VOLUNTEER INFORMATION CENTER (VicNet)
Register to Volunteer for an Event
Mobile Device

Login: **Email Address**

Password: _____

- Go to the NOMA website: **https://www.notonemorealabama.org/**
- Click: **Mobile Device** menu ≡
- Click: **Volunteer**
- Scroll to the bottom of the page
- Enter you Login Name: **Email Address**
- Enter your **Password**:
    - Click: **Forget your password?** to receive an email to reset your password
        - Your password reset will be sent by **VolunteerMail@Volgistics.com**
        - If you do not receive this email, check your **blocked or junk email folder**
- Click: **Mobile site** or **Go**
- Choose: **Volunteer** (if given the choice)
- Click: **Mobile site**
- On the **Home** bar - Click: **VicNet** menu ≡
- Select: **My Schedule**
- This shows your schedule and allows you to schedule yourself 1 week at a time.
- Should show **All assignments** in the first dropdown menu
- Shows **dates by weeks** in the other dropdown menu
- Click: **Next Week** or **Previous week** until you come to the date you want to register
- Click the **+** sign in front of **Self-Schedule**
- Click: **Schedule Me** button under the event you want to sign-up as a volunteer
- Click: **Yes** or **No** under Is this Correct?
- Click: **Continue** to go back to **My Schedule**
- Click: **VicNet** menu ≡
- Click: **Exit** to logout of **VicNet**