

Have limited time? Use these simple **daily**, **weekly**, and **monthly** steps, and you'll find that engaging your community is easier than you thought!

Daily



Review what's new.

- Log in to your site manager panel and review any new or pending content.



Check out the view!

- Explore the volunteer side of your site to ensure that it's up to date and engaging. Old or stale information can be confusing and may cause visitors to lose interest.

Weekly



Feature a program or opportunity on social media.

- Share frequently to promote awareness and draw more visitors (and volunteers!) to your site.



Keep up with new programs.

- Offer a hand to programs who started a profile but didn't finish. This is a great chance to start a new relationship.

Monthly



Plan what you'll highlight this month.

- Use spotlights and image rotator to get visitors excited about a current program, seasonal needs, upcoming events, and more.



Check your Program Activity Report

- Identify which program managers need assistance, guidance, or training ... and ask how you can help!

Intrigued by what you've read, but aren't sure where to start? Email our Customer Care team at support@galaxydigital.com. They'll be happy to provide inspiration and instruction!