Digital Guide
"Adding Your Hours"

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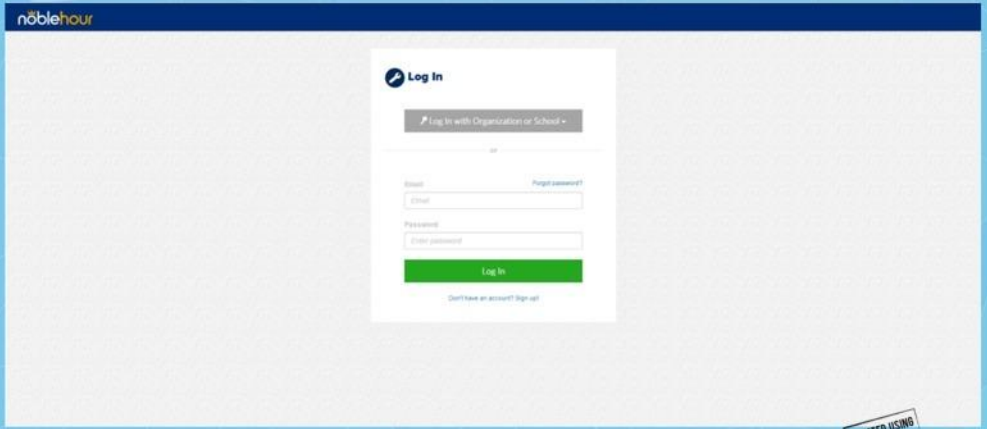
Log In to your NobleHour account.



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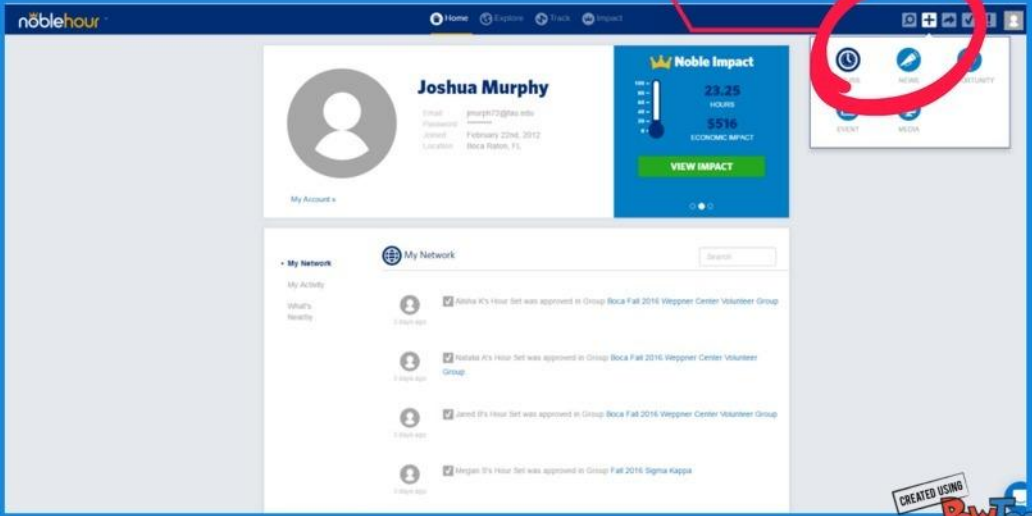
Click the "+ " symbol then the hours clock.



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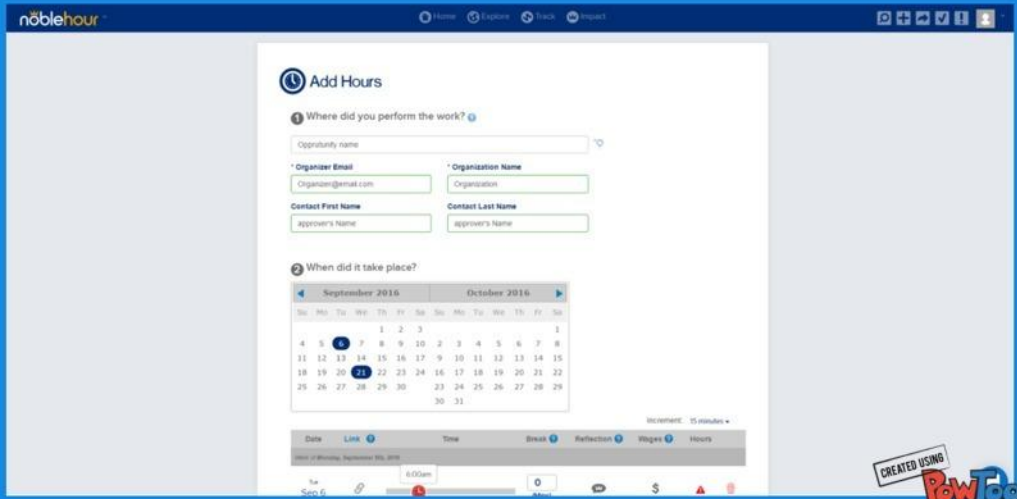
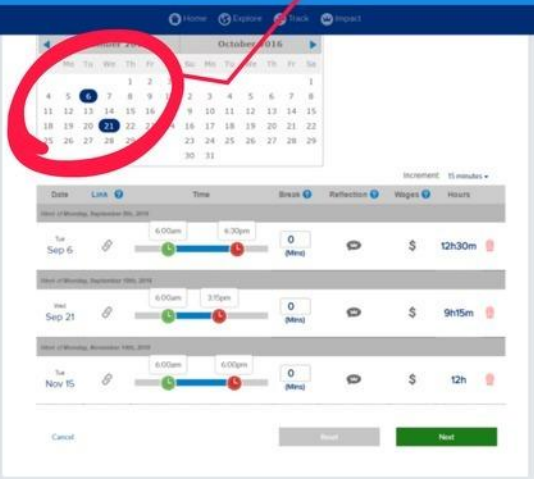
Add the required information to the following fields:
Organizer Email, Organization Name, Contact First Name , Contact Last Name



Click on the "calendar" icon next to Choose Dates.
Select the dates you served.



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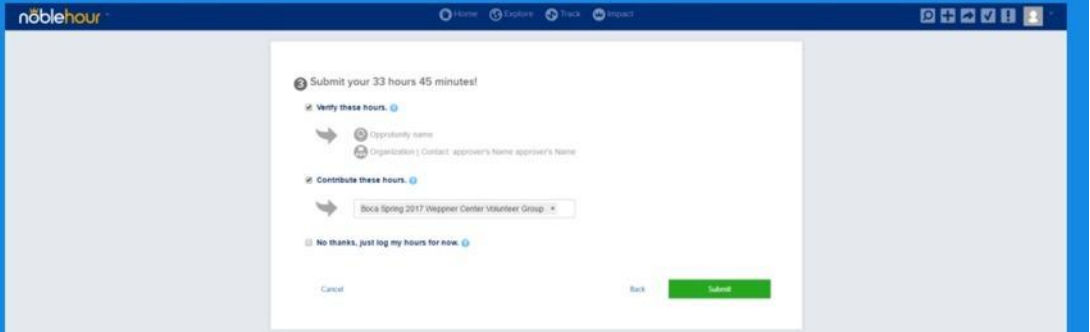
Check the box that says: Verify these hours with the Opportunity organizer.
Check the box that says: Contribute these hours to one or more of my Groups.
Select the Weppner Center Group that matches your campus and the current year.



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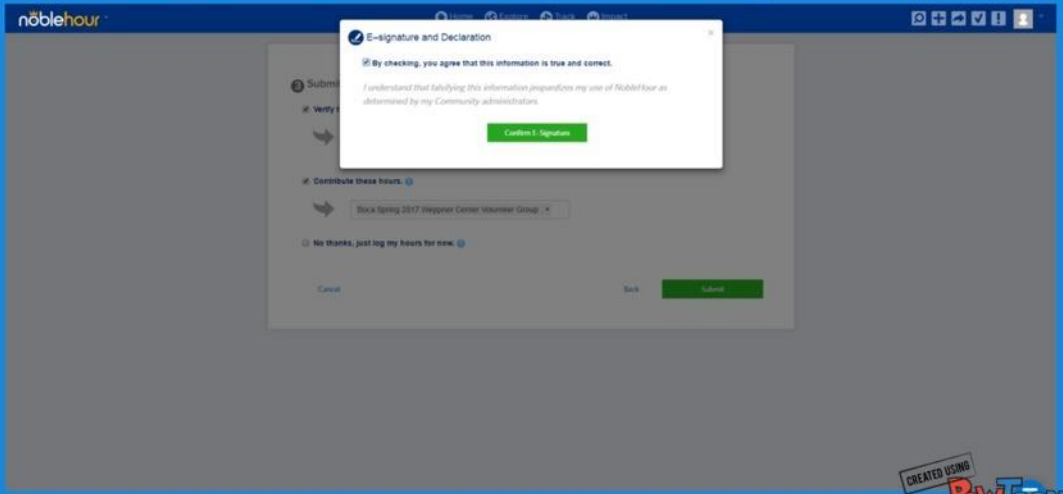
Click "Submit". Enter your full name for the E-signature, check box and select "Confirm E-Signature".



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www.powtoon.com