"In tracking weekly hours for over 120 Work-Based Learning students, GetNvolved has absolutely saved me. The ease for the students and me has been a life saver! GetNvolved® has allowed me to spend more time developing curriculum and following up with students that need individual help."
Mike Elkin, Neenah HS, Technical Education Department Chair

"The kids think it's great. I think it's great. It saves me so much time. Our school has a 36-hour graduation requirement. Last year, we had full time staff person taking care of this. Now, it takes a few hours per semester."
Ann Bell, Menasha HS, Counselor

"There is certainly something to be said about the convenience and time savings of tracking student hours and having employers verify them online. It is simple and quick. I have not had any employers who had issues with the program."
Lynn Fischer, Kimberly HS, Employability Skills Certificate Class




Read comments from high school students and adults!
Join the conversation!

**Connecting Young People to Community Life Through
Volunteer Service and Work Experiences**

THE STUDENT TRACKING AND ACTIVITY REPORT – STAR GetNvolved® Version 4.0

Here's the form students use to record their hours and comments. When students finish entering the data, records are submitted for final approval. The Worksite Mentors receive emails containing links that open the appropriate records. Then they add comments, and approve or deny the record. There are even links to the Skills Standards Checklists. Teachers monitor the entire process on their computers.



WELCOME,
WILEY

HOME | MESSAGES | PROFILE | LOGOUT


SAVE | CANCEL | COPY | PRINT | SUBMIT FOR FINAL APPROVAL

SEARCH FOR:


RECORD ID #: 123456	START DATE: 4/16/12	END DATE: 4/22/12	STATUS: APPROVED	HOURS: 14.5	
OPPORTUNITY TITLE:	ASSISTANT JET PACK AND ROCKET SKATES TEST PILOT				
EMPLOYER OR VOLUNTEER SITE:	ACME INDUSTRIAL GIMMICKS, LLC 100 RED ROCK RIM PAINTED DESERT, AZ 12345				
WORKSITE MENTOR: PHONE: EMAIL:	MR. ACME & SONS & DAUGHTERS 555-555-5555, X123 BOSS@ACME.COM				
JOB DESCRIPTION:	<p>Test Pilot Assistants are responsible for picking up the pieces and cleaning up the mess after equipment fails. Knowledge of physics is helpful, sometimes. First Responder training is a must. The job requires the ability to lift heavy objects such as anvils and bowling balls.</p>				
Work-Based Learning Unpaid Volunteer					
TASKS PERFORMED:	<input type="text" value="This week, I packed a parachute. I think I did it OK, but we won't find..."/>				1,000 Character MAX
I LEARNED:	<input type="text" value="I need more practice with the parachute thing. I guess socks, t-shirts..."/>				1,000 Character MAX
I FEEL:	<input type="text" value="Trial and error is a hard way to learn things. My attorney tells me..."/>				1,000 Character MAX
WORKSITE MENTOR COMMENTS:	<input type="text" value="I don't think Wiley will ever catch that roadrunner."/>				1,000 Character MAX

CAREER CLUSTER

You are on a Career Pathway. To see where it might take you, click the link below.



Click here to open the **Skills Standards Checklist** for this record.



Check out WisCareers by clicking this icon.

GetNvolved® is very affordable. Sign up for a webinar or demonstration at your school by visiting www.nvolved.com/contact-us or calling 920-257-9486. GetNvolved® can be up and running at your school within a few days



Read comments from high school students and adults!
Join the conversation!

FOR MORE INFORMATION

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January 25, 2017

Frequently Asked Questions

What is GetNvolved®?

GetNvolved® is an online service that helps students find work and volunteer opportunities, document their experiences, produce portfolios, and validate their records. Students, schools, businesses, and agencies share the web site: www.getnvolved.org.

GetNvolved takes the routine task of getting hours approved an educational experience with academic, employability, and college & career-ready outcomes. It saves teachers and worksite mentors time and compiles useful data without additional effort.

How much does it cost?

GetNvolved is free to schools, paid for by sponsors interested in engaging the next generation of high-quality employees.

Is the student information secure?

Yes. All users, including students, must have an ID and password. The server is protected and never produces spam or other content not related directly to the GetNvolved® operation. Students do not see each other on the site.

Worksite mentors do not access the site except to verify a record after receiving a link via email. Once verified, the record cannot be accessed without a GetNvolved account.

What information is kept on the site? (*Required)

Students' names*, email addresses*, graduation year*, school*, phone number, student ID #, gender, school club affiliations.

Worksite mentor name*, worksite*, phone, email*.

Teacher names*, email addresses*, office phone numbers, gender, school*.

Teachers and administrators can add notes regarding maintenance, help requests, and actions.

How do schools notify students and get them started?

Schools ask each student to go to www.getnvolved.org and create an account. No additional effort by staff is required.

In some cases, schools send a roster to Nvolved, Inc. and asks for credentials. Nvolved send the school credentials for all students on the roster, and then the school delivers them to students. ***The first method is the most popular, by far.***

What about training?

Online videos and a robust Help document system take care of most issues. GetNvolved support is available through email and phone. Training for teachers is usually unnecessary, but is available online (free) or in person (fee-based).

How many teachers can access the system?

GetNvolved does not limit the number of teachers allowed to have accounts. Schools decide. Any teacher can add or remove other teachers. Once given access, schools manage their own accounts.

What about support?

Nvolved, Inc. responds quickly by phone, email or Skype®. Our support staff makes every effort to see that teachers and others find GetNvolved® easy to use.

Who posts volunteer opportunities?

-) Students, for themselves
-) Teachers, for their students
-) Agencies and businesses, for their local schools (Post do not appear to students until vetted.)

Who verifies the work or service? Teachers and Worksite Mentors

The Worksite Mentor (WM) receives the Verify Record email. This person is identified in the Worksite Mentor section of the record during creation. Most often, it is the person that directly supervised the student's work.

The WM is often a youth worker, volunteer coordinator, or a teacher. Any teacher with a GetNvolved account can approve or unapproved any record at any time.

How is the work or volunteer service verified?

When the student finishes creating their record, they click on a button that says, "Submit for Final Approval." That locks the record and sends an email containing a link to the Worksite Mentor who clicks the link, reviews record, adds comments, and either approves or denies the record. Denied records can be resubmitted by the student or teachers after the appropriate changes are made.

What kinds of reports are available?

There are countless reports that can be developed as needed for program evaluation. This includes total data extracts in Excel and beautifully formatted print & online displays.

How can I get more information?

Visit www.nvolved.com for samples, demonstrations, and contact information.

Email support@nvolved.com.

GetNvolved®, Community Service, and Work-Based Learning

GetNvolved® makes managing Work-Based Learning and Community Service programs easier, more efficient, and enhances the educational value of the experiences. It is a form of “online infrastructure” that provides greater communication, accountability, and continuity for schools and their business partners.

The diagram below illustrates the record-keeping cycle. Everything is done online using the GetNvolved® site. The students are responsible for 95% of the data entry. Employers, volunteer coordinators, and school contacts oversee the records created by students and add comments during the approval process.

The Record-Keeping Cycle

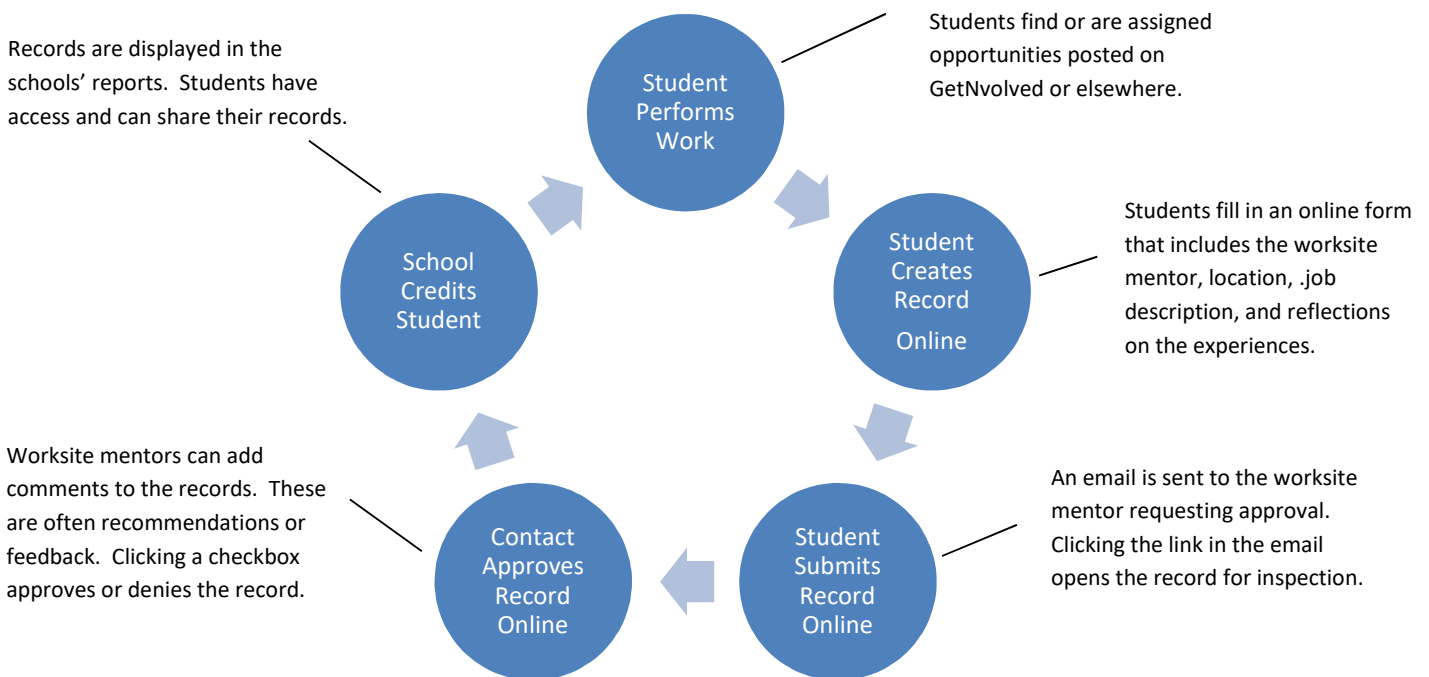


Figure 1 - The Record-Keeping Cycle

Teachers can monitor and control all aspects of the process and run detailed reports anytime. Archives go back to the first record created no matter how far back in time.

Worksite mentors see only the records they approve and only as they approve them. They do not login to the site as students and teachers do. Worksite mentors can post opportunities on the GetNvolved site, but these posts are not seen by students until approved by a teacher or GetNvolved Regional Administrator.

Student Performs Work or Volunteer Service

In many schools, it is up to the student to find work, though significant help by the schools is likely. After successfully being accepted, the student performs in accordance with the jobsite or community service requirements.

Student Creates Record

The student records hours by filling in the form on the GetNvolved® website. These records can cover a one-day event, a pay period, or semesters worth of experiences. GetNvolved requires no paperwork, though hardcopies can be printed.

Student Submits Record

When the record is completed, the student clicks the “Submit for Final Approval” button that sends the Worksite Mentor Contact (employer, supervisor, or teacher) an email link that opens the record for approval.

Employer Approves Records

The Worksite Mentor clicks the link sent by GetNvolved, views what the student wrote, adds comments, and finally approves or denies the record. (Teachers can approve or deny records anytime.)

Schools Credit the Student

The school sees the entire process from beginning to end. The record becomes a page in the student’s Work-Based Learning or Community Service Portfolio and forms the basis for student and program evaluation. Records can be included in Academic & Career Plan management applications (Career Cruising).

Benefits of GetNvolved®

-) GetNvolved® connects students to higher education and career exploration resources.
-) Students do the data entry and reflect on their experiences.
-) The community gets a quick, convenient, and consistent way to validate records and report to schools.
-) Parents with questions see exactly what the students and their supervisors recorded.
-) Schools get a standardized way to compile data on students and programs.
-) Records provide the basis for students’ portfolios and resumes.
-) Infrastructure promotes growth in the schools’ employer and business databases.
-) Work based learning and community service connect to Career Clusters and Pathways
-) GetNvolved® staff people provide support services and coaching.
-) The system is available 24/7/365, so it fits into everyone’s schedules.
-) Specialized reports can evaluate across groups, years, employers, and much more.
-) An ever-expanding network of community connections is formed as students add data.

GetNvolved® gains value as it grows. Often times, students find opportunities in the community heretofore unknown to the schools. The students enter data into the system, thus creating another community contact for the school. Utilizing the communications capabilities of GetNvolved®, schools can reach out to more and more community partners.

Paul Vidas, President
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Welcome to GetNvolved® (GNV, the system, www.getnvolved.org), a free website that promotes and manages community service and work-based learning. Following the steps outlined here makes GNV easy to implement and operate. Nvolved, Inc. support staff will help you all the way.

❖ **Creating the First Teacher Account**

- Ask Nvolved to create the First Teacher Account for you. (support@nvolved.com)
- The First Teacher Account is usually the lead teacher or counselor for School-to-Work or Community Service, but not necessarily.

❖ **Creating More Teacher Accounts**

- The any Teacher Account can create, edit, or lock other Teacher Accounts *or*...
- Teacher Accounts can be created through a bulk upload from the school to Nvolved.

❖ **Posting In-School Opportunities**

- Any Teacher Account can post in-school opportunities *if the teacher is logged in to the system*.
- Opportunities can be categorized as Unpaid Volunteer, Work-Based Learning, or Paid Employment. Reports can be filtered as need so records are separated.
- Having opportunities visible to students when they first login is a very good thing.

❖ **Creating Student Accounts**

- Student Accounts can be self-created without any assistance from the school. (Preferred)
- There may be students using the system before the First Teacher Account is created.
- Student Accounts can be created in bulk. Send the required information in a file to Nvolved, Inc.

❖ **Creating Community-Based Opportunities**

- Agencies and business can post volunteer and employment opportunities without logging in.
- Opportunities are not visible to students until vetted by a GNV Regional Administrator.
- These opportunities may be visible to students from many different schools.
- Opportunities are displayed for 60 days prior to the Start Date until 30 days after the End Date.

❖ **Getting Help**

- The Help icons appear along the right edge of almost every page on the GetNvolved site.
- Links to online videos are found throughout the site, especially on Help pages.
- A "Contact Us" link appears at the bottom on every page.

That's it! Getting started is easy. Ongoing operation is even easier. And we are here to help students, parents, teachers, and other members of your communities every step of the way.

Paul Vidas, President
Nvolved, Inc.