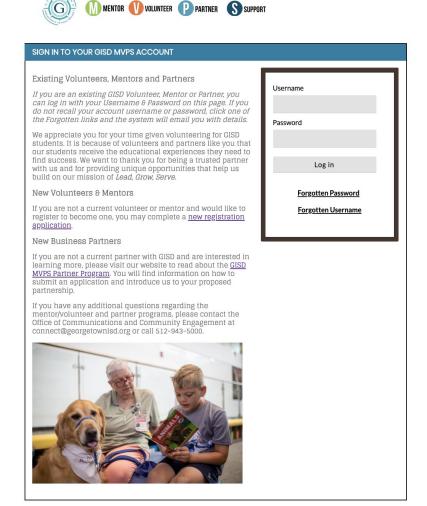




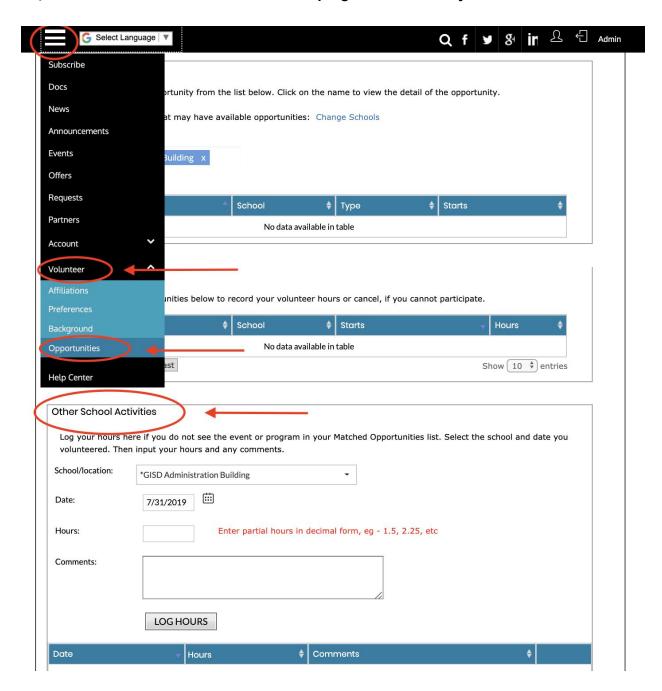
MVPS System: Tracking Volunteer/Mentor Time

If you are a volunteer or mentor with Georgetown ISD, you may track your time spent in our schools. Tracking time is not required.

Step 1 Log into your Relatrix profile



Step 2 Click on the three-line menu in the top right-hand side of your account.



Step 3 Scroll to the bottom of the screen; add your school, date, hours spent

Circled below, you will see how to add the school in which you volunteered, the date you were on campus, the time you spent, and any additional comments you wish to include about your visit.

