Katy ISD District Raptor Initiative
HOW TO LOG OFF-CAMPUS HOURS
A Guide for Registered Volunteers

Sign-In to Your Katy ISD Volunteer Profile to Log Your Off-Campus Volunteer Hours + Manage Your Katy ISD Volunteer Account

Submit and track hours in one place for all Katy ISD campuses where you volunteer

| At Home | QR Code at Campus Events | Katy ISD's On-the-Go App |

Note: **On-campus, school-day** volunteer hours are automatically collected by the Raptor system

Submitting volunteer hours helps us paint an accurate, numeric picture of how much your campus community supports your school while showcasing your organization's impact in Katy ISD.

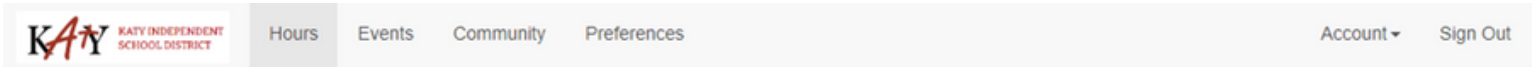Double your gift! Give your time then submit your hours.

It All Adds Up!
Thank you for volunteering in Katy ISD

Helpful Hints and F.A.Q's

Submit bulk hours by choosing a date range that matches your hours total then indicate your activity in the "Notes" field. (Ex. At-home work basket)
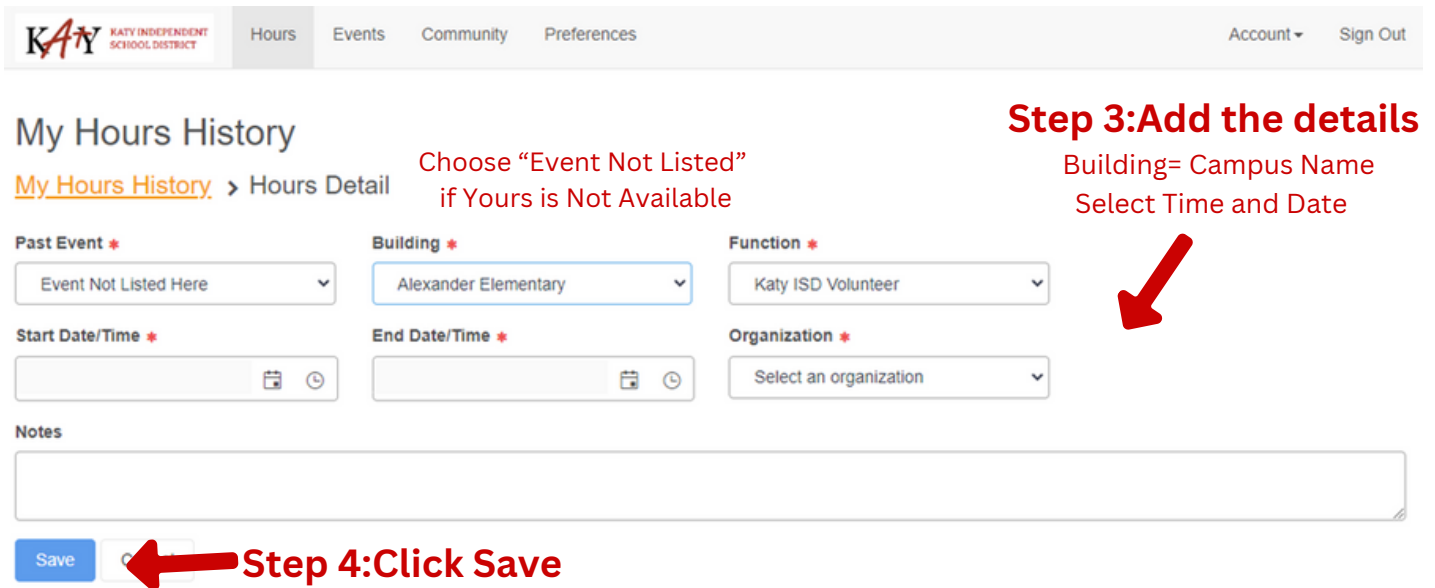Use "Notes" field as needed to add details

HOW TO LOG YOUR HOURS

KATY INDEPENDENT SCHOOL DISTRICT | Hours | Events | Community | Preferences | Account ▾ | Sign Out

My Hours History

Step 1: Click Hours

Step 2: Click Add Hours

My Hours History

▼Current Hours Logged▾ | ➕Add Hours

Details	Function	⋮	Building	⋮	Start Date/...	⋮	End Date/Ti...	⋮	Total Time	⋮	Self Entered	⋮	Options
					There is no data to show here								

◁ ◀ 0 ▶ ▷ 10 ▾ items per page · No items to display ↻

KATY INDEPENDENT SCHOOL DISTRICT | Hours | Events | Community | Preferences | Account ▾ | Sign Out

My Hours History

My Hours History ❯ Hours Detail

Choose "Event Not Listed"
if Yours is Not Available

Step 3:Add the details
Building= Campus Name
Select Time and Date

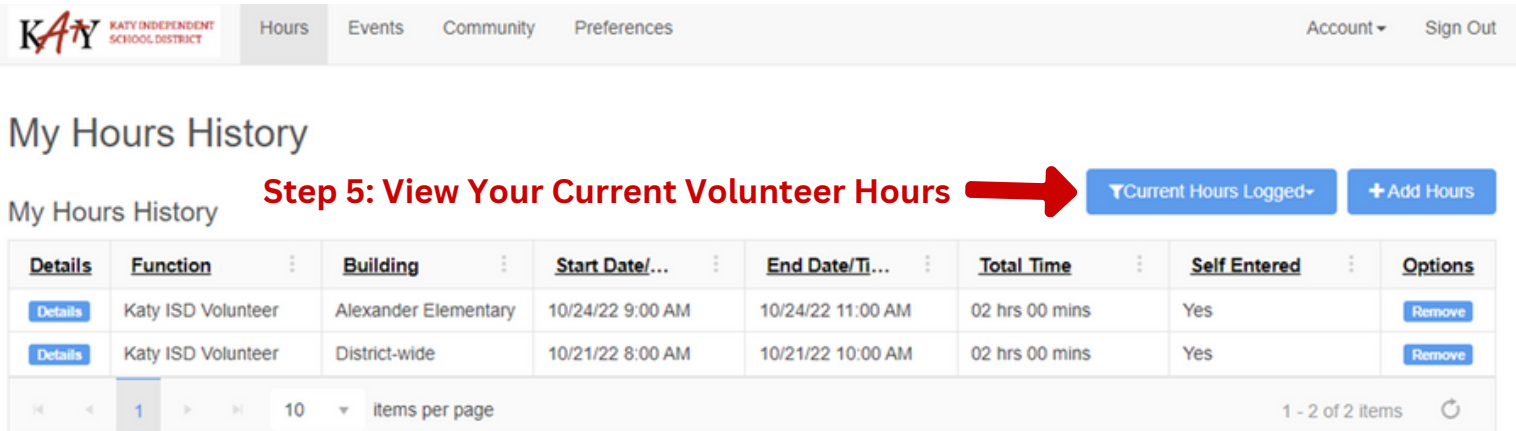**Past Event** ✱
Event Not Listed Here ▾

Building ✱
Alexander Elementary ▾

Function ✱
Katy ISD Volunteer ▾

Start Date/Time ✱
📅 🕐

End Date/Time ✱
📅 🕐

Organization ✱
Select an organization ▾

Notes

Save | Cancel

Step 4:Click Save

KATY INDEPENDENT SCHOOL DISTRICT | Hours | Events | Community | Preferences | Account ▾ | Sign Out

My Hours History

My Hours History

Step 5: View Your Current Volunteer Hours

▼Current Hours Logged▾ | ➕Add Hours

Details	Function	⋮	Building	⋮	Start Date/...	⋮	End Date/Ti...	⋮	Total Time	⋮	Self Entered	⋮	Options
Details	Katy ISD Volunteer		Alexander Elementary		10/24/22 9:00 AM		10/24/22 11:00 AM		02 hrs 00 mins		Yes		Remove
Details	Katy ISD Volunteer		District-wide		10/21/22 8:00 AM		10/21/22 10:00 AM		02 hrs 00 mins		Yes		Remove

◁ ◀ 1 ▶ ▷ 10 ▾ items per page · 1 - 2 of 2 items ↻

See this?
Click the 3 dashes in
the top right corner

8:58

RAPTOR
TECHNOLOGIES

☰

This QR Code can be used to sign in
to a Raptor kiosk.

You have not been assigned an ID for use with the QR
Code