

DCYH DIBS User Guide

Welcome to DCYH Dibs Volunteer Signup Program

DCYH Volunteer Program utilizes a "Dibs" module on the DCYH website to list, claim, and track volunteer opportunities (Dibs). Registered SportsEngine users can browse assigned Dib Sessions and claim responsibility for Dib Items. Members then complete the Dib Items to fulfill their hour/credit Volunteer Program requirement. See complete details on Dibs requirements here: www.dcyh.org/dibs

Your Dibs Account

The email account used to register your player(s) is assigned to any applicable Dibs Sessions. Any guardians listed in a player(s) SportEngine profile can claim Dib Items. But only the primary account will be able to see the session status, as shown in the [Dibs Status](#) section below.

Accessing and Claiming Dibs Sessions

To access a Dib Session that has been assigned to you:

1. Login to the website
2. Click on the DIBS tool from the left navigation menu or click www.dcyh.org/dib_sessions



3. Here, you can browse assigned Dib Sessions and claim responsibility for Dib Items that you would like to complete to fulfill your Dib Session requirements. Click on the Dibs session you would like to access.

Dodge County Youth Hockey Dib Sessions


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.

Dib Session	Athlete	Progress
2024-2025 Squirr/10U and Above Dibs		0% 0.0 Completed 0.0 Claimed 18.0 Needed
2024-2025 Multiskater Discount Dibs		0% 0.0 Completed 0.0 Claimed 6.0 Needed

Available Sessions

Dib Session
2024-2025 DCYH Preseason DIBS

Viewing the Dibs Session:

List View and Calendar View tabs at the top of the Dibs Session allow you to display available Dibs Items on a filterable list or on monthly calendars. For either view, only available Dibs Items are displayed. Claimed Dibs items will only display for individuals with Administrator access.

List View Calendar View

Has Date/Time From: 4/1/2023 Location: Category: Credit Value: Status:

Has no Date/Time To: 8/18/2024 All Any (blank for any) All

[Filter Dib Items](#)

Claiming Available Dibs Item:


- Select the available Dib Item to see additional details

Item	Credits	Location	Athlete	Fulfiller	Status	Date/Time	Category
Concessions	2	Dodge County Ice Arena	-	-	Unclaimed	08/18/2024, 11:00am CDT - 1:00pm	Concession Stand
Concessions	2	Dodge County Ice Arena	-	-	Unclaimed	08/18/2024, 1:00pm CDT - 3:00pm	Concession Stand
Concessions	2	Dodge County Ice Arena	-	-	Unclaimed	08/18/2024, 3:00pm CDT - 5:00pm	Concession Stand
Concessions	2	Dodge County Ice Arena	-	-	Unclaimed	08/18/2024, 5:00pm CDT - 7:00pm	Concession Stand

18

Concessions
11:00am-1:00pm
Dodge County Ice
Arena

2. To claim a Dibs, select *Claim this Dib Item*

 [Redacted] My Dibs: View all of my currently claimed Dib items.

Dibs > > Concessions

Concessions

08/18/2024, 11:00am CDT - 1:00pm 📅

Concession Stand

Location: Dodge County Ice Arena

Category: Concession Stand

Dib Session(s): 2024-2025 Termite Dibs 2024-2025 Multiskater Discount Dibs 2024-2025 Squirt/10U and Above Dibs 2024-2025 Supermite Dibs

[Claim this Dib Item](#)

Credit Value: 2

Credit issued upon completion.

Status: Available

This Dib Item is available to be claimed.

Cancellation Prohibited: 1 day before event.

After claiming this item, responsibility can be canceled until Sat Aug 17th 2024, 11:00am CDT

3. Complete required information

Claim "Concessions"

Are you sure you want to claim responsibility for this Dib Item?

Dib Item: Concessions

Date: 08/18/2024, 11:00am CDT - 1:00pm

Description: Concession Stand

Credit Value: 2.0

* **Athlete:**

* **Dib Session:** 2024-2025 Squirt/10U and Above Dibs

* **Fulfiller Name:**
First and last name of person who will complete the Dib Item.

* **Fulfiller Phone Number:**

* **Fulfiller Email Address:**

[Claim Dib Item](#)

Dibs Status: Reviewing, Verifying Completion & Canceling Hours

1. To Review claimed Dibs items, click here

 [Redacted] My Dibs: View all of my currently claimed Dib items.

Active Archived

2. To verify current completion status, view the “Progress” bar

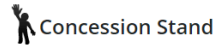
Active Sessions		
DIB SESSION	ATHLETE	PROGRESS
2024-2025 SQUIRT/10U AND ABOVE DIBS Dodge County Youth Hockey		<div style="width: 0%;"><div style="width: 100%;"></div></div> 0% 0.0 Completed 0.0 Claimed 18.0 Needed
2024-2025 MULTISKATER DISCOUNT DIBS Dodge County Youth Hockey		<div style="width: 0%;"><div style="width: 100%;"></div></div> 0% 0.0 Completed 0.0 Claimed 6.0 Needed

3. Verify completion of individual Dib Items or Cancel, if needed

- a. **To Verify Completed Hours:** From listed Claimed Items, select the completed Dib Item. Verify Completion by selecting the “Verify Completion” option on the right-hand side. Once an admin verifies your completion, your account will receive the credit value for the volunteer shift.

Claimed Items				
DIB ITEM (CREDITS)	SESSION	DATE / TIME	ATHLETE / FULFILLER	STATUS
Concession Stand	2024-2025 DCYH Preseason DIBS Dodge County Youth Hockey	05/28/2024, 5:30pm CDT - 6:30pm		Claimed

Dib Sessions and Claimed Items



05/28/2024, 5:30pm CDT - 6:30pm
Learn to skate
Category: Concession Stand
Dib Session: 2024-2025 DCYH Preseason DIBS

Credit Value: 1
Credit issued upon completion.

Status: Claimed
This Dib Item has been claimed.
Is this Dib Item complete?
Verify Completion

Athlete:
Fulfiller:

Cancellation Prohibited: 0 days
This Dib Item can no longer be canceled without contacting the Admin.
Request Cancellation

- b. **To Cancel Assigned Hours:** From listed Claimed Items, select the assigned Dib Item. Cancel by selecting the “Cancel Claim” option on the right-hand side. You MUST cancel at least 48 hours prior to your scheduled Dib.

Credit Value: 2
Credit issued upon completion.

Status: Claimed
This Dib Item has been claimed.
Is this Dib Item complete?
Verify Completion

Athlete:
Fulfiller:

Cancellation Prohibited: 2 days before event.
Responsibility can be canceled until Fri Aug 16th 2024, 11:00am CDT.
Cancel Claim

Questions?

If you have questions, contact the Dibs team at dibs@dcyh.org