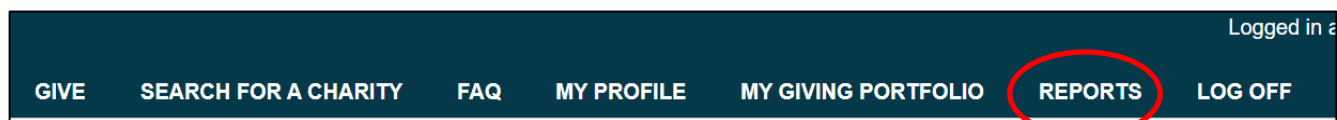


Partners In Giving: Volunteer ePledge Access and Reporting


- After logging in, the pledging page is displayed. To access the Volunteer Portal, select **REPORTS** from the top menu.



- After clicking **REPORTS**, the Chair Portal is displayed. The page may take a few seconds to load.

The following reports will be available. Reports can be exported to excel by clicking .


Campaign Summary-up to date totals for your agency/department. The chart includes any donations submitted through ePledge, paper pledge forms that have been processed and special events (through GiveSmart or other payments that have been processed)

▼Campaign Summary 

The Campaign Summary provides up to date totals for your agency/department. The chart includes any donations submitted through ePledge, paper pledge forms that have been processed, and special events (through GiveSmart or other payments that have been processed)

Organization Name	Grand Total	Employee Gifts	Event Gifts	# Employee	# Donors
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All Employee Gifts-All pledges for this campaign year (including ePledge and processed paper forms) will be listed below. This report can be sorted by the column header.

▼All Employee Gifts 

All pledges (including ePledge and processed paper forms) will be listed below.

Date Entered ^	First Name	Last Name	Organization Name
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- To return to the donation page, click **GIVE** from the top menu.

