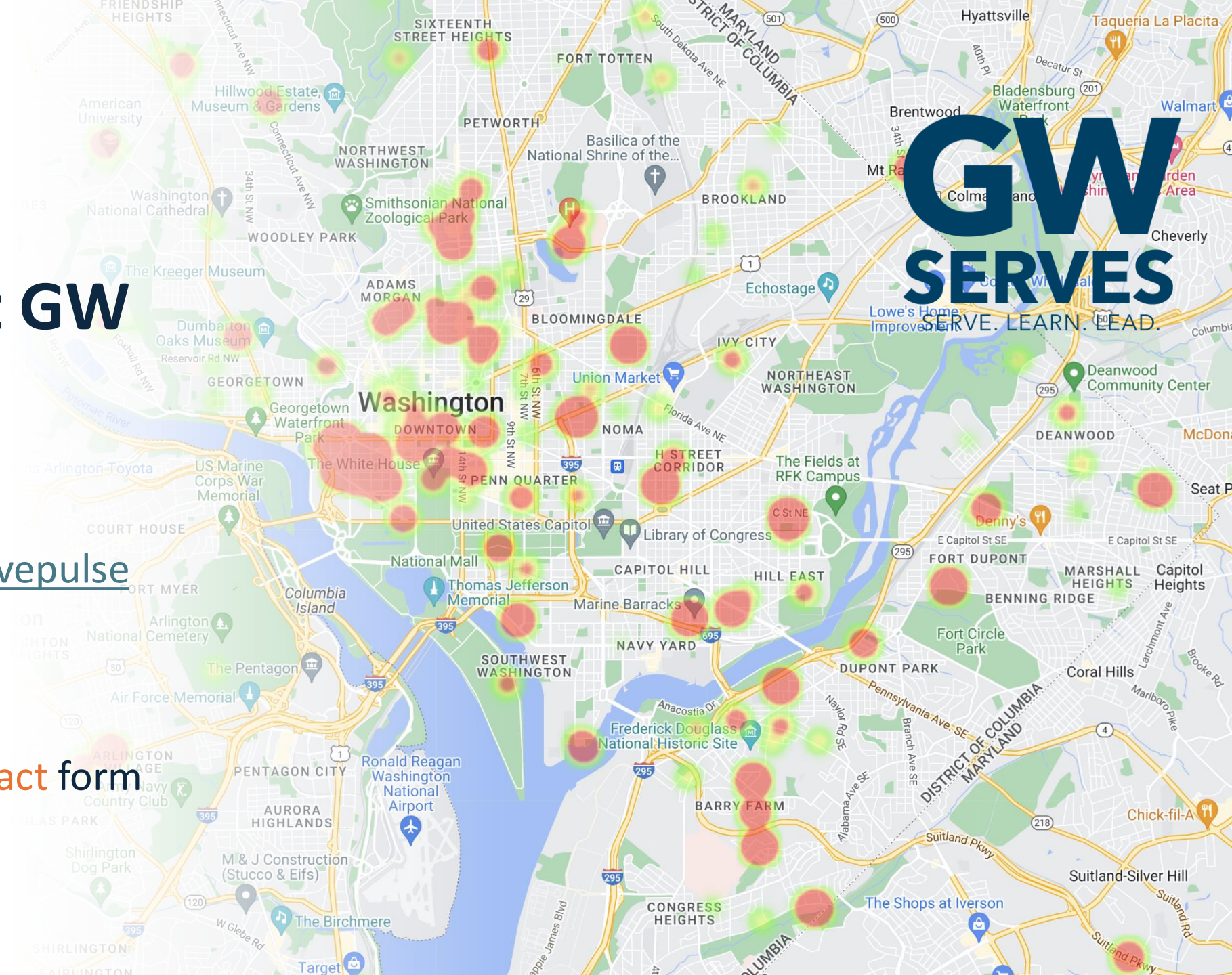


How to report community engagement at GW

General Workflow:

1. Log in to GWServes.Givepulse
2. Click on **Add Impact**
3. Complete the **Add Impact** form



GW
SERVES
SERVE. LEARN. LEAD.

Alternative: A Pre-made Project Page

Student groups, courses, and campus programs often create a page for you to report from. These pre-fill your Add Impact form with much of the information needed for your report.

If your project was organized by a GW group or course, use the link they provided and click Add Impact from there.

[Skip ahead for instructions to Add Impact \(slide 6\)](#)

THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON, DC

English ▾ Explore Manage ▾ My Activity ▾ Hi Wendy ▾

Veteran Day of Service 2025

Saturday, March 22nd, 2025 from 12:00pm to 4:00pm (ET)

George Washington University / Honey W. Nashman Center... / Annual Events / Events / Veteran Day of Service...

Home People Contact Register

About

Veteran Day of Service (VDoS) will take place on **Saturday, March 22nd from 10:15AM-4PM**. VDoS brings together military-affiliated and civilian populations to serve those who have served, connect GW students, faculty and staff with the larger community, and

Register

Add Impact

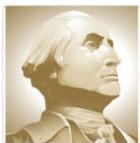
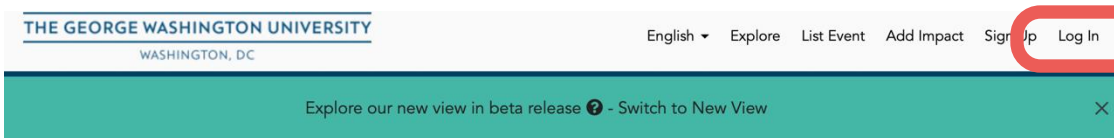
Michael Rodriguez
Administrator
Contact

Share With Friends

Invite Promote

Step 1: Login using short email (name@gwu.edu)

Use <https://gwserves.givepulse.com/> not “givepulse.com”



George Washington University

Join

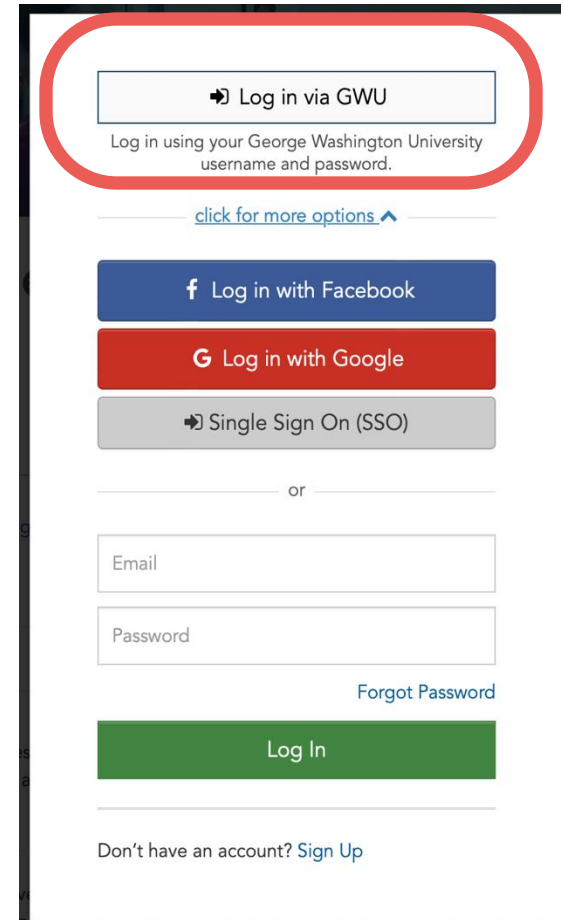


Share With Friends



Invite

A few people you will meet...



Step 2. Click on Add Impact

The screenshot displays the user interface for George Washington University. At the top left, the university's name and location are shown. The top navigation bar includes 'English', 'Explore', 'Manage', 'My Activity', and a user profile for 'Hi Wendy'. A dropdown menu is open from the user profile, listing options: 'Dashboard', 'Profile', 'Account', 'Add Impact', 'Summary', 'Switch to New View', 'Support', and 'Log Out'. The 'Add Impact' option is highlighted with a red circle and a blue arrow. Another blue arrow points to the user profile icon. Below the navigation bar is a banner image of students in a classroom. Underneath is the university's profile card, featuring a bust of George Washington, the name 'George Washington University', and a 'Manage 5615' button. At the bottom, there is a horizontal menu with categories like 'Home', 'Events', 'Internships', 'Subgroups', 'Community Partners', 'Courses', 'People', and 'Impacts', along with social media icons for Facebook, Messenger, Twitter, LinkedIn, and Email.

Step 3: “Add Impact”

Find the community organization you worked with/served

Search by their name and click if they appear

OR

If your community organization doesn't appear, use the “Can't find it?” button to manually write-in their name.

THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON, DC

Add Impact

Track your community engagement


📍 Find the group or organization where you made an impact

Can't find it?

Select where in the community you made an impact by "clicking" on its name:

DC Central Kitchen | within 20 miles of 20052

My Groups Type Causes

 **DC Central Kitchen**
Washington, DC
DC Central Kitchen is America's leader in reducing hunger with recycled food, training unemployed adults for culinary careers, serving healthy...

1.89 miles away

Next,

If this project was for a course, you will see a drop-down menu to select it.

Verifier Options:

- If the community organization you worked with can verify your service, leave this as is.
- If a GW student group leader or professor is a better person to verify, change to them or indicate the GW Serves staff.



Add Impact

Track your community engagement



DC Central Kitchen

Add Timesheet

Change Group

Did you attend a listed event or volunteer opportunity?

Course Engagement

Is this impact for course(s)?*

- Yes
 No

Verification

Select Verifier*

Missing from the list? [Click here to add contact info.](#)

Provide the date, or for an on-going project the start-end date of your project (this can be an estimate) →

Date + Time - Date

Start Date * End Date

03/12/2025 03/12/2025

Estimate the amount of time you dedicated to this project (see the next slide for clarification) →

Impact Type & Measurement

Time Hours *

Select the Pathway that best describes your work. →

Requested Information

Which Pathway to Social Change best describes your project? *

BRIEFLY, describe what you did for the project (e.g. math tutoring, provided research, or helped plan/implement a donation drive). →

What was the impact for the community? (What did you do with or for this organization?) *

What did you get from this project? →

What was the impact on you? (What did you learn or gain?) *

Estimating your Time

One report for your entire project is fine in most cases

If you serve two hours, twice per week, you can make a single Add Impact report, entering the beginning and end date and calculating the total hours.

DO report: Time spent preparing to serve well

Attending orientation/training or educating yourself about the community and social issue.

For deliverables, report all activities: initial research, writing, editing, etc.

However, do not report time spent acquiring the general skills to create the deliverable. For a grant-writing class, the time spent learning how to write grants is not reported, but time spent writing and editing a community organization's grant is.

Do not report: travel time to the service site

You may skip any item that doesn't have a red asterisk, including this entire section.

Notes that you only want to share with the community partner (kindly given feedback for example) can go here.



About Your Experience

Rate your experience



Review, Reflection and Feedback

This will be publicly visible unless marked as private below. If private, only you and the organizers of the event/group will be able to view this.

Personal Notes

Personal notes are private and only viewable by you

Attachments

(File types: jpg, jpeg, png, gif, ppt, odt, xls, xlsx, csv, rtf, pdf, txt, doc, docx, zip)

+ Add Attachment

Last Step: Where to Share?

Let other campus groups know about your project by sharing your report to them here.

- Student organizations
- Your academic department or School

Privacy: A brief note from your Add Impact report will appear on the community organization's Givepulse page unless you make your impact private.

Sharing and Privacy Settings

Share this impact if you participated or served with another group or organization.

Select: [All](#) | [Only Required](#)

✕ George Washington University |

[Go to My Groups](#) to update settings

Make your impact private?*

Yes

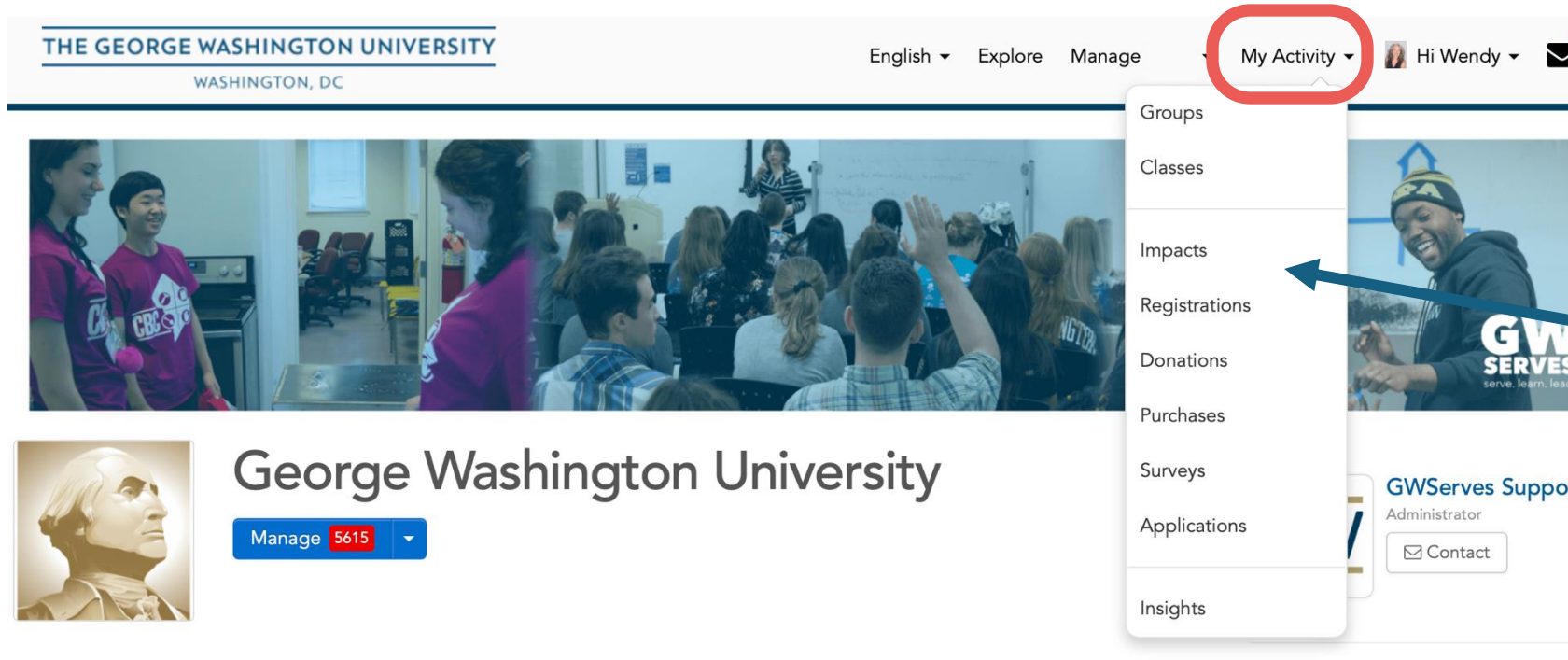
No

Private Impacts are visible to you and groups you share with

Add Impact

Making Changes to an Add Impact report

You can always fix mistakes or make changes, for example extend the dates and add time.



The screenshot shows the top navigation bar of the George Washington University website. The 'My Activity' dropdown menu is open, with the 'My Activity' button circled in red. The menu items are: Groups, Classes, Impacts, Registrations, Donations, Purchases, Surveys, Applications, and Insights. A blue arrow points from the 'Impacts' menu item to the right. Below the navigation bar, there is a banner image of students in a classroom, a profile card for 'George Washington University' with a 'Manage' button showing '5615', and a 'GWServes Support Administrator' contact card.

Step 1: View your impacts under the My Activity menu

Making Changes to an Add Impact report

THE GEORGE WASHINGTON UNIVERSITY

WASHINGTON, DC



Wendy Wagner

Impacts

IMPACTS	HOURS	GROUPS ?
20	28	83

28.25 Total Hours

25.25 Verified Hours

\$0 Total

\$0 Total Verified



Wendy Wagner gave to DC Central Kitchen

Gave ⌚ 3.00 hours on 11/16/2024 with George Washington University

✉ Pending ▾

Impacts ?

Export

Print Summary

✎ Update

🔄 Verification Logs

💬 Comment

Step 2: Choose the impact to change and use the dropdown arrow menu to “Update”



What else can Givepulse do?

If you are interested in more community engagement opportunities, use the **Explore** tab to search other community groups GW students have served with.

- **Groups** will search organizations
- **Events** will search specific volunteer projects those organizations have posted.

THE GEORGE WASHINGTON UNIVERSITY
WASHINGTON, DC

English Explore Manage 4622 My Activity Hi Wendy

Explore volunteer opportunities and communities near Washington, DC

Keyword Search within 20 miles of 20052

Events Groups

gwserves Emergencies Type Causes SDGs

George Washington
Washington, DC
George Washington
At GW we believe th
0.28 miles away

Courses
Washington, DC
The Community Enga
Engagement and Pub
0.14 miles away

Arts, Culture, and Sport

- Arts & Culture
- Media & Broadcasting
- Politics
- Sports & Recreation

Children & Youth

- Children & Youth
- Mentor
- Opportunity Youth

Clear Apply

Thank you!

- Email us:
gwserves@gwu.edu
- Visit our website:
serve.gwu.edu
- Sign up for our weekly newsletter:
- <https://serve.gwu.edu/nashman-news>

