How to report community engagement at GW
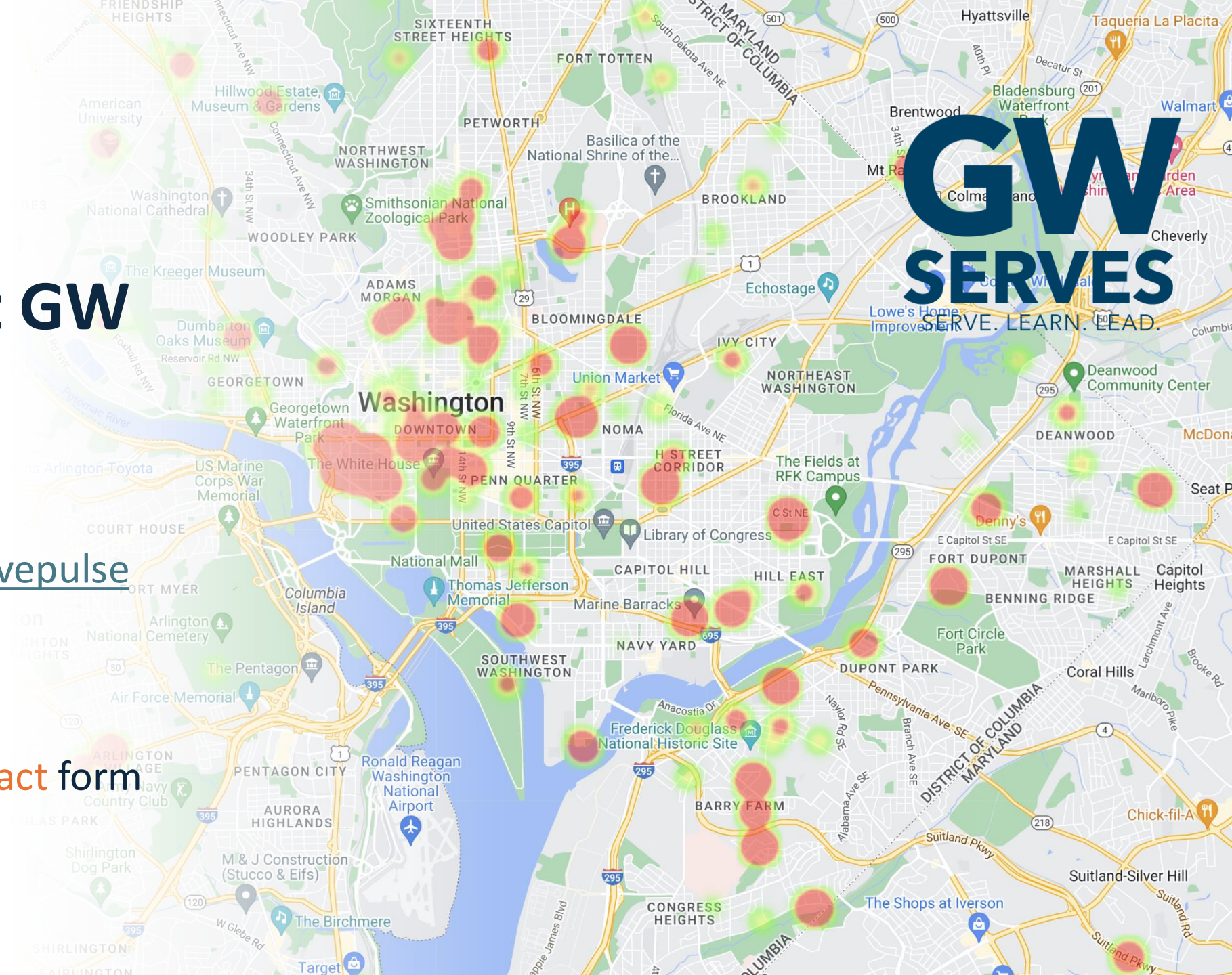
General Workflow:

1. Log in to GWServes.Givepulse

2. Click on Add Impact

3. Complete the Add Impact form

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)

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WASHINGTON, DC

English ▾   Explore   Manage   ▾   My Activity ▾   Hi Wendy ▾

Register

Add Impact

Veteran Day of Service 2025

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

Michael Rodriguez
Administrator
✉ Contact

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

Home   People   Contact   Register

Share With Friends

✈ Invite   👁 Promote

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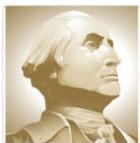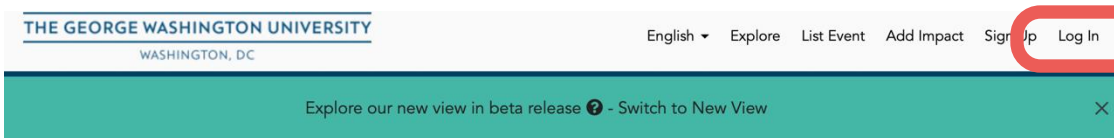
Step 1: Login using short email (name@gwu.edu)

Use https://gwserves.givepulse.com/not "givepulse.com"

Step 2. Click on Add Impact

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.

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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 GWServes staff.

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WASHINGTON, DC

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*

Joy McIntyre

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
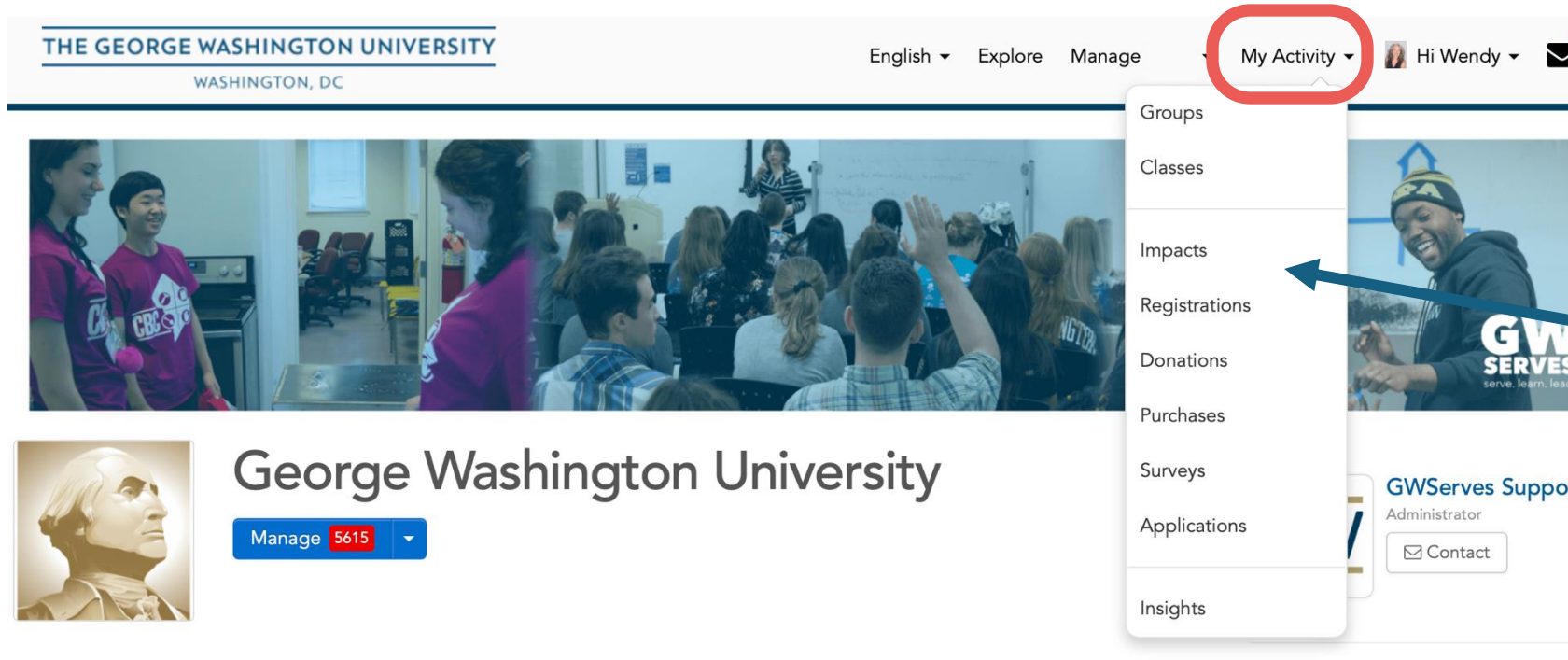
● No

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.

Step 1: View your impacts under the My Activity menu

Making Changes to an Add Impact report

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.

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

THE HONEY W. NASHMAN CENTER FOR CIVIC ENGAGEMENT AND PUBLIC SERVICE