

On Point for College Volunteer Program

Signing Up For a Ride Request in the Volunteer Database

On Point for College (OPFC) utilizes the interface, Opptuna, to manage transportation requests and notify volunteers of upcoming opportunities. The Volunteer Database offers the following features to volunteers:

- Review current ride requests
- Volunteer for ride requests that suit your preferences
- View personal rides history for tax write-offs

Selecting a Ride Request

1. From the Home screen you can filter ride requests according to your personal preferences.

The screenshot shows three dropdown menus for filtering ride requests. The 'Ride Date' menu is open, showing options: 'Future Only', 'Last 30 days', and 'Any...'. The 'Status' menu is open, showing options: 'Any..', 'Covered', 'Not Covered', and 'Canceled'. The 'Location' menu is open, showing options: 'Any..', 'ASA College in Brooklyn', 'Saratogo', and 'Adelphi'.

2. You can also sort ride requests by three criteria to identify rides you may be interested in: ride date, location, and added date.

The screenshot shows the 'Sort By' dropdown menu with options: 'Ride Date', 'Location', and 'Added Date'. The 'Ride Date' option is selected.

3. Once you have selected your search criteria press the SEARCH button and your results will appear on the Rides Summary Screen.

Rides Summary

Please use the fields below to specify search criteria.

Ride Date: Future Only Status: Covered Location: Any..

Sort By: Ride Date Reset Search

Results (3)

Ride Date	Day	Time	Job Type	Location	Reason	Driver	Added
02/23/2020	Sun	any	Drop Off at	Monroe	End of winter recess	Flynn, Joyce	02/06/2020
02/23/2020	Sun	any	Drop Off at	Monroe	End of winter recess	Flynn, Joyce	02/06/2020
02/23/2020	Sun	any	Drop Off at	Monroe	End of Winter Recess	Flynn, Joyce	02/13/2020




Results (3)

Click to volunteer to drive.

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- All ride requests are entered with a reason in the comments section. To see the details of a ride select the Reason description.

Reason
 End of winter recess
 End of winter recess
 End of Winter Recess






- When you select the Reason description, you will be brought to the Ride Details screen.

Ride Details:
[Edit](#) [Cancel](#) [Delete](#)

Ride Date: Sun 02/23/2020	Students: Bryan Powell
Time: any	Mobile: 315-383-2628
Ride Type: Drop Off at	Email: bpowel34@gmail.com
Location: Monroe	Driver: Flynn, Joyce
Reason: End of winter recess	Mobile: 315-289-9039
	Email: jhflynn56@gmail.com
	Driver added: 2020-02-11 21:04:20
Ride Added By: Katie Schmid - 2020-02-06 16:32:56	
(view complete history)	

Committing to a Ride Request

- After you identify a ride that you would like to cover, select the Not Covered icon in the Driver field.

 not covered	Ride Date	Day	Time	Ride Type	Location	Reason	Students	Driver	Added
	11/01/2019	Fri	any	Pick Up from	Genesee	 End of Thanksgiving Break	Nyrayia Drake	 not covered	11/25/2019
	10/20/2019	Sun	any	Drop Off at	Alfred Univ.	 Returning back to school...	Karissa Blackshear	 not covered	10/21/2019

- A confirmation screen will appear asking you to commit to driving. Select OK.

The page at <https://onpoint.op...>

Commit to driving?

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- Once you have committed to cover a ride the Ride Detail screen will update to include a Thank You note.


Ride Detail

Details:

Ride: Wed 07/11/2012
Date:
Time: arrive by 9:30am
Ride: Other
Type:
Location: [TC3](#)
Reason: These students need to attend a meeting at 9:45. The driver needs to wait until they are done with the meeting and bring them back to Syracuse after the meeting is over.

Students:
Simpson, Kairon
Kairon Simpson
Phone: old Cell-726-1528 / 200-8623 / new cell 315-314-0610
Email: kairon.simpson@yahoo.com
Moore, Raynisha
Raynisha Moore
Phone: 412-2747 / 315-604-7020 new cell / sister 317-2750
Email: rm018@mymail.tc3.edu
Driver: Thanks! You have committed to driving for this ride. If you are unable to fulfill this commitment, please notify the administrator ASAP.

- Once you have committed to cover a ride you will receive an email similar to the one below:



Tue 11/26/2019 12:23 PM
On Point for College <noreply@purplewire.com>
Driver Confirmation: 12/01/2019 Drop Off at Potsdam

To Katherine Schmid

You have committed to providing a ride. If you have received this email in error, or are not able to provide the ride, please contact the administrator ASAP at tpctransportation@gmail.com.

Please contact your student(s) ASAP to make arrangements. Thanks!

Ride Details:
Date: 12/01/2019 Time: any
Ride Type: Drop Off at
Location: Potsdam
Students:
Niloofer Cheraghvandi
Mobile: 315 235 9700 Email: [Niloo.cher@yahoo.com](mailto:niloo.cher@yahoo.com)

Ride Request Notification Emails

You will receive transportation requests via email. The emails show rides covered and not covered.

Recently Covered

No trips have been covered since the last email on 2020-01-27

Not Covered

The following trips need a driver

Ride Date	Day	Time	Ride Type	Location	Reason
02/23/2020	Sun	any	Drop Off at	Monroe	End of winter recess
02/23/2020	Sun	any	Drop Off at	Monroe	End of winter recess
02/14/2020	Fri	any	Pick Up from	Monroe	Winter recess
02/14/2020	Fri	any	Pick Up from	Monroe	Winter recess

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Canceling a Ride

Please call or email the Volunteer Coordinator if you are no longer able to cover a ride.

Katie Schmid

(315) 741-0607

katherineschmid@onpointforcollege.org

Additional Volunteer Database Features

You can review a list of the rides you have committed to by selecting the Rides tab, then My Rides History.

Home Rides My Account Help

Tanya Eastman Logout

My Rides History

Results (1)

Ride Date	Day	Time	Job Type	Location	Reason	Driver	Added
07/11/2012	Wed	arrive by 9:30am	Other	TC3	These students need to at...	Eastman, Tanya	06/27/2012

Forgot Your Password

If you have forgotten your password go to the Volunteer Database website and click the Forgot Your Password link. You will be asked for your username (usernames are always your email). On Point for College will send an email to the email address associated with your account that will enable you to reset your password.