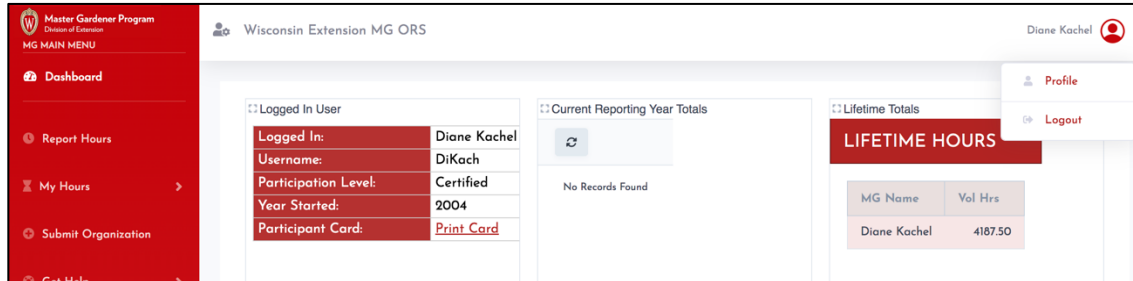


How to change settings in ORS

Log into your ORS account > go to the upper right hand corner and click on your name > select Profile



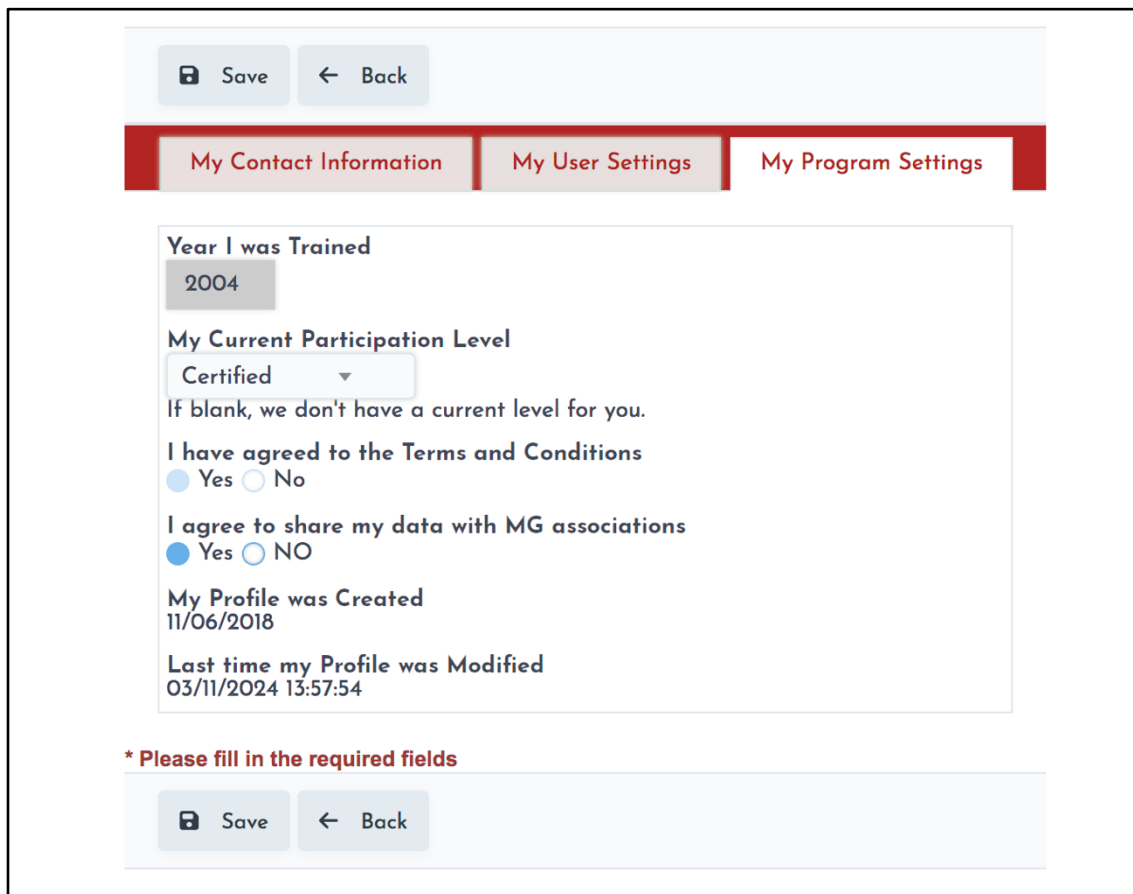
The screenshot shows the Master Gardener Program ORS dashboard. The user is logged in as Diane Kachel. The dashboard includes a sidebar menu with options like Dashboard, Report Hours, My Hours, and Submit Organization. The main content area displays user information, current reporting year totals, and lifetime hours.

Logged In User	
Logged In:	Diane Kachel
Username:	DiKach
Participation Level:	Certified
Year Started:	2004
Participant Card:	Print Card

Current Reporting Year Totals	
No Records Found	

Lifetime Totals	
LIFETIME HOURS	
MG Name	Vol Hrs
Diane Kachel	4187.50

In order to have your volunteer and education hours included in the data sent to us from the program office, make sure that the settings about sharing data with MG association is Yes. Hit Save if you want it changed.



The screenshot shows the 'My Program Settings' page. It includes a 'Save' button and a 'Back' button at the top. The page is divided into three sections: 'My Contact Information', 'My User Settings', and 'My Program Settings'. The 'My Program Settings' section contains the following information:

- Year I was Trained:** 2004
- My Current Participation Level:** Certified (dropdown menu)
- I have agreed to the Terms and Conditions:** Yes No
- I agree to share my data with MG associations:** Yes NO
- My Profile was Created:** 11/06/2018
- Last time my Profile was Modified:** 03/11/2024 13:57:54

* Please fill in the required fields

At the bottom of the page, there are 'Save' and 'Back' buttons.

November 10, 2024