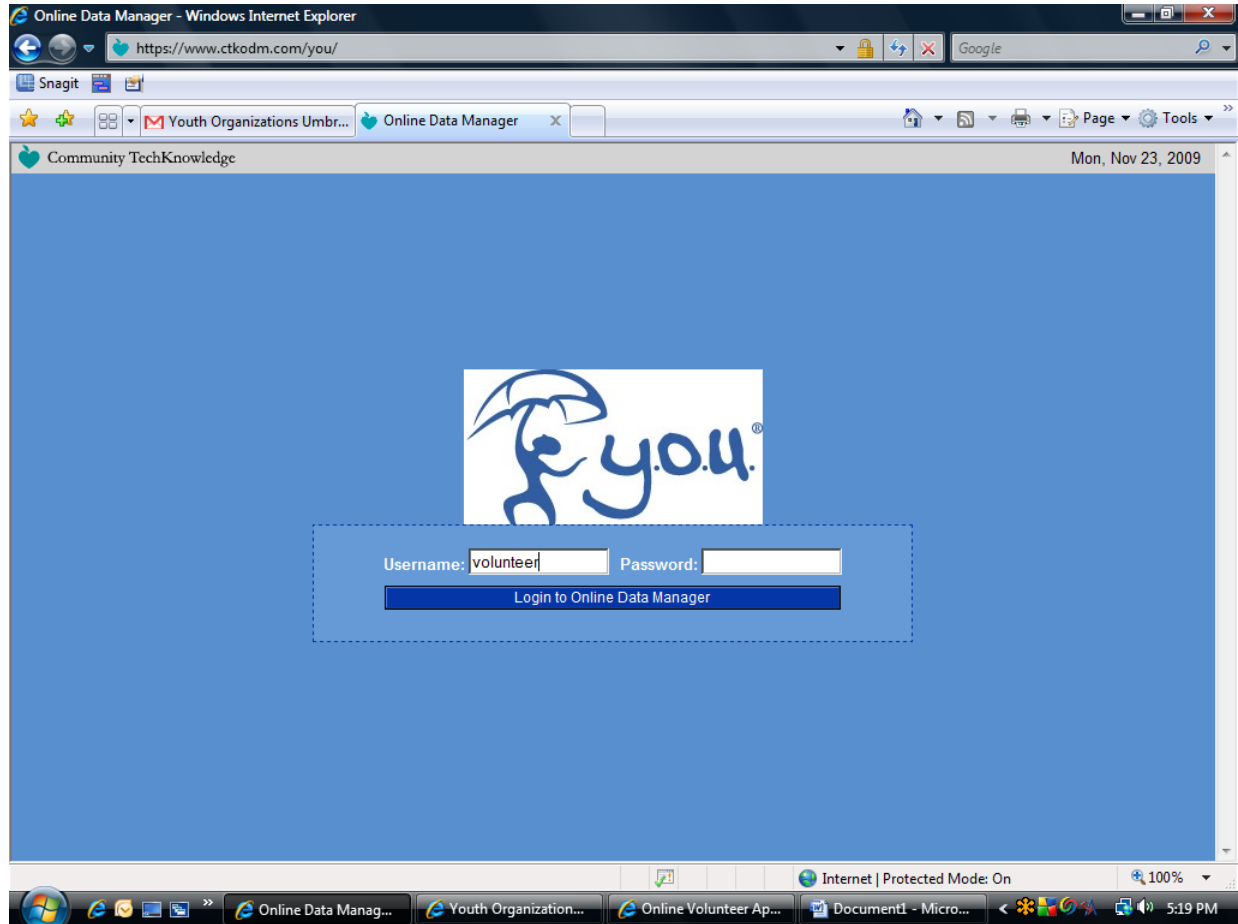
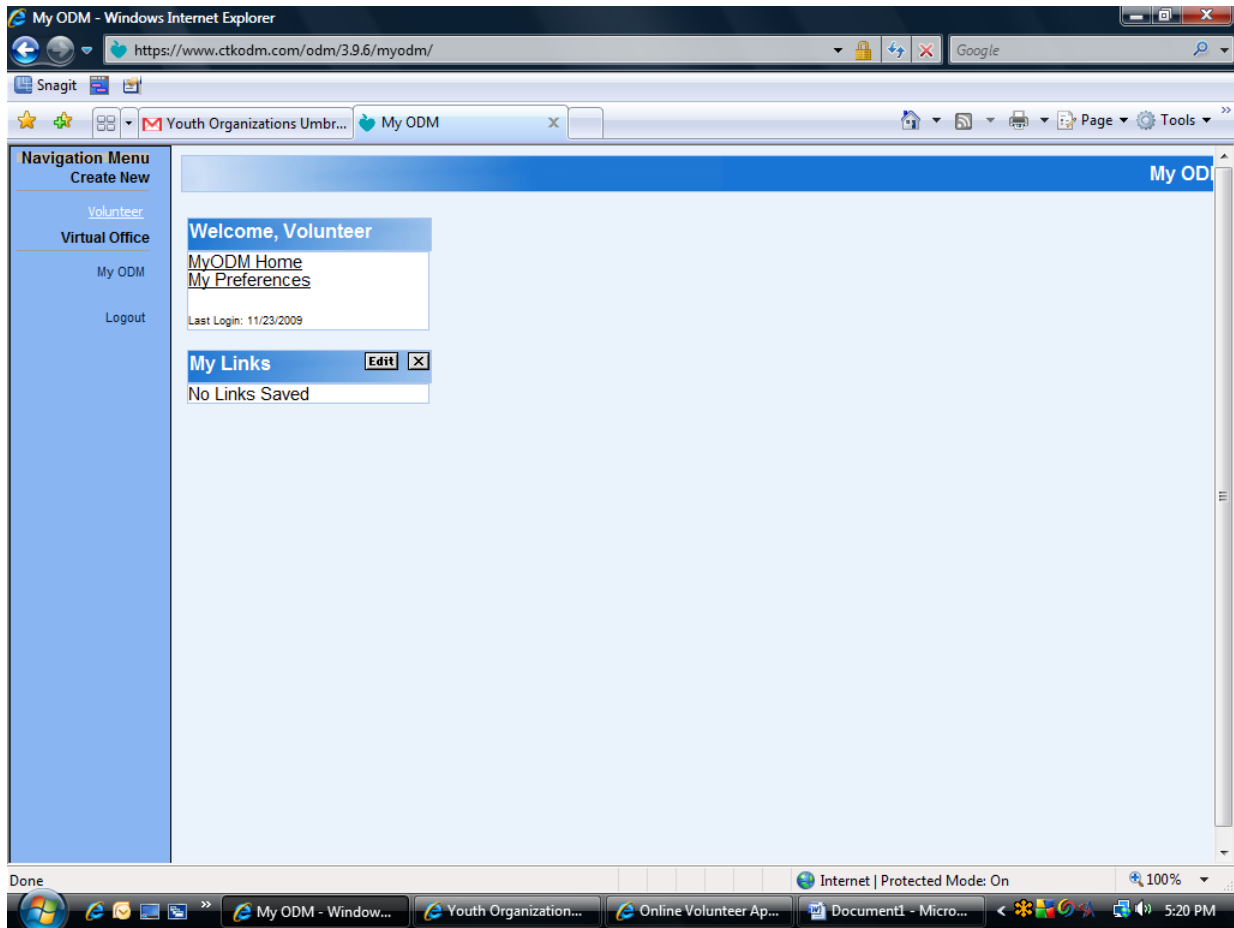


Directions For Completing the Online Volunteer Application



Go to www.ckodm.com/you. The username is “volunteer” and the password is “you”
The system does not work well with Mac or the Mozilla/Firefox browsers.



On the Navigation Menu select Create New Volunteer.

The screenshot shows a web browser window with the URL <https://www.ckodm.com/you/volunteer.php>. The page title is "Volunteer" and it features a navigation menu on the left with options like "Create New", "Volunteer", "Virtual Office", "My ODM", and "Logout". The main content area is titled "Demographic Information" and contains the following text and form fields:

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status.

*Date of Application: 11 / 23 / 2009

*On what date will you be available to work?: 11 / 23 / 2009

*How did you learn about us?

- Advertisement
- School
- Website
- Fair
- Friend
- Relative
- Walk-In
- Other

If other, please specify: _____

*Last Name: _____

*First Name: _____

*Middle Name: _____

*Address - Permanent: _____

*City: _____

*State: _____

*Zip Code: _____

At the bottom of the browser window, the taskbar shows several open applications: "Volunteer - Window...", "Youth Organization...", "Online Volunteer Ap...", and "Document1 - Micro...". The system clock indicates the time is 5:21 PM.

Complete the online application and when you are done go back to the top of the screen and press save. Please contact Tonya Patterson at [tonya.patterson \(at\) youevanston.org](mailto:tonya.patterson@youevanston.org) or by phone at 847-866-1200x225, if you have any difficulty completing the application.

Thanks for your interest in volunteering at Y.O.U. !