

# Logging Hours in Trailbot

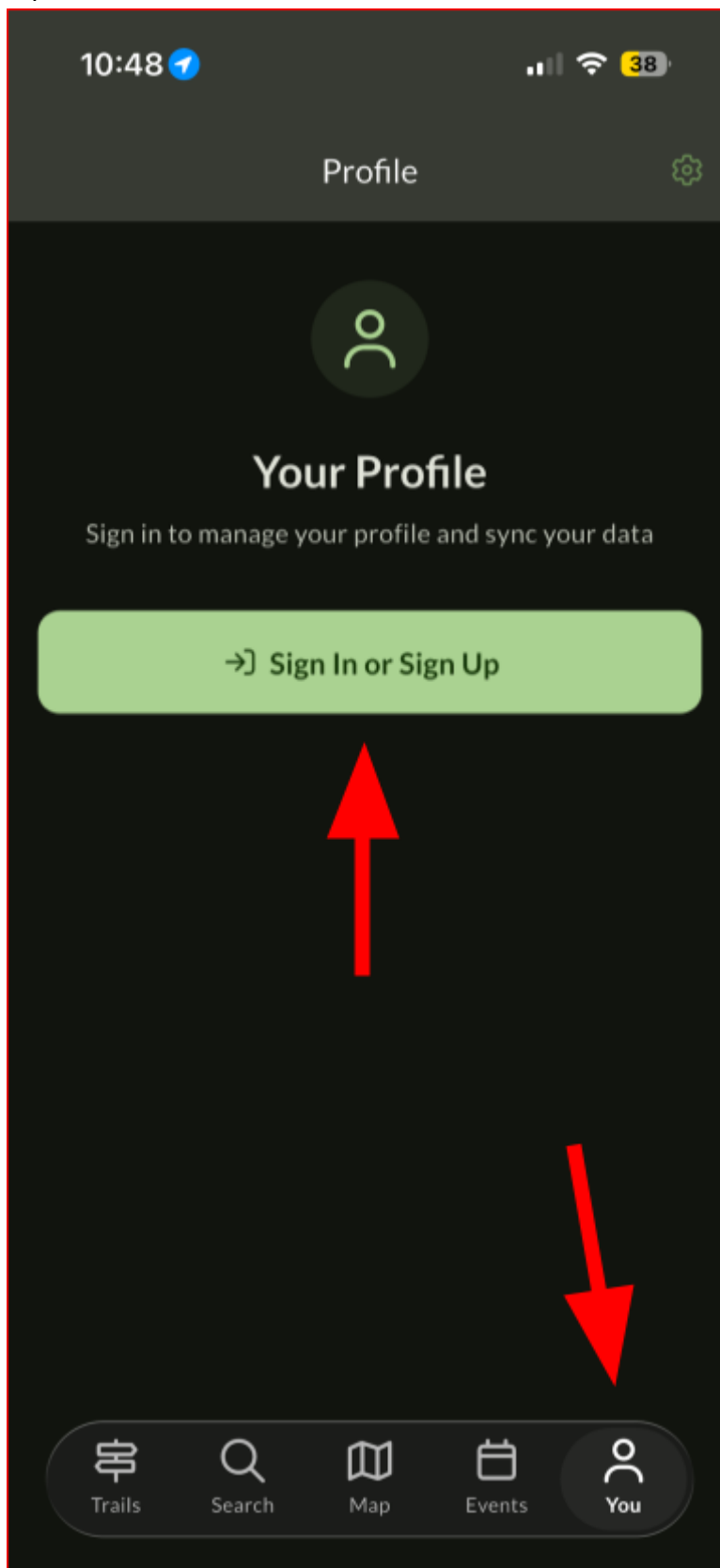
# Logging Hours in Trailbot

## Method 1: Trailbot App from Home Page

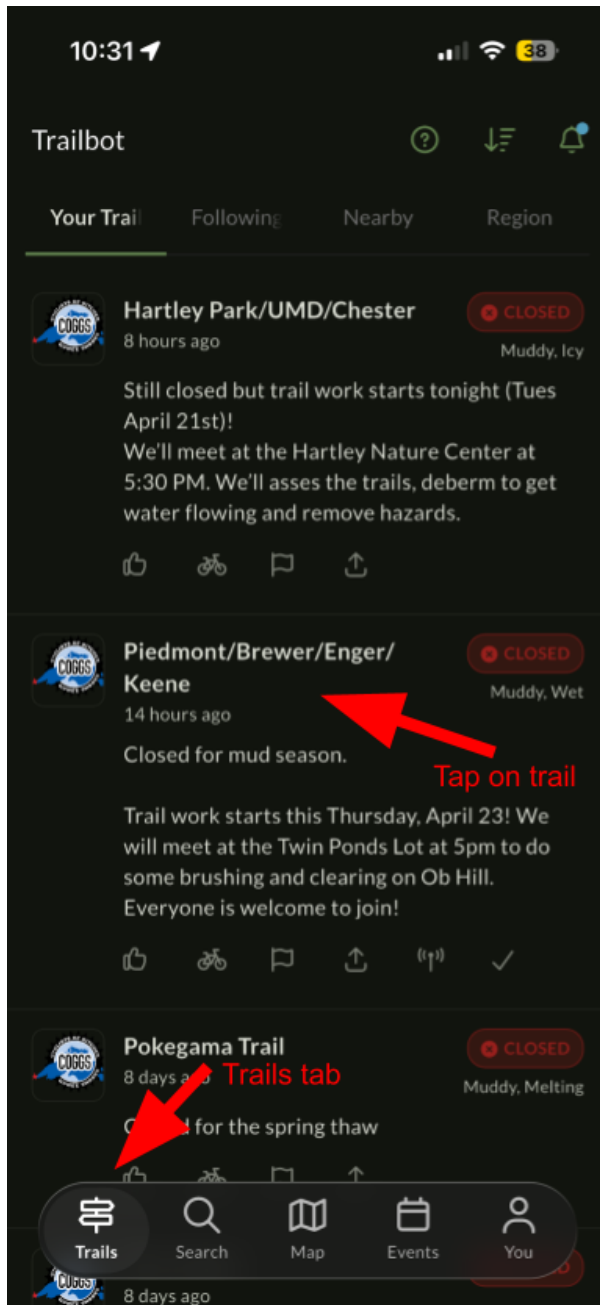
This method requires you to first create an account at [trailbot.com](https://trailbot.com) using the email address that the Trailbot welcome email was sent to.

1. Download the Trailbot app (if you do not already have it on your phone).

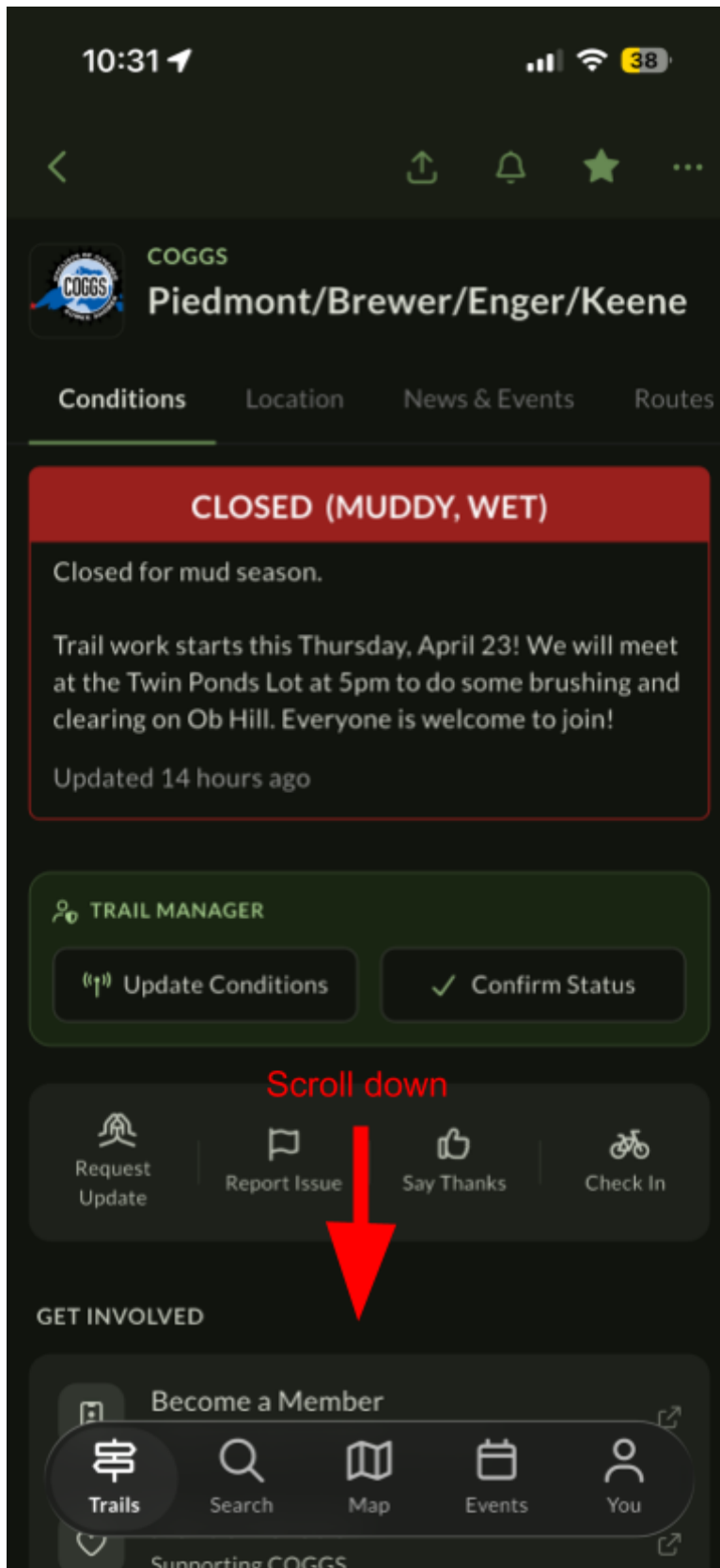
2. Tap on “You” in the menu at the bottom of the screen, then tap on “Sign In or Sign Up”

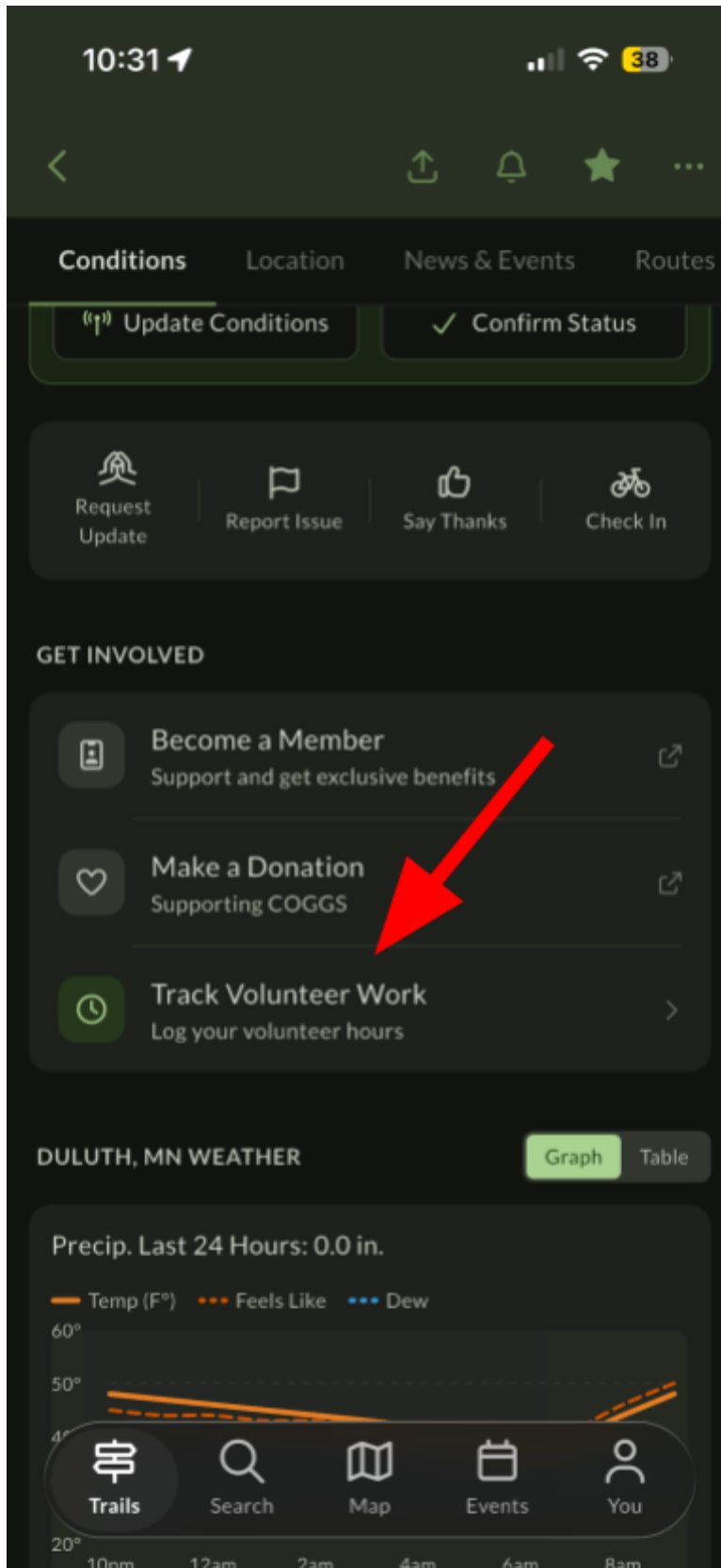


3. Create and/or log in to your account using the email that the Trailbot welcome email was sent to.
4. Once you have logged in, tap on “Trails” in the menu at the bottom of the screen and tap on the trail you wish to log hours for.



5. Scroll down until you see “Get Involved” and tap on “Track Volunteer Work”.



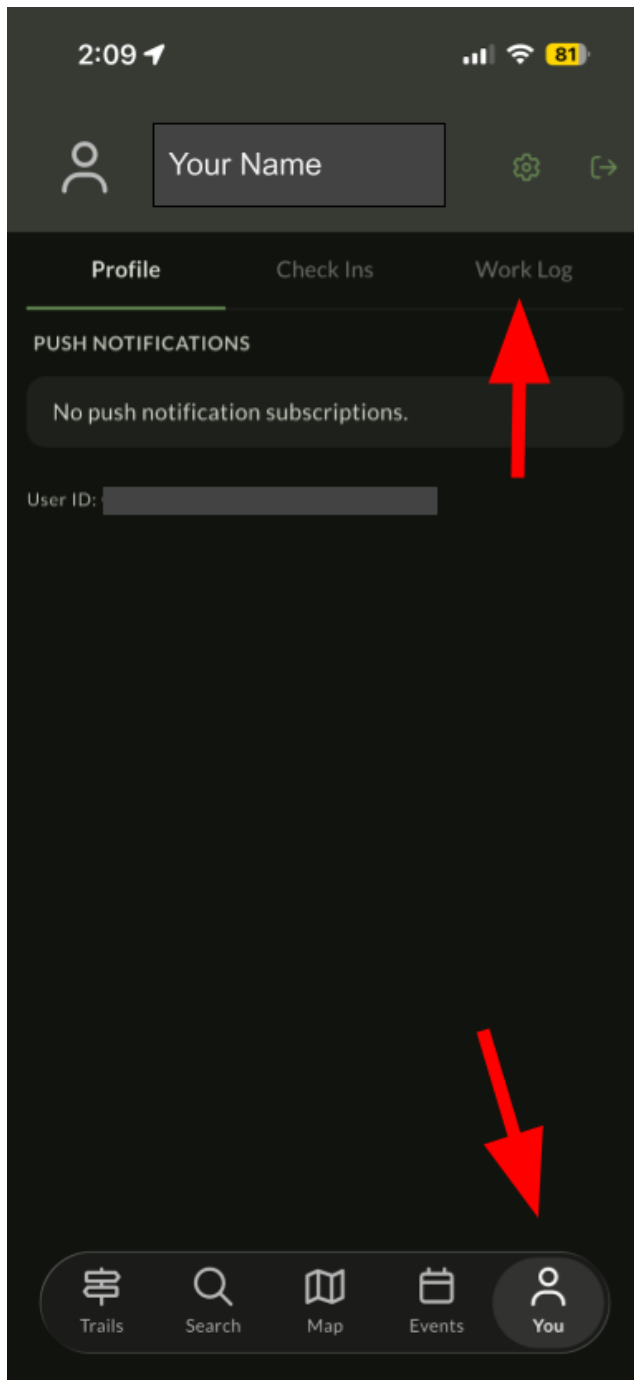


6. Enter the date, work duration, and any work descriptors, and then tap "Submit Hours".

## Method 2: Trailbot App from “You”

You must be logged in to Trailbot.

1. Tap on “You” in the menu on the bottom of the screen and tap on “Work Log”.



2. Tap on “Add Worklog”.

2:10



Your Name



Profile

Check Ins

Work Log

+ Add Worklog

### YOUR WORK LOG



Your work logs here



Trails



Search



Map



Events



You



COGGS

3. Select the trail system, enter the date, work duration, and any work descriptors, and then tap "Submit Hours".

### Method 3: Web Form

Fill out the form at <https://trailbot.com/worklog/7aa5b214-9b2e-4633-8868-20a5aabda44d>