Go to the homepage (https://www.temg.tennessee.edu), click on register.
All volunteers (even experienced ones) will need to create a new account. Put in your email and then create a new password of your choosing.
After you enter your email, it will be cross-referenced with emails in our Extension volunteer database.

1. If your email matches, then you will be registered in the system and asked to go to your profile page on the new website to update information.

2. If the email doesn’t match, you will be asked to contact your agent to update emails in our main volunteer system.
Once you register and then log in, this is the main volunteer dashboard where you can see all your service and education.
Click on the project icon at the top of the page to log service hours.
Click log project hours (it will turn green). Then select from a project in your group from the drop down menu. Make sure to click the magnifying glass to go to that project.
Click on the CEU icon at the top of the page to log education hours.
Click on the log project hours (it will turn green). Then boxes will pop up in the screen below to enable you to input your education hours.
Add in the program name and description. Then choose from a range of categories (just select what best describes the event). Add in your hours and the date and hit submit.