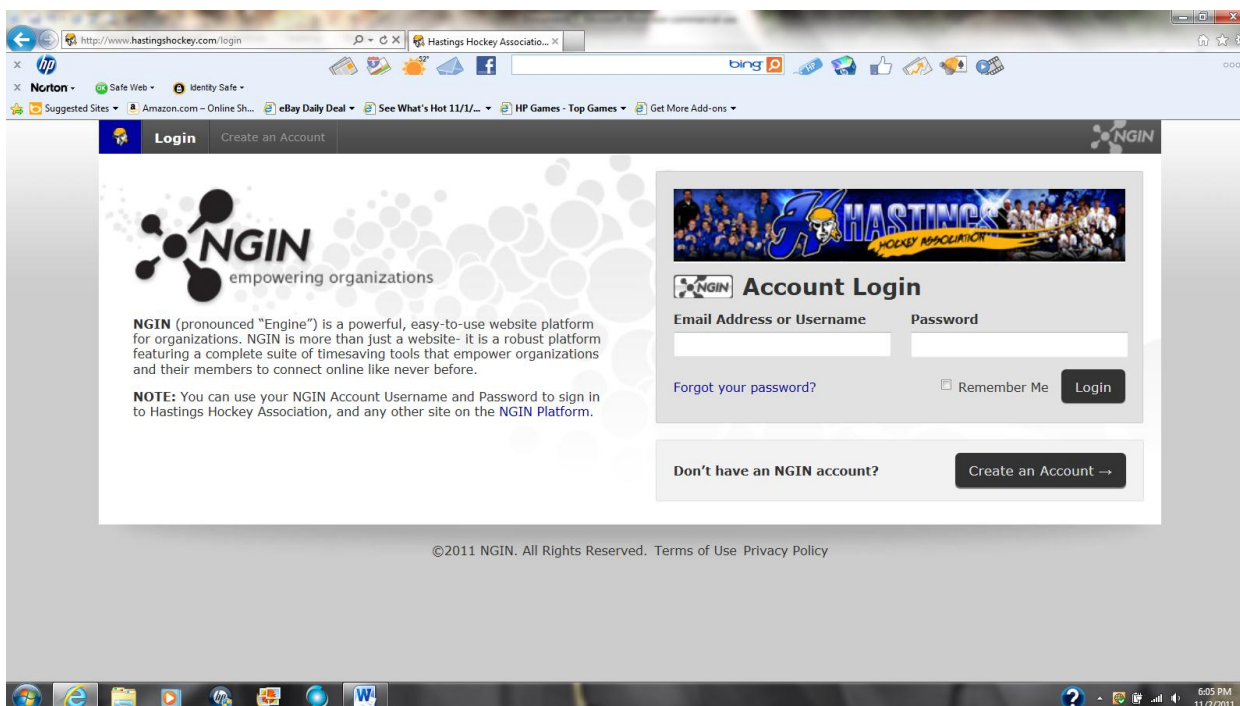


# INSTRUCTIONS FOR LOGING INTO AND USING DIBS

This is the screen you see when you click on the DIBS tab.  
Click on the **login** button to login and begin.



**Login.** Please use the user name and password that you registered your child with. Do not create a new user name and password.



Once logged in, you can either **click on an available session**, or where you see your child's name, you can click on **Claim DIB Items**.

**Signed in successfully.**

**Lisa Foster** My Dibs: View all of my currently claimed DIB items.

Active Archived

"Dibs" is an online tool that helps keep members organized by providing a platform to assign and claim responsibility. Site members can browse DIB Sessions below and claim responsibility for DIB Items. Members then complete DIB Items to fulfill their DIB Session requirements.

**Assigned DIB Sessions**

DIB Session	Assigned To	Claimed	Complete	Required	Session Progress	Responsibility Status
2011-2012 Traveling 1st and 2nd Players	Jacob Enrico Foster	0	0	14	0%	Unfulfilled Claim DIB Items
2011-2012 In-House Mites	Alexander David Foster	0	0	2	0%	Unfulfilled Claim DIB Items
Squirt Traveling	Alexander David Foster	0	0	14	0%	Unfulfilled Claim DIB Items

**Available Sessions**

- 2011-2012 Traveling 1st and 2nd Players
- 2011-2012 Traveling 3rd Player
- 2011-2012 Traveling 4th or subsequent player (No Volunteer Requirement)
- 2011-2012 In-House Mites
- 2011-2012 In-House Squirts
- Squirt Traveling

If there are DIBS opportunities available you will see this screen. Then click on the DIB Item you would like to claim.

**dibs**  
CLAIM RESPONSIBILITY

**Lisa Foster** My Dibs: View all of my currently claimed DIB items.

Dibs > 2011-2012 Traveling 1st and 2nd Players My DIB Sessions: 2011-2012 Traveling 1st and 2nd Players

**2011-2012 Traveling 1st and 2nd Players**  
Jacob Enrico Foster has currently fulfilled 0 of 14 required credit(s). The maximum credits allowed for this DIB Session is 28.

List View Calendar View

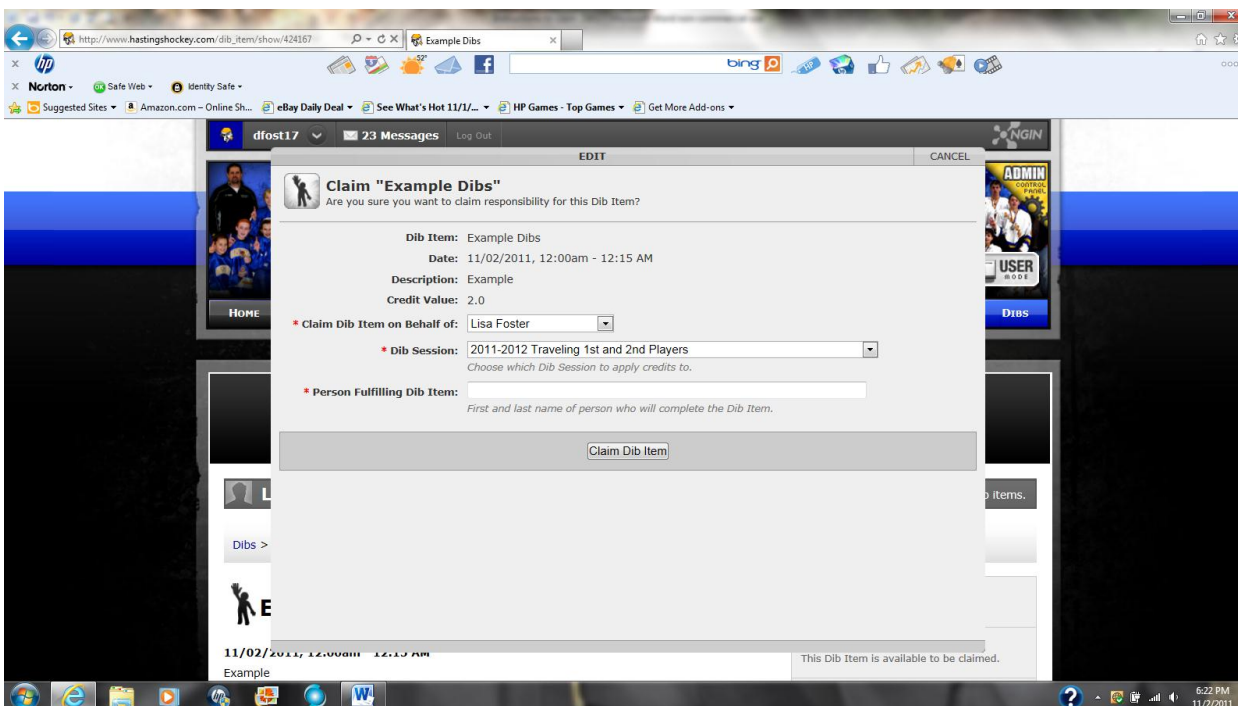
Has Date/Time From 11/02/2011 Location: Category:  
 Has no Date/Time to 11/02/2011 All Any  
 Credit Value: (blank for any) Filter DIB Items

DIB Item	Credits	Location	Date/Time	Category
Example Dibs	2	West Rink	11/02/2011, 12:00am - 12:15 AM	Tryouts

You will then see this screen. If this is the item you would like to claim, click on **CLAIM THIS DIB ITEM.**



Then it will pull up a full description of the item you would like to claim.



## IMPORTANT:

Fill in the \* fields. PLEASE NOTE THE DROP DOWN FEATURE- PLEASE CLICK ON YOUR CHILDS NAME WHEN FILLING OUT THE FIELD LABELD CLAIM DIB ITEM ON BEHALF OF. You may have several people that are listed here, in this example, Lisa registered the players, Dave is registered as a coach, and Jacob and Alex are the actual players. If you do not put your child's name in this feature, you will be putting in a separate account for yourself requiring this person to also complete hours.

**Claim "Example Dibs"**  
Are you sure you want to claim responsibility for this Dibs Item?

Dibs Item: Example Dibs  
Date: 11/02/2011, 12:00am - 12:15 AM  
Description: Example  
Credit Value: 2.0

\* Claim Dibs Item on Behalf of: Jacob Enrico Foster  
Lisa Foster

\* Dibs Session: Jacob Enrico Foster and 2nd Players  
Alexander David Foster  
David Foster

\* Person Fulfilling Dibs Item:   
First and last name of person who will complete the Dibs Item.

[Claim Dibs Item](#)

If the DIBS session does not automatically populate choose which DIBS session you will be putting these credits towards.

**Claim "Example Dibs"**  
Are you sure you want to claim responsibility for this Dibs Item?

Dibs Item: Example Dibs  
Date: 11/02/2011, 7:31pm  
Credit Value: 2.0

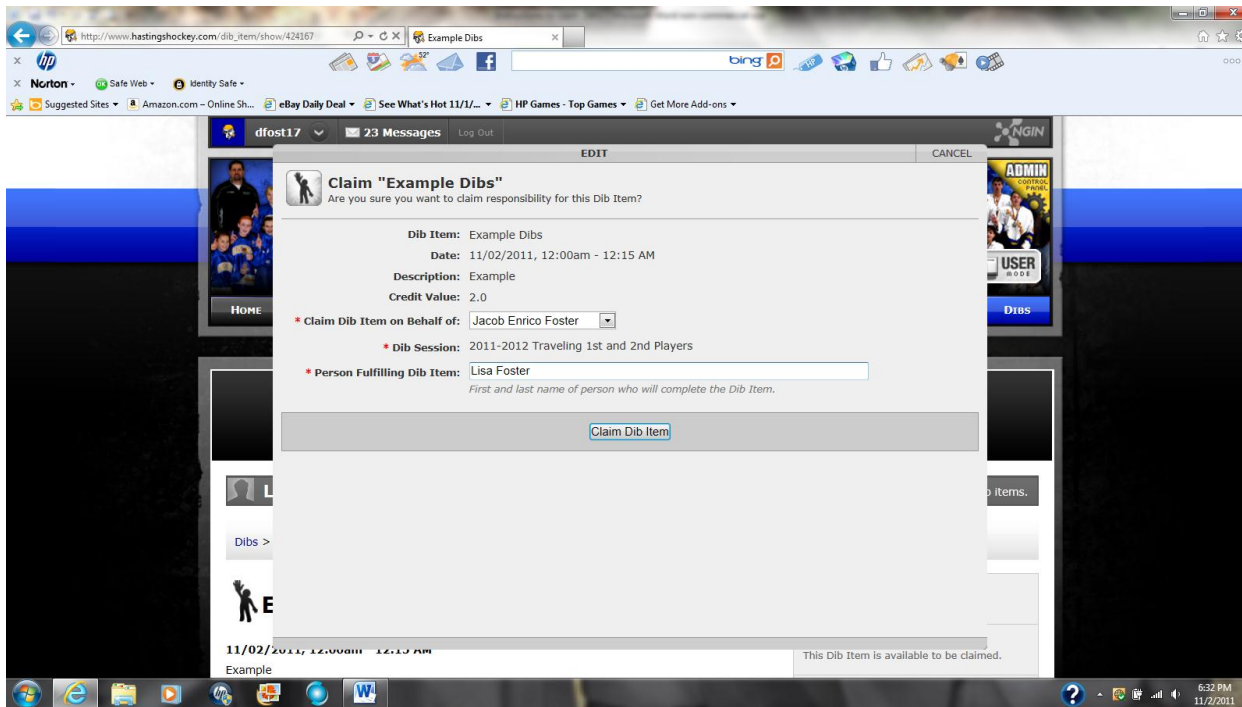
\* Claim Dibs Item on Behalf of: Alexander David Foster

\* Dibs Session: 2011-2012 In-House Mites  
2011-2012 In-House Mites  
Squirt Traveling

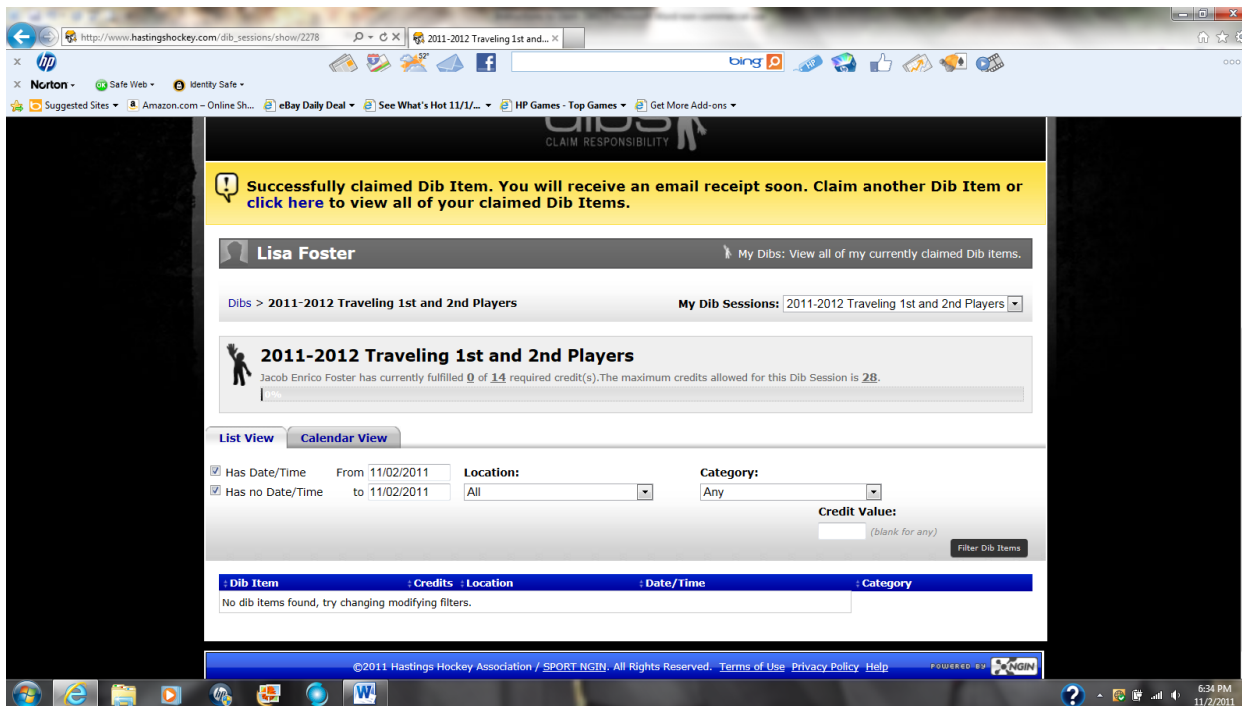
\* Person Fulfilling Dibs Item:   
First and last name of person who will complete the Dibs Item.

[Claim Dibs Item](#)

Then include the person fulfilling DIBS item. This is the person that will actually be working; this is where you type your name or whoever else will be working.



After the \* fields are completed, then click on **Claim Dib Item**. Then you will see this screen verifying that you have successfully claimed this item. If opportunities are available, you will also see more opportunities listed and have the opportunity to claim more.



\*\*\*\*Please Note\*\*\*\*

If after you log in and you see this screen stating “No dib items found, try changing modifying filters”; if the date frame is current, it means that there are currently no DIBS items to claim.

