Napa CART Better Impact Training

last updated 10/21/21

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Overview of Better Impact

Better Impact is a volunteer management system that Napa CART is using to manage all its volunteers. (This is the same system being used by other CARTs like NVADG and Sonoma CART.)

Once you set up your Better Impact profile with Napa CART, you'll be able to do the following:

- View, edit, and upload all your personal information, including certificates for any trainings you have completed.
- View your "qualifications" with Napa CART. A qualification is granted when you complete a training or other requirement, or when you qualify as a member of a team within the CART. You'll be able to see all the criteria for getting each qualification.
- Sign up for Napa CART trainings.
- Sign up for volunteer shifts during a deployment.
- Complete self-study trainings whenever it's convenient for you, typically a video with a quiz to ensure that you've understood the material.

You will be able to access Better Impact from either a web browser or from a mobile app on your phone.

Creating a New Better Impact Profile with Napa CART

If you do not yet have a Napa CART Better Impact profile, follow these instructions to set up your new profile.

Note: **If you received an email from Napa CART saying that a new profile has already been created on your behalf, you should skip this section.** If a Napa CART profile was created for you AND you already have a Better Impact profile with NVADG, Sonoma CART. or another agency, then see the "Merging Better Impact Profiles" section below for instructions. If a Napa CART profile was created for you and you have no other Better Impact profiles, then skip down to the "Logging into Better Impact" section below.

Use this link to create your Napa CART Better Impact profile on your computer:

http://bttr.im/yhg4g

Use this link to create your Napa CART Better Impact profile on your phone: http://bttr.im/5mqab

Note: The screenshots below are from a computer, but you'll see the exact same options if you are doing this on your phone.

Here's the first screen you will see:

NAPA COMMUNITY ANIMAL RESPONSE TEAM					
Application Form - Napa CART					
I am new to MyImpactPage.com	l already have a username				
You will need to enter a unique username to identify yourself to the system. You should select something that is easy for you to remember such as your email address or your name. Your username must be at least 6 characters long. If the name you enter is already in use by someone else, you will be prompted to choose another username.	If you have signed up with this organization before, or are a member of another organization that uses MyImpactPage.com, you can use the same login to access all organizations with which you are associated.				
Username 🛛 🕅 🛛	Password				
Email Address	Forgot your username or password?				
Verify Email Address	Login and Continue				
Save and Continue	Already use MyImpadPage.com to volunteer with this organization? Go to volunteer login				

If you already have a Better Impact profile with another agency (like NVADG or Sonoma CART), then you will use your existing login on the right side of the screen. Otherwise, fill in your information on the left side of the screen to create your new Napa CART profile:

Application Form - Napa CART

I am new to MyImpactPage.com		
You will need to enter a unique username to identify yourself to the system. You should select something that is easy for you to remember such as your email address or your name. Your username must be at least 6 characters long. If the name you enter is already in use by someone else, you will be prompted to choose another username.		
Username	val.volunteer	
Email Address	val.volunteer22@gmail.com	
Verify Email Address	val.volunteer22@gmail.com	
Save and Continue		

You can now enter your contact information. Be sure to include an email address and cell phone number where you can be reached. The fields marked with a small black flag (see yellow circle below) are required – you won't be able to click the "Save and Continue" button at the bottom of the page until you have filled in all the required fields.

Application Form - Napa CART

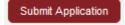
Contact Informati	ion	
New second to second at		
your application will r	e all fields flagged (I''''') as re not be submitted to Napa CA	equired on this page and on the next one. If you don't fill in all required fields and click save on the next page, RT.
ACCOUNT		
Username	val.volunteer	
Password	•••••	Ne i
Confirm Password	•••••	Ni Ini
NAME FIELDS		
Salutation		
Legal First Name		
First Name	Val	
Middle Name		
Last Name	Volunteer	N
Suffix	þr, Sr, III	
ADDRESS		
ADDRESS Address line 1	123 Ranch Way	Ne i
Address line 2		
City	Napa	MJ
Country	USA	
State / Province	California	
Zip / Postal Code	94558	Nul

After you click the "Save and Continue" button, you'll see the page below, where you can tell us about yourself and fill in some required fields. (Again, those little black flags tell you which fields are required.) When you see an "i" icon (see yellow circle below), you can click on it for additional information or instructions about that field.

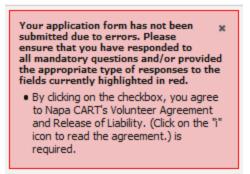
Application Form - Napa CART

eans you missed a required field and y			_
General Interests			
Please let us know which areas you ar	re interested in		
Community Outreach	Hotline	Livestock Sheltering	
Fundraising / Donor Relations / Development	Dispatch	Companion Animal Sheltering	
Social Media	Radio Operator	Reunification	
Volunteer Coordination	GIS Technician	Fostering / Temporary Housing	
Training Coordination	 Evacuation / Shelter in Place 	 Technical Rescue Team 	
Computer / Technology Support	Transport / Trailering	Leadership / Command	
Administrative Support			
udditional Info			
dditional Info			
dditional Info Volunteer Contract			1
Volunteer Contract	rree to Napa CART's Code		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to	read the code of conduct.		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to By clicking on the checkbox, you ag Volunteer Agreement and Release	read the code of conduct.		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to By clicking on the checkbox, you ag	read the code of conduct.		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to By clicking on the checkbox, you ag Volunteer Agreement and Release	read the code of conduct.		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to By clicking on the checkbox, you ag Volunteer Agreement and Release icon to read the agreement.)	read the code of conduct.		
Volunteer Contract By clicking on the checkbox, you ag of Conduct. (Click on the "1" icon to By clicking on the checkbox, you ag Volunteer Agreement and Release	read the code of conduct.		
By clicking on the checkbox, you ag of Conduct. (Click on the "i" icon to By clicking on the checkbox, you ag Volunteer Agreement and Release icon to read the agreement.)	read the code of conduct.		

When you are finished filling out the form, click the "Submit Application" button at the bottom of the page.

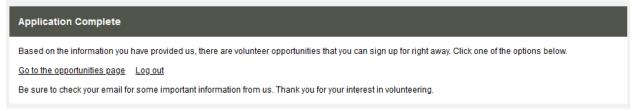


If you see a red error box like the one below, go back and make sure you have filled in all the required fields.



Once your application is successfully submitted, you'll see this page:

Application Form - Napa CART



You will also receive a welcome email at the email address you provided:



Welcome to Napa CART! Thank you for setting up your profile in Better Impact. You will use your profile to tell Napa CART about yourself, your training, and your experience - be sure to keep it up-to-date. You will also use Better Impact to sign up for trainings and for volunteer shifts during incidents.

You now have 30 days to finish entering all your information. Login to Better Impact at <u>myimpactpage.com</u> using the username and password you just created. Then go to the MY PROFILE menu in the upper right of the window and click on "Additional Info" in the dropdown. Fill in all the fields, and upload your certificates and other documentation where requested. Be sure to hit the "Save" button frequently so you don't lose any of your edits.

Thank you for volunteering to help animals!

Napa CART Volunteer Coordinator

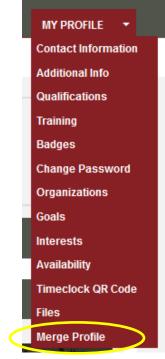
Merging Better Impact Profiles from Different Agencies

Napa CART has already set up profiles in Better Impact for its most active volunteers. You should have received an email from Napa CART with those login credentials if this is the case for you. If you did not get this email, then you need to create a new profile with Napa CART – see instructions in the section above.

If your Napa CART profile is your first and only profile with Better Impact, then proceed to the section below for instructions on how to login. However, if you already have a profile in Better Impact (for example, with NVADG or Sonoma CART), then you need to merge your new Napa CART profile into your existing profile. Once you do the merge, you'll be able to access both profiles with a single username and password.

How to merge profiles:

- 1. Login to Better Impact at myimpactpage.com using the username and password that you want to keep going forward. This will usually be the first username that you set up, for example with NVADG.
- 2. Click on the MY PROFILE menu and select the Merge Profile command.



3. Follow the instructions to complete the merge – you will be asked for the username and password for the profile that you are merging into the profile you are logged into.

Merge Profile Merge Profile - Step One Merge Profile - Step One This page is designed to enable you to merge a new profile that has been created for you into the profile that you are logged into right now. You would only need to do this if you have been using MyImpactPage.com already and then another organization you are associated with recently started using MyImpactPage.com. There are a couple of steps to this process and we will confirm with you before the merge is done. IMPORTANT: Once you have completed the merge, it cannot be undone. Step 1: Enter the Username and Password of the new profile you would like to merge into your existing one. This information would have been sent to you recently by the organization that has just begun using MyImpactPage.com. Once you click the "Get Profile" button, it will show you the profile details side by side or you to review. Username Impassword Merge Profile Impassword

4. Now that your new Napa CART profile is merged into your existing profile, you can access both profiles once you are logged in. You will sometimes be presented with a screen like this when Better Impact needs to know which CART's information you want to display:

Select an Organization		
Please select an organization to update	v	Select Organization
	Napa CART	
<u>Get the My Impact app</u>	NVADG	Powered By

Logging into Better Impact via Web or Phone

You have three ways to login and access Better Impact – web browser on your computer, web browser on your phone, or install the phone app.

From a web browser on your laptop:

myimpactpage.com

From a web browser on your phone: myimpactpage.mobi

Install the Better Impact phone app:



To login, simply enter your username and password that you created when you set up your profile. The login page looks like this on your computer:

my**ImpactPage**.com

MyImpactPage.com - Login

Login	Privacy Policy
Username Usernames are not case sensitive. Password Passwords are case sensitive. Forgot your username or password? Login	Information contained here is only visible to you and the specific organization(s) with which you are associated. It will neither be disclosed to any other party nor used for any other purpose. <u>Click here to</u> <u>view the complete MyImpactPage.com privacy policy</u> .

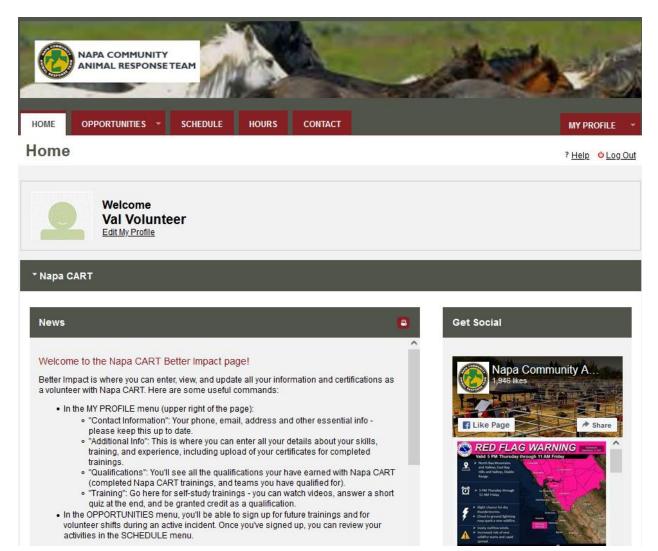
The login page looks like this on your phone:

MyImpactPage Login	
Username	
Usernames are not case sensitive.	
Password	_
Passwords are case sensitive. Forgot your username or password?	
Login	

Enter your username and password and click the "Login" button.

Note: If you received an email that your Napa CART profile has already been set up for you, you will be prompted to change your password the first time you login (for security reasons).

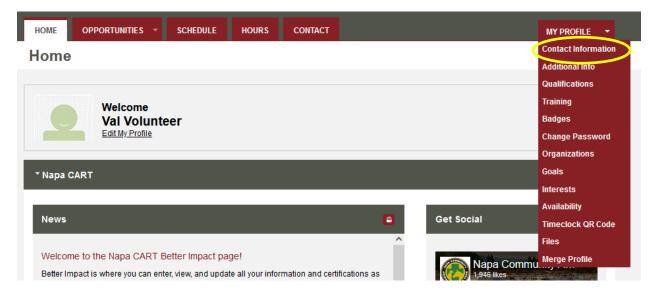
You'll now see your Better Impact home page:



See the sections below for instructions on how to use Better Impact now that you have a profile.

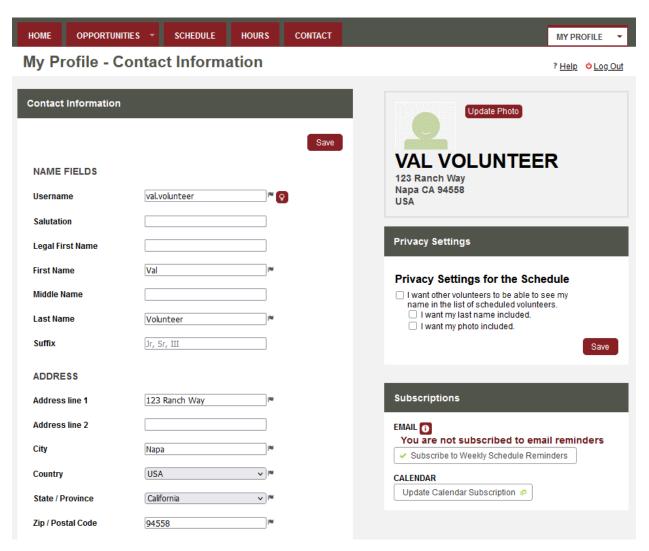
Updating Your Contact Information

Go to the MY PROFILE menu in the upper right of the home page and click the "Contact Information" menu item.

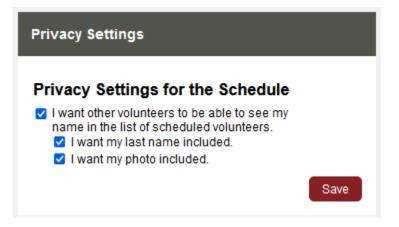


The Contact Information screen looks like this (you will need to scroll down to see more fields). You can make any changes, then click the "Save" button to save them. Check carefully to make sure that your name, cell number, and email address are correct.

Important Please upload a passport-style photo using the "Update Photo" button (plain background, full view of your face, no hat or sunglasses). This picture will help the Napa CART team leads get to know you.



We recommend checking the boxes in the Privacy Settings. That way, other Napa CART volunteers will be able to see what trainings and volunteer shifts you are signed up for. Click Save to keep your settings.

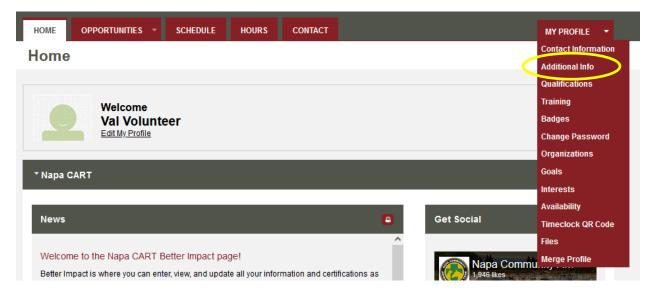


Note for volunteers who have profiles with multiple CARTs:

The personal contact information on the Contact Information page is shared between all of your profiles. In other words, of you have profiles with both Napa CART and NVADG, changing your email address will affect both profiles. Your Additional Info and Qualifications pages, however, are separate for each CART. So, this means (for example) that you must upload your IS-100 certificate separately for Napa CART and NVADG.

Updating Your Additional Information

Go to the MY PROFILE menu in the upper right of the home page and click the "Additional Info" menu item.



The Additional Info screen looks like this.

Important Please go through the entire Additional Info page within 30 days of setting up your profile to fill out all the fields.

ome opportunities -	SCHEDULE	HOURS	CONTACT				MY PR	OFILE
dditional Info							<mark>ి Log Out</mark>	? <u>Help</u> ^d
Please tell Napa CART a Fields with a small flag i When you see an "i" icc Click "Save" to save you	icon to the right an on, you can click of	e required. n it for addi	tional detail at		a good idea to c	lick "Save" afte	er each file.	Save
* Volunteer Contract								
By clicking on the checkbox, yo of Conduct. (Click on the "i" ico			6 🔽 🛤					
By clicking on the checkbox, yo Volunteer Agreement and Reli icon to read the agreement.)			0 🔽 🛤					
By clicking on the checkbox, y Photo/Video Release. (Click o release.)			i					
* About You								
Please list any special skills y volunteering with us	rou have that would b	e useful in 🌘	10 years o	f horse hand:	ling.			
Are you at least 18 years of ag	je?		Yes		v 18			
Can you comfortably lift at leas	st 50 pounds?		Yes					
Do you have any physical disa want to share that would preve kinds of work or from working	ent you from performi	ng certain	 No 		V IN			

Click on the "i" icons for additional information or instructions for a field. Also, note that all fields marked with the small black flag icon are required fields – you will not be able to Save until you fill out all the required fields.

After you make any changes, click the "Save" button. It's a good idea to click the "Save" button often so you don't lose any changes.

Some fields will ask you to upload a file (like a training certificate). Here's how to do that:

* FEMA / ICS Training Completed
Upload your certificates for FEMA trainings you have completed.
IS-100 Intro to the Incident Command System IBrowse No file selected.
IS-200 Basic Incident Command System for Initial Response 🕕 Browse No file selected.
IS-700 Intro to the National Incident Management System IBrowse No file selected.
IS-800 National Response Framework O Browse No file selected.

Click on the "Browse..." button to select your certificate file. It can be a pdf, jpg, or doc file.

* FEMA / ICS Training Completed	
Upload your certificates for FEMA trainings you have	completed.
IS-100 Intro to the Incident Command System	Browse Val Volunteer ICS 100.pdf
IS-200 Basic Incident Command System for Initial Response	Browse No file selected.
IS-700 Intro to the National Incident Management System	Browse No file selected.
IS-800 National Response Framework	O Browse No file selected.

You will see your file name next to the "Browse..." button. Click the "Save" button at the top or bottom of the page to upload the file. It may take a few seconds for the file upload to complete. You should see a message like this at the top of your screen to indicate that the upload was successful:

Updated successfully	×
Content for selected organization has been successfully loaded.	×

The page will now look like this:

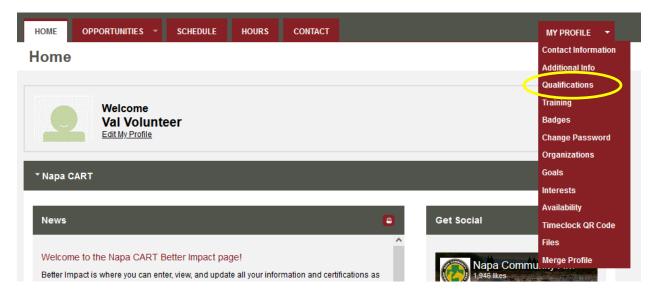
* FEMA / ICS Training Completed	
Upload your certificates for FEMA trainings you have	completed.
IS-100 Intro to the Incident Command System	Val Volunteer ICS 100.pdf Remove File Browse No file selected.
IS-200 Basic Incident Command System for Initial Response	Browse No file selected.
IS-700 Intro to the National Incident Management System	Browse No file selected.
IS-800 National Response Framework	Browse No file selected.

Note the "Remove File" checkbox. If you uploaded the wrong file by mistake, just check that box and click "Save" again.

Caution Better Impact has a file size limit on uploads. For this reason, it's a good idea to click "Save" for each file rather than trying to upload many files at once.

Viewing Your Qualifications

Go to the MY PROFILE menu in the upper right of the home page and click the "Qualifications" menu item.



The Qualifications page shows trainings and other requirements that you have completed and teams that you have qualified for. Your qualifications will be updated by the Volunteer Coordinator or your team lead as you complete the requirements. Click on the "i" icon to see the criteria for getting a specific qualification.

The Qualifications page initially looks like this:

OME OPPORTUNITIES - SCHEDULE HOURS CONTACT	MY PROFILE
ualifications	? <u>Help</u> 🖕 Log Ou
This page shows the qualifications you have been granted by Napa CA or, and trainings you have completed. Look in the column "Level" to see your qualifications. If there is no entry in that colu eam or training. Click on the "i" icon to see the criteria for earning each qualification believe you have earned qualifications that do not appear on this page.	umn, then you do not have a qualification for that on. You can contact volunteer@napacart.org if you
QUALIFICATION	LEVEL EXPIRY DATE
Ready to Deploy (DSW)	0
Ready to Deploy Behind Roadblocks Team: ASAR (Animal Search and Rescue)	0
Team: Transport	0
Team: Livestock Shelter	0
Team: Companion Animal Shelter	6
Team: Animal Technical Rescue	0
Team: Volunteer Coordination	0
Team: Better Impact Support	0
Team: Hotline	θ
Team: Dispatch	0
Team: Comms	Θ

As you complete the criteria, your qualifications appear in the "LEVEL" column. Some qualifications may have an expiration date – you'll see that in the "EXPIRY DATE" column. Here's an example of some completed qualifications:

DME	OPPORTUNITIES 👻	SCHEDULE	HOURS	CONTACT		MY PROFILE
uali	ifications					? <u>Help</u> 😃 Log
or, and .ook in	nd trainings you have in the column "Level" to s	e completed.	cations. If the		Napa CART. These include to	
	e you have earned qualif				ualification. You can contact volur	nteer@napacart.org if you
elieve						Save
QUA	e you have earned qualif			on this page.	LEVEL	Save
QUA Ready	e you have earned qualif	ications that do		on this page.		Save
QUA Ready Ready	e you have earned qualif ALIFICATION y to Deploy (DSW)	ications that do		on this page.	LEVEL	Save
QUA Ready Ready Team:	e you have earned qualif ALIFICATION y to Deploy (DSW) y to Deploy Behind Roadblo	ications that do		on this page.	LEVEL Completed	Save

If you'd like to know what you need to do to be granted a qualification, click on the "i" icon for details:

Ready to Deploy (DSW)
 Qualification is granted when you have completed the following (these are the requirements for a Napa CART DSW): IS-100 FEMA training completed IS-200 FEMA training completed CERT training certification Background check completed DSW swear-in by Napa County Signed liability release (this is a checkbox on the Better Impact Additional Info page) Signed code of conduct (this is a checkbox on the Better Impact Additional Info page) Annual training with Napa CART in last 2 years (NVADG annual training is also acceptable) Age 18 or over
Close

If the qualification has an expiration date, it will show up like this on the Qualifications page, with the expiration date listed. To find out if a qualification has an expiration date, click on the "i" icon.

Training: Human First Aid

0 Completed 7/19/2022

Signing up for an Activity

Better Impact allows you to sign up for different kinds of activities, such as training classes, or volunteer shifts during an incident. To sign up for an activity, go to the OPPORTUNITIES menu.

Addit Opportunity Calendar		
		Dillata d
Opportunity List	Log Out ?	? <u>Help</u> 2

You can choose either Opportunity Calendar for a calendar view of available activities, or Opportunity List for a list. Here's the list option:

HOME	PPORTUNITIES SCHEDULE HOURS CONTACT	MY PROFILE 🔻
Opportu	inities o Lo	<u>g Out</u>
▼ Filter Ac	ctivities	
Looking to you find o	to volunteer on a specific day? Try the new <u>Opportunity Calendar</u> ! This new page lets * opportunities on a calendar to easily find activities on the days you are available to help!	
FILTERS	 Only include activities that I am qualified for Only include activities that have openings available 	
00PT	Include activities for which I am currently Generally Available Signed Up Scheduled On the backup list	
SORT DISPLAY	Activity Name	
	Make these my default filters 🗹 🛛 Filte	r Activities
* Napa CA	ART 2021 Trainings	
ACTI	VITY SHIFTS START DATE END	DATE
Napa C	CART Takedown and Store Panels 0 1 11/28/2021 11	/28/2021

Look at the bottom of the page to see the activities. In this case, you can see "Napa CART Takedown and Store Panels". Click on the name of the activity to see details:

HOME OPPORTUNITIES - S	CHEDULE H	IOURS C	CONTACT			MY PROFIL	E 🔻
Napa CART 2021 Trai Store Panels	inings - N	lapa CA	RT Taked	own and	← <u>Back to</u>	Activity List [©] Log Or <u>H</u>	<u>ut</u> ? elp_⊄
Activity Details							
Breakdown panels at the livestock shelte	er locations and si	tore them for th	e off-season. In-per	son with appropriate soc	ial distancing	protocols.	
 Filters 							
FILTER THE LIST OF SHIFTS Don't I	Filter	v				Filter Shifts	
DATE	START	END	OVERLAP	OPENINGS	WHO?	ACTIONS	
Sunday, November 28, 2021	10:00 AM	12:00 PM		99 / 100	2	+ Sign Up	
						Select A	

Click the "Sign Up" button to be added to this activity:

DATE	START	END	OVERLAP	OPENINGS	WHO?	ACTIONS
Sunday, November 28, 2021	10:00 AM	12:00 PM		99 / 100	2	Scheduled - Confirmed
						Select All

You can <u>click on the button in the WHO?</u> column to see who else is signed up:



Viewing Your Scheduled Activities

To see the activities you are signed up (such as trainings or volunteer shifts in an incident), click on the SCHEDULE menu.

HOME	OPPORTUNITIES 🔻	SCHEDULE HOL	IRS	CONTACT				MY P	Rofile 👻
Schee	dule							<mark>ల</mark> Log Out	? <u>Help</u> ⊵"
Filters									
From 11/	28/2021 ^{IN} To 11/28/20	21 ^{I™} Filter Shifts							
To subscrib	e to weekly reminder emails	or subscribe to a calen	dar feed	lvisit vour contact ir	formation nade				
		o or subscribe to a calen				5115			_
ACTIVIT	Y			DATE	START	END	WHO?	ACTIONS	-
Napa CA Panels	RT 2021 Trainings - Napa C	ART Takedown and Stor	e 📵	Sun 11/28/2021	10:00 AM	12:00 PM	2	× Remove	6
								Se	lect All 🗌

You will see a list of all activities you are currently signed up for. Click on the "i" icon for details about the activity. If you need to remove yourself from the signup list, just click on the Remove button.

Taking a Self-Study Training

Napa CART provides self-study trainings as part of its training curriculum. Some are videos and some are slide presentations. You can access these trainings from within Better Impact.

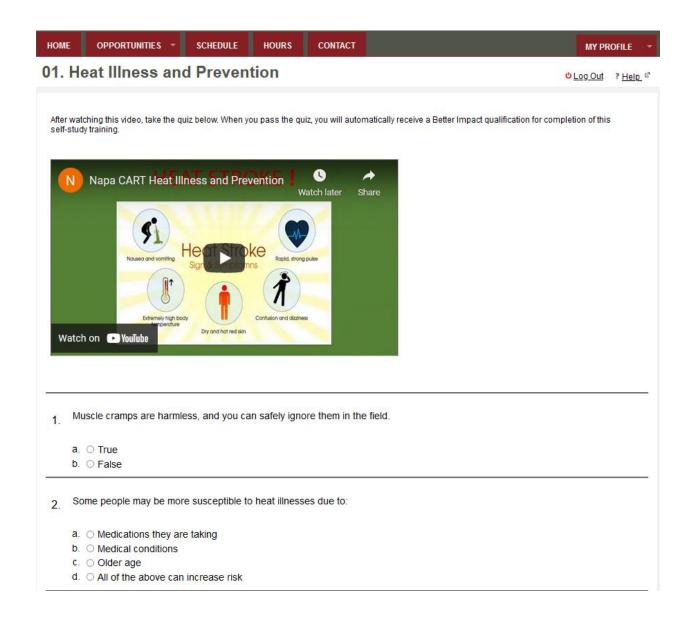
To see the available trainings, click on Training in the MY PROFILE menu.



You will see a list of available trainings:

HOME OPPORTUNITIES - SCHEDULE HOURS CONTACT	MY PROFILE
Fraining	<mark>ٹ Log Out</mark> ؟ <u>Help</u>
NAME EXPIRY	STATUS REVIEW
01. Heat Illness and Prevention	Take
02. Equine Safety and First Aid	Take
03. Equine Pasture Safety	Take
04. Small Ruminant Handling and Assessment	Take
05. Assessing Cattle in an Emergency Situation	Take
06. Truck & Trailer Qualification	Take
07. Vehicle Inspection	Take
08. First Aid Series: Companion Animals - Defense/Dangers/Restraint	Take
09. First Aid Series: Companion Animals - Triage	Take
10. First Aid Series: Companion Animals - Basic Wound Care and Bandaging	Take
11. Shelterly	Take
12. SARTopo	Take
13. Vehicle and Trailer Inspection	Take

Click the Take button to take a training.



3.	If you are experiencing symptoms of heat exhaustion, you should:
	a. O Drink an electrolyte drink (such as sports drinks)
	b. O Eat a sugary snack
	c. O Eat or drink something with a lot of caffeine
	d. O Cool down fast by any means possible
	e. O A and D are both correct
4.	You can avoid dehydration and heat illness by:
	a. O Setting an alarm on your phone to drink 8 to 10 ounces every hour
	b. O Alternating electrolyte drinks with plain water
	c. O Pre-hydrating well the night before working under hot conditions
	d. O Knowing the signs and symptoms of heat illness, and acting on them right away
	e. O All of the above can help keep you safe
5.	Heat stroke is a very serious medical emergency
	a. O True
	b. O False
	Submit

View the video, and then answer the quiz questions below the video. When you are done, click the Submit button at the bottom of the page. If you answered the quiz questions correctly, you'll be granted a new qualification for completing the training. Go to the Qualifications page to see it:

Self Study Training: 01. Heat Illness and Prevention

You can go back to the Training page to review trainings you have completed at any time.

01. Heat Illness and Prevention

Does Not Expire Passed Review

Completed