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# Student Guide to Using DU Impact

Dominican University  
Office for Civic Learning  
Lewis 216

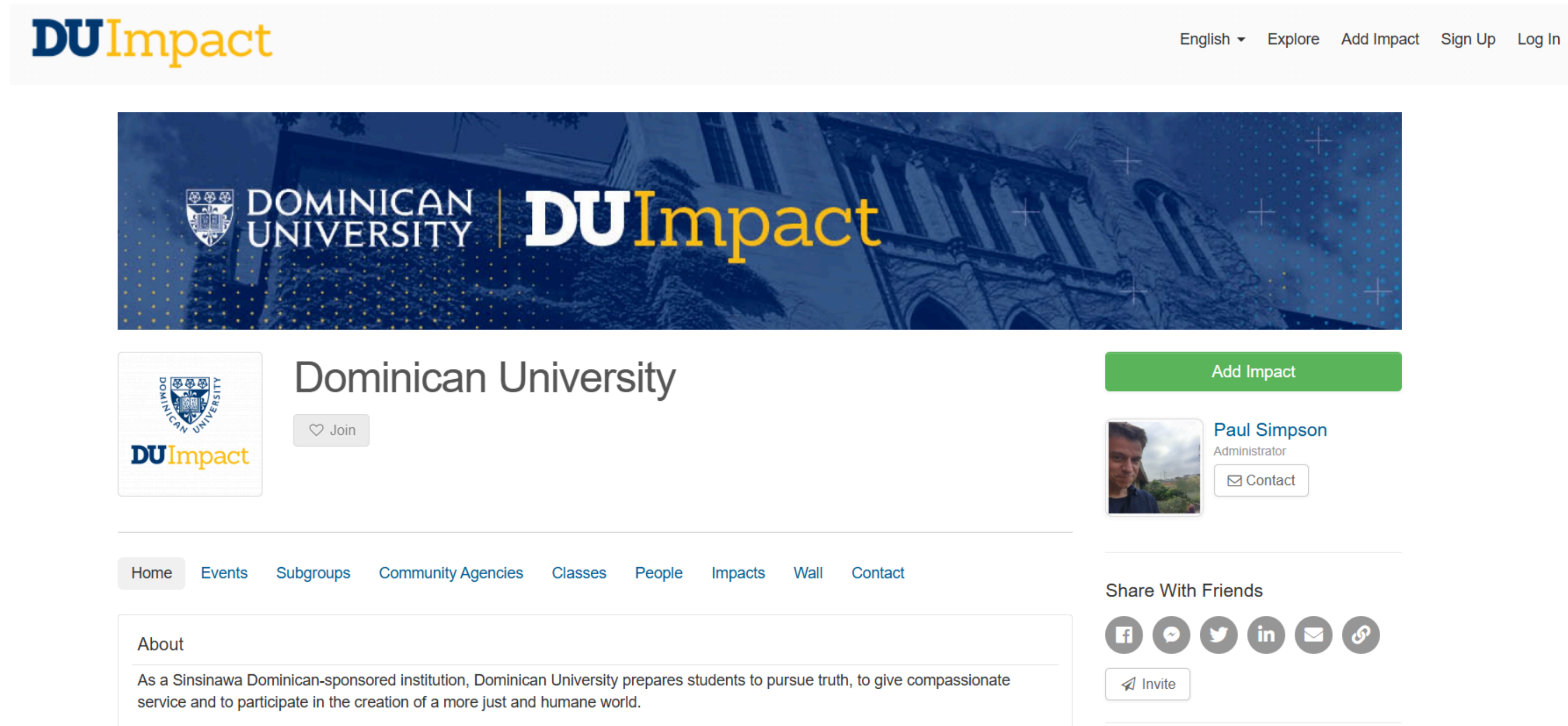
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# CBL on DU Impact (GivePulse)

DU Impact is a platform for students in Community Based Learning (CBL) courses. You use it to find volunteer sites, stay in contact with your organization, and keep track of your impact.

This is Dominican University's homepage where you can find your course, groups, and our community partners.


Homepage: [dom.givepulse.com](http://dom.givepulse.com)



The screenshot shows the homepage of the Dominican University DU Impact platform. At the top, the "DUImpact" logo is on the left, and navigation links for "English", "Explore", "Add Impact", "Sign Up", and "Log In" are on the right. Below this is a large banner featuring the Dominican University crest and the "DUImpact" logo over a blue-tinted image of a building. The main content area displays the "Dominican University" name, a "Join" button with a heart icon, and a green "Add Impact" button. A navigation bar includes links for "Home", "Events", "Subgroups", "Community Agencies", "Classes", "People", "Impacts", "Wall", and "Contact". On the right, a profile for "Paul Simpson", Administrator, is shown with a "Contact" button. Below this is a "Share With Friends" section with social media icons for Facebook, Messenger, Twitter, LinkedIn, Email, and a generic share icon, along with an "Invite" button. The "About" section at the bottom left contains the text: "As a Sinsinawa Dominican-sponsored institution, Dominican University prepares students to pursue truth, to give compassionate service and to participate in the creation of a more just and humane world."


# Creating an Account


## Create Account


 Dominican University

Log in using your Sign in with your Dominican University credentials username and password.

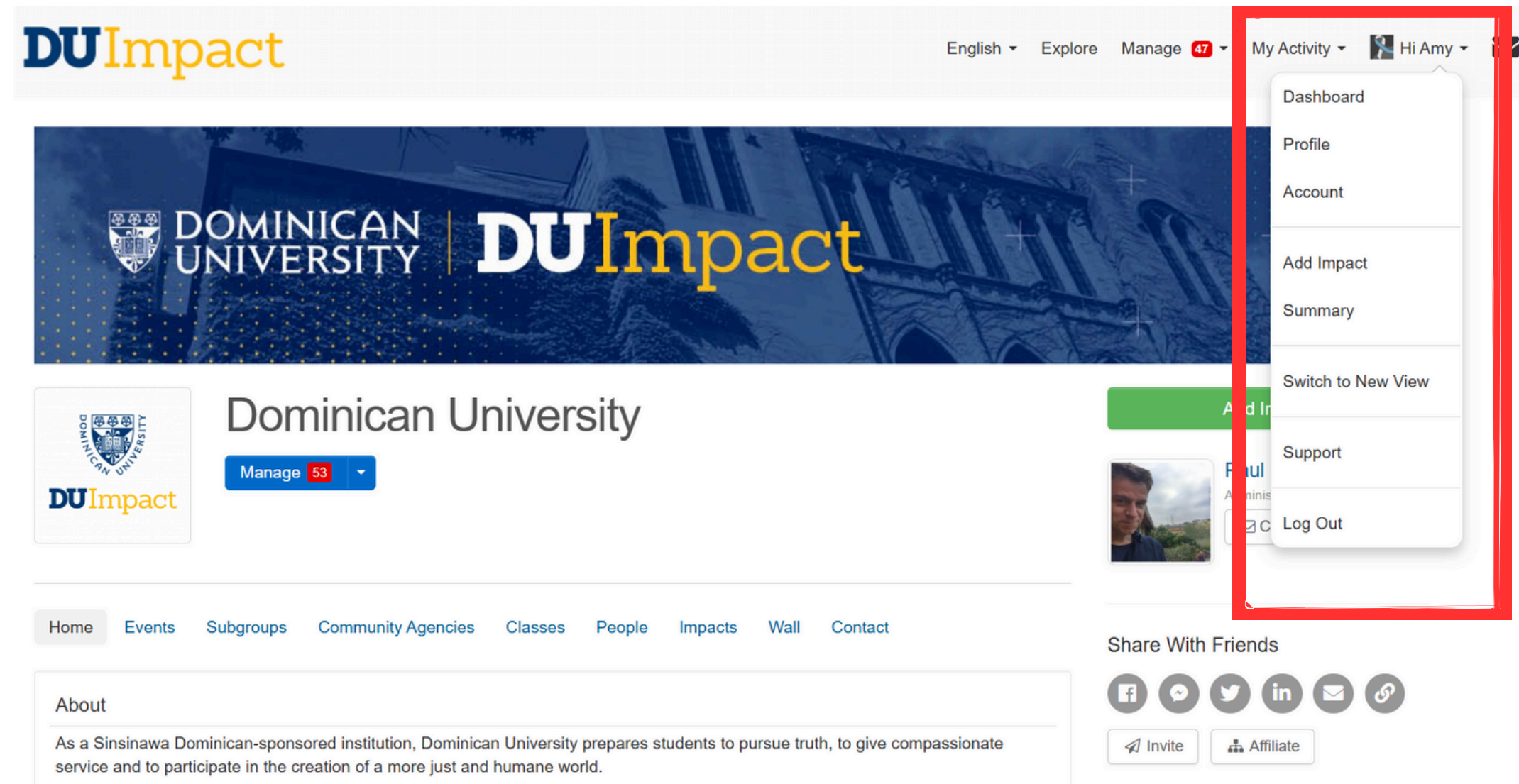
[click for more options](#)

 Sign up with Facebook

 Sign up with Google

 Single Sign On (SSO)

Go to [dom.givepulse.com](https://dom.givepulse.com), and click on “sign up,” choosing to sign up with your university username and password. Use your DU email and password



The screenshot displays the DUImpact website interface. At the top, the 'DUImpact' logo is visible alongside navigation links for 'English', 'Explore', 'Manage' (with a red notification badge showing '47'), 'My Activity', and a user profile for 'Hi Amy'. A dropdown menu is open under the user profile, listing several options: 'Dashboard', 'Profile', 'Account', 'Add Impact', 'Summary', 'Switch to New View', 'Support', and 'Log Out'. Below the header, a banner for 'DOMINICAN UNIVERSITY | DUImpact' is shown. The main content area features the 'Dominican University' name, a 'Manage' button with a red notification badge showing '53', and a navigation bar with links: 'Home', 'Events', 'Subgroups', 'Community Agencies', 'Classes', 'People', 'Impacts', 'Wall', and 'Contact'. An 'About' section provides a brief description of the university's mission. On the right side, there is a 'Share With Friends' section with social media icons for Facebook, Messenger, Twitter, LinkedIn, Email, and a generic share icon, along with 'Invite' and 'Affiliate' buttons.

Once you have your account set up, you will see these features under your name. The most important ones are Dashboard, Profile, and Add Impact

# Your Dashboard

In your Dashboard, you will be able to see your registration for upcoming shifts for your organization, your memberships (ex. Dominican, your organizations) and your messages

You can also see your Engagement Per Month and Number of Hours Per Month, which you will use to verify hours with your CBL instructor.



Amy Villasenor  
My Dashboard

IMPACTS | HOURS | GROUPS ⓘ  
**1** | **3** | **1**

## Registrations

Upcoming Events

You have not registered for any upcoming events. [Browse Now!](#)

## My Memberships

Classes

Groups

Manage Events



**SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01**

Fall 2023

Dominican University

2.58 Hours | Last activity: 11/10/23

Actions ▾



**SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01**

Fall 2024

Dominican University

0.00 Hours | Last activity: never

Actions ▾

## Messages

Inbox is currently empty.

## ENGAGEMENT PER MONTH



## NUMBER OF HOURS PER MONTH

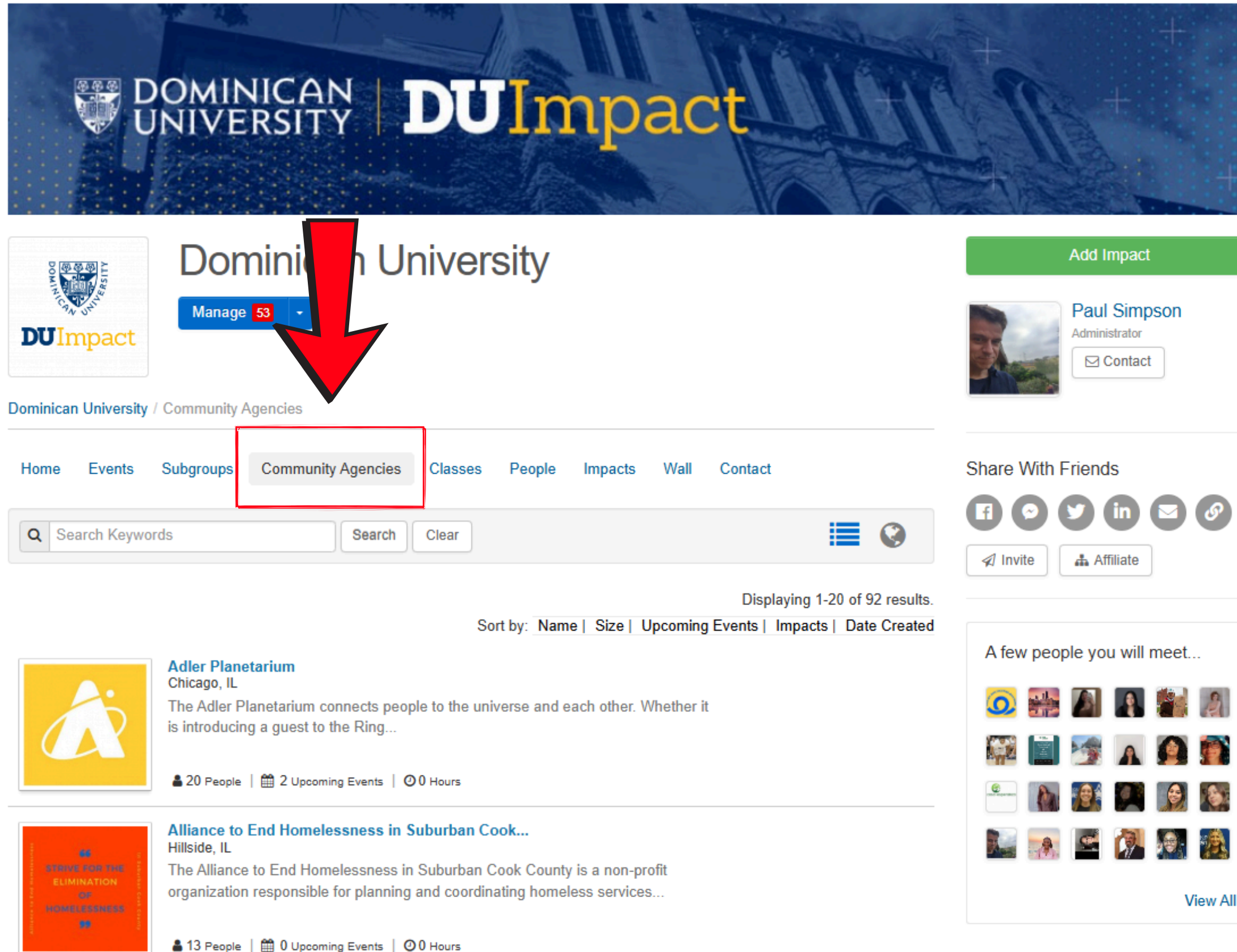


## TOTAL NUMBER OF HOURS





# Finding your Organization



The screenshot shows the DU Impact website interface. At the top is a banner with the Dominican University logo and 'DUImpact' text. Below this is a navigation bar with a 'Manage' button (showing 53 items) and a 'Community Agencies' tab highlighted with a red box. A large red arrow points from the 'Manage' button down to the 'Community Agencies' tab. The main content area displays a list of organizations, including 'Adler Planetarium' and 'Alliance to End Homelessness in Suburban Cook...'. On the right side, there is a profile for 'Paul Simpson', Administrator, with a 'Contact' button. Below the profile are social media sharing options and a section titled 'A few people you will meet...' showing a grid of user avatars.

**Adler Planetarium**  
Chicago, IL  
The Adler Planetarium connects people to the universe and each other. Whether it is introducing a guest to the Ring...

20 People | 2 Upcoming Events | 0 Hours

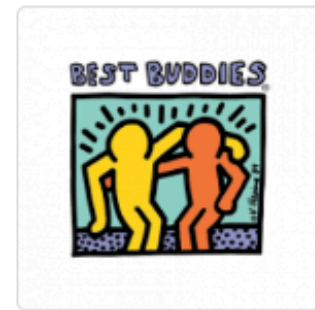
**Alliance to End Homelessness in Suburban Cook...**  
Hillside, IL  
The Alliance to End Homelessness in Suburban Cook County is a non-profit organization responsible for planning and coordinating homeless services...

13 People | 0 Upcoming Events | 0 Hours

To look through the organizations DU has a partnership with, go to “Community Agencies” on the DU Impact home page.

Any of the organizations listed are ones that you can contact to sign up for your CBL hours!

# Finding your Organization



## Best Buddies

[Join](#)

[Home](#) [Events](#) [Affiliates](#) [People](#) [Wall](#) [Contact](#)

### About

Best Buddies is an organization dedicated to creating opportunities for one-to-one friendships for individuals with intellectual and developmental disabilities (IDD).

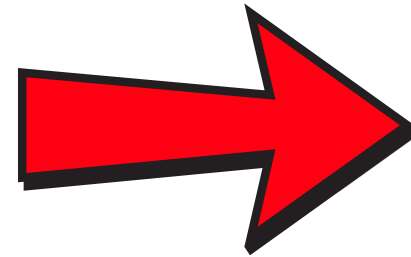
### GivePulse

3 People | 0 Impacts | 0 Hours

### Affiliates (1)

[View All](#)

### Events

[Add Impact](#)

Meghan Kennedy

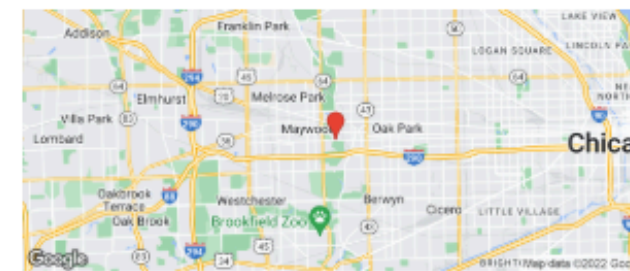
Administrator

[Contact](#)

### Share With Friends

[Invite](#)[Affiliate](#)

### A few people you will meet...

[View Details](#)

8020 Madison St., River Forest, IL 60305

Once you find an org you are interested in, you can contact the Volunteer Coordinator right through their page. You can also view their address, upcoming events, and other info about the org.

This is also one of the ways you can log your hours, right through the organizations page by pressing the “add impact” button!

# Adding an Impact

There are many ways you can add an Impact


- Right through the organization's ImpactDu page, as seen in the previous slide
- Through the “add impact” feature under your name (see next page)
- Through the “my activity” tab, and then clicking on “impacts”
  - (This is also the page you will go to to see all of your Impacts and all hours completed with your organization.)

To add an Impact, you need to fill out the time and date you completed your service, your Impact Type (yours will be Time), and a short personal reflection. Your professor will want you to fill this out as part of your course work.

**Your “Impact” is the amount of hours you have completed at your chosen agency**

## Add Impact

Track your community engagement

 Best Buddies

Add TimesheetChange Group

Did you attend a listed event or volunteer opportunity?

▼

### Course Engagement

Is this impact for course(s)?\*

☐ Yes

☐ No

Date

+ Time- Date

Start Date \*End Date

02/02/202502/02/2025

### Impact Type & Measurement

Time▼

Hours \*

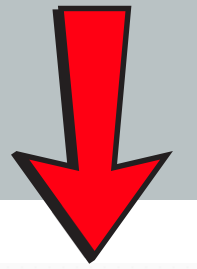
### About Your Experience

Rate your experience

★★★★★



# “Add Impact” Feature Under Your Name



Look for your name in the top right corner and click on it

The drop box should give you the option of adding an impact



The screenshot shows the DUImpact website interface. At the top left is the DUImpact logo. The top right navigation bar includes links for English, Explore, Manage (with a red notification badge showing '71'), My Activity, and a user profile for 'Hi Amy'. A dropdown menu is open under the user profile, listing options: Dashboard, Profile, Account, Add Impact (highlighted with a red rectangle), Summary, Switch to New View, Support, and Log Out. Below the navigation bar is a banner for Dominican University with the DUImpact logo. Under the banner, there's a Dominican University logo, a 'Manage 100' button, and a green 'Add Impact' button. To the right of the 'Add Impact' button is a user profile for Paul Simpson, Administrator, with a 'Contact' button. Below the banner is a horizontal menu with links: Home, Events, Subgroups, Community Agencies, Classes, People, Impacts, Wall, and Contact. The main content area on the left has sections for 'About' (describing Dominican University's mission), 'Social' (with a 'Website' link), and 'GivePulse' (showing 7,183 People, 3,912 Impacts, and 11,576 Hours). On the right, there's a 'Share With Friends' section with social media icons and 'Invite'/'Affiliate' buttons, followed by a section titled 'A few people you will meet...' displaying a grid of user avatars.



# What if my agency is not on DU Impact?


If your agency is not on DU Impact, please register your impact under the **Office for Civic Learning**. You can find it by:

1. Going to “Explore” in the top right corner
2. Choose “Groups”
3. Use the search bar and search for “Civic Learning” and click on it
4. Add impact with the green button on the right side (see on next slide)

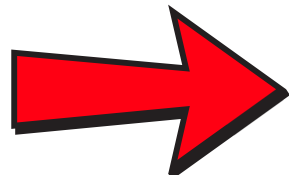

1. English **Explore** Manage **71** My Activity  Hi Amy 

2. - 3. Explore unique experiences, volunteer opportunities and communities for social change near Chicago, IL, USA



Events **Groups**

**Civic Learning** Chicago, IL, USA Within 20 mi 

dom Causes Emergencies Type SDGs

**Civic Learning**  
Mission The Office for Civic Learning provides Dominican University students with opportunities to build a bridge between their academic lives, their passions for social justice, and their desire to engage closely with...

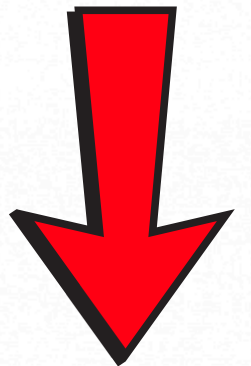
 0 Impacts  1 upcoming events

# What if my agency is not on DU Impact?

If your agency is not on DU Impact, please register your impact under the **Office for Civic Learning**. You can find it by:

1. Going to “Explore” in the top right corner
2. Choose “Groups”
3. Use the search bar and search for “Civic Learning” and click on it
4. Add impact with the green button on the right side

4.



## Civic Learning

Manage

Join

Dominican University / Civic Learning

Home

Events

Subgroups

Community Partners

People

Wall

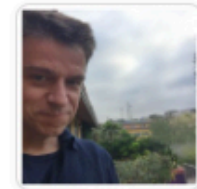
Contact

About

### Mission

The Office for Civic Learning provides Dominican University students with opportunities to build a bridge between their academic lives,

Add Impact



Paul Simpson

Administrator

Contact

Share With Friends




Invite

Affiliate

# Information for “Add Impact”

Add Impact

Track your community engagement

 Civic Learning

Add Timesheet

Change Group

Did you attend a listed event or volunteer opportunity?

Course Engagement

Is this impact for course(s)?\*

☒ Yes

☐ No

Date

+ Time

- Date

Start Date \*

End Date

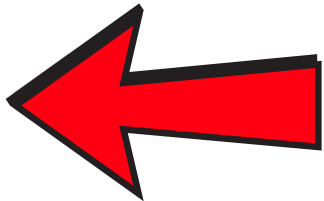
03/06/2025

03/06/2025

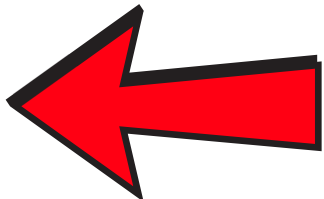
Impact Type & Measurement

Time

Hours \*



Leave this part blank unless it applies to your situation



Add the dates that the CBL hours were completed on and how many hours were done



# Information for “Add Impact”

## 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 are 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

In the **personal notes text box**, please be sure to write the **information of the agency** where the CBL hours were completed AND the **contact person** that can verify your hours, including their **name, phone number, and email**

**Example:** My 3 CBL hours were completed with Tiny Steps. Please contact Harvey Pelican for verification of hours: (123) 456 - 7890 + pharvey@example.email.com

# Information for “Add Impact”

Sharing and Privacy Settings

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

× Dominican University |

Dominican University

SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01

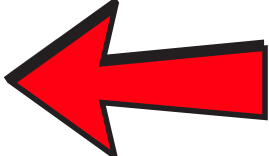
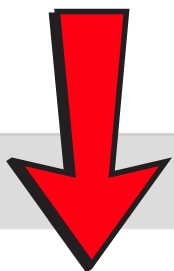
SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01

☒ Yes

☐ No

Private Impacts are visible to you and groups you share with Your user is marked as private. You can not create public impacts

[Add Impact](#)



Example

- Make sure you share your impact with the course that is attached to the CBL
- The course should automatically show up when typed or in the drop-down menu
- When finished, click “Add Impact”
- OCL members will verify the CBL hours logged on the DU Impact (under Dominican University) once the contact person verifies through phone or email

# Verification Status

It may take as long as 7 business days for your Impact or service hours to be verified by a representative from your organization or the Office for Civic Learning.

To check the status, first go to “My Activity” in the top right corner, and click on “Impacts”

You can see your verification status as either “pending” or “verified”

The screenshot shows the DU Impact user interface. At the top, the DU Impact logo is on the left, and navigation links for English, Explore, Manage (with a red badge showing 36), My Activity, and a user profile for Hi Amy are on the right. The main profile section for Amy Villasenor displays a ribbon icon, her name, and the title 'Impacts'. Below this, statistics show 2.58 Total Hours, 2.58 Verified Hours, \$0 Total, and \$0 Total Verified. A large red arrow points to a green button labeled 'Verified' with a checkmark. To the right, a dropdown menu is open from the 'My Activity' link, showing options: Groups, Classes, Impacts (highlighted), Registrations, Donations, Purchases, and Insights. Below the profile, a specific impact entry is shown with the Dominican University logo, the title 'Amy Villasenor gave to Dominican University', a quote about a winter coat give away event, and the details 'Gave 2.58 hours on 11/10/2023 with SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01'. At the bottom right, there is a section for 'ENGAGEMENT' with a progress bar and the text '1-1 of 1 Records'.

If it takes longer than 7 days for your verification to be processed, you can click the hours/event you added an Impact for, and click on “Resend Verification Request”

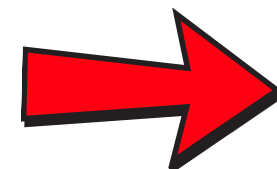


# Messages

Under your dashboard, you will find your messages inbox. this can be used by your organization to send you messages, and you can also send messages to your org

Your professor may also utilize this to send course reminders, and the Office for Civic Learning will use it to send you reminders about deadlines and upcoming dates

Make sure you check this whenever you log in!



Amy Villaseñor

My Dashboard

## Registrations



### Upcoming Events

You have not registered for any upcoming events. [Browse Now!](#)

## My Memberships

Classes

Groups

Manage Events



**SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01**

Fall 2023

Dominican University

2.58 Hours | Last activity: 11/10/23

Actions ▾



**SOCIAL CHANGE METHODS (SJCE 310 01) - Section 01**

Fall 2024

Dominican University

0.00 Hours | Last activity: never

Actions ▾

## Messages

Inbox is currently empty.

# Finding and Registering for an Event

You can find events or hours to register for by going to your organization's page on Impact DU and clicking "events"

You can also find events in your area by clicking on "explore" in the top right corner



## Onward Neighborhood House Food Pantry



Tuesday, February 18th from 2:30pm to Tuesday, May 27th, 2025 6:00pm

[Onward Neighborhood House](#) / [Events](#) / Onward Neighborhood House Food Pantry

[Home](#) [People](#) [Impacts](#) [Contact](#) [Register](#)

### About

At Onward Neighborhood House, we try to provide our families with simple, essential benefits, like healthy, well-balanced meals. Our food pantry offers fruits, vegetables, dairy, frozen meats, bread, grains, and breakfast foods through a partnership with the Greater Chicago Food Depository.

**Positions** 24 Remaining

**Registration** Registration Opened

**Registration Closes** Any time before each shift ends or when space runs out.

**Social** [f](#) [@](#) [Website](#)

**GivePulse** [6 Positions Filled](#) | [5 Impacts](#) | [23 Hours](#)

[Register](#)

[Add Impact](#)



**Philena Price**

Administrator

[✉ Contact](#)

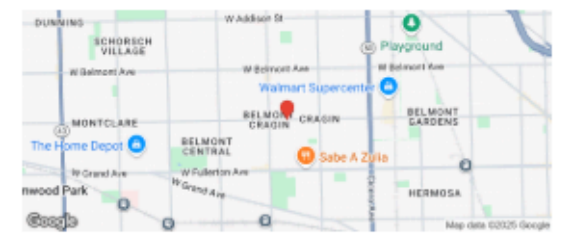
Share With Friends



[✈ Invite](#)

[👁 Promote](#)


[📍 Location](#): 5433 W Diversey Ave,  
Chicago, IL 60639



# Finding and Registering for an Event+

By clicking on events you will be able to see all their information including positions, shifts, people you will meet, location, and more!

This is a good way to plan your hours and work them around your other semester needs

Shifts (3)					
📅 Tuesday, February 18th, 2025					
					1 - 1 of 1 Shifts
Shift ↕	Start Time ↕	End Time ↕	Description ↕	Registrants Needed ↕	
<input type="text" value="Title..."/>	<input type="text" value="Start Time..."/>	<input type="text" value="End Time..."/>	<input type="text" value="Description..."/>	<input type="text" value="3/10"/>	<input type="button" value="Register"/>
Tuesdays Food Pantry Distribution	2:30pm (CT)	6:00pm (CT)	This opportunity is only available on TUESDAY. We will be distributing items to clients grocery store style.	3/10	<input type="button" value="Register"/>
📅 Wednesday, February 19th, 2025					
					1 - 1 of 1 Shifts
Shift ↕	Start Time ↕	End Time ↕	Description ↕	Registrants Needed ↕	
<input type="text" value="Title..."/>	<input type="text" value="Start Time..."/>	<input type="text" value="End Time..."/>	<input type="text" value="Description..."/>	<input type="text" value="1/10"/>	<input type="button" value="Register"/>
Wednesdays Delivery Truck Unloading	10:30am (CT)	2:00pm (CT)	This opportunity is only available on WEDNESDAYS. We will unload the truck from the Greater Chicago Food Depository and restock the shelves.	1/10	<input type="button" value="Register"/>
📅 Thursday, February 20th, 2025					



# Get Involved!

Get involved with Dominican's social justice and democratic engagement opportunities with the Office for Civic Learning. We are always looking for students who are passionate about creating a more just and humane world

Contact Paul Simpson  
([pvsimpson@dom.edu](mailto:pvsimpson@dom.edu)) for more info

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## Minor in Social Justice (SJCE)

Learn how to actively participate in bringing justice to unjust situations in your world. Be the change you wish to see in the world!

Contact: David Dolence at  
[ddolence@dom.edu](mailto:ddolence@dom.edu)



@DU\_CivicLearning



facebook.com/OCLDU