

# ARCBADAT.org Quick-Start Guide

ARCBADAT.org is the new Chapter-wide DAT Scheduling System

## With ARCBADAT.org, you can:

### Sign Up for Shifts


- Sign up for shifts in all of the positions you hold for specific days and times.
- Trade shifts with other team members if your or others' availability changes.

### Indicate General Availability

- Indicate days and times when you are often free to respond.
- You'll be called in if the response requires more than the initial team.

### Choose How You're Contacted

- Specify which numbers to call in a response and whether to contact you by text message.
- Choose how and when to receive shift reminders and other scheduling information.

 **Personal Details**

Welcome! You have completed 0 shifts since the new scheduling system was launched.


### Shift Reminders

**Upcoming shifts:**  
Technician on Tuesday, June 4 Day  
Technician on Wednesday, June 5 Day  
Technician on Thursday, June 6 Day  
[All Upcoming Shifts](#)


[Update reminder preferences](#)  
[Edit contact details](#)

**Your flex availability schedule: (Edit)**

	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Day	No	No	No	No	No	No	No
Night	No	No	No	No	No	No	No

 **Calendar Details**

**June - 109 Shifts Available**  
[Sign Up](#) | [County Schedule](#) | [Spreadsheet](#)  
**July - 124 Shifts Available**  
[Sign Up](#) | [County Schedule](#) | [Spreadsheet](#)  
**August - 124 Shifts Available**  
[Sign Up](#) | [County Schedule](#) | [Spreadsheet](#)

 **Shift Sign-Ups**  
[Show Flex Schedule Calendar](#)  
[Show Roster](#)

**General Availability**

## Getting Started on ARCBADAT.org

### 1) Set Up Your Profile In Volunteer Connection

- In the "My Profile" section of Volunteer Connection, make sure that your primary address, phone numbers, and phone preferences are filled out correctly.
- In addition, go to the "ARC Qualifications" section of your profile, and make sure that your DAT-related positions are recorded correctly. Your Volunteer-Connection positions will control which shifts you can sign up for.

### 2) Access ARCBADAT.org

- Login at [arcbadat.org](http://arcbadat.org) using your Volunteer Connection Username and Password - there's no new information to remember.
- Sign up for shifts in the coming months using the "Sign Up" link. The shifts available through arcbadat in your county may initially vary.
- Choose your reminder and notification preferences, including:
  - On the "Contact Details" page, choose any phones you would like to receive text notifications to recruit you for responses.
  - On the "Update Notification Preferences" page, choose when you would like to receive shift reminders, shift swap requests, and whether you would like to integrate arcbadat with your electronic calendar.

**For more detail on these steps, see the "Setting Up ARCBADAT.org" Guide**