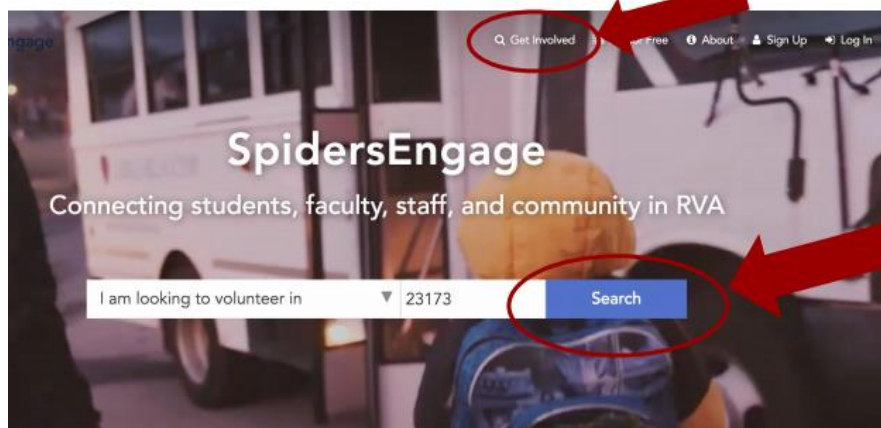


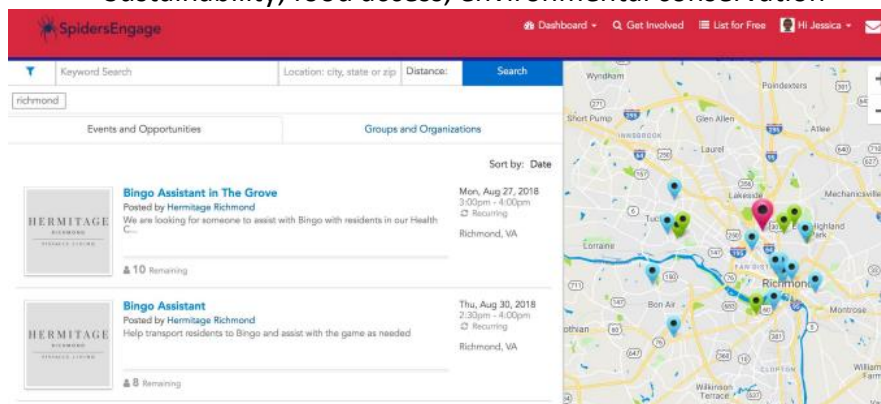
## Search Tips for SpidersEngage

Thanks for using SpidersEngage! We are excited to learn that you are interested in connecting with us, as well as the Richmond community. Here are some tips to help you navigate our system:

- Select **Get Involved** or **Search** to find volunteer opportunities and events



- Enter a description in the **Keyword Search** box to find volunteer opportunities and events (e.g., tutor, healthcare, immigration).
  - For example, you can search by which of our issue areas interest you, which include:
    - Arts and culture
    - Diversity and multiculturalism
    - Economic/Workforce development
    - Elder/Senior care
    - Healthcare, public health, and science
    - Housing and homelessness
    - Immigration and resettlement
    - In-school
    - Out-of-school
    - Public policy, research, and advocacy
    - Sustainability, food access, environmental conservation



- Apply a **filter search** to find volunteer opportunities and events by date, time, day of the week, and more!

The screenshot shows the SpidersEngage search interface. At the top, there is a red header with the SpidersEngage logo and a 'Dash' button. Below the header, there is a search bar with 'Keyword Search', 'Location: city, state or zip', and 'Distance:' fields, followed by a blue 'Search' button. Underneath the search bar, there is a 'Filter Search:' section with a checked checkbox and the text 'If checked, search will only display the groups and events in this network'. Below this, there are three filter sections: 'Date:' with a 'Between' dropdown and 'From' and 'To' input fields; 'Time:' with 'From:' and 'To:' dropdowns; and 'Type:' with 'Filter by Event Type' and 'Filter by Group Type' dropdowns.

- You can also see a complete list and search by community organizations by selecting **Groups and Organizations** or **Events and Opportunities** from the search page.

The screenshot shows the SpidersEngage search results page. At the top, there is a red header with the SpidersEngage logo and a 'Dash' button. Below the header, there is a search bar with 'Keyword Search', 'Location: city, state or zip', and 'Distance:' fields, followed by a blue 'Search' button. Below the search bar, there is a text input field containing 'richmond'. Below the text input field, there are two tabs: 'Events and Opportunities' and 'Groups and Organizations'. Below the tabs, there is a list of search results. The first result is for 'Career Advisor Volunteer' posted by 'Goodwill Northside Community Employment ...'. The purpose is 'We believe that work is a foundation for empowering individuals, strengthening ...'. The date is 'Wed, Aug 29, 2018', the time is '10:00pm - 1:00pm', and it is a 'Recurring' event. The location is 'Richmond, VA'. Below the first result, there is a 'Many Remaining' indicator. The second result is for 'Volunteer Medical Interpreter' on 'Thu, Aug 30, 2018'. The 'Sort by: Date' option is visible in the top right corner of the results area.

If you have specific questions or just want to talk through your options, the CCE welcomes you to come in to talk with an advisor about engaging with the community. We hold **Drop-In Advising** in Tyler Haynes Commons, Room 201, Monday-Friday, 2-4 p.m.!