MobileServe: Discover and Log Your Community Engagement

Bellarmine University Center for Community Engagement

The MobileServe platform is available to all Bellarmine students, faculty, and staff. MobileServe makes tracking and verifying community engagement hours easy. Plus, the platform allows volunteers and organizations to share stories, connect people with organizations, and inspire a culture of doing good.

INSTRUCTIONS TO ACCESS MOBILESERVE:

1. Go to one.bellarmine.edu and click on **MobileServe** (under "Student Life" for students or "Employee Services" for faculty/staff) to go straight to the MobileServe platform. Download the MobileServe app for easy access.

2. When logging into the app for the first time, tap on the **Microsoft logo** to log in with your Bellarmine credentials.

3. Accept the permissions (to sign-in).

4. Upload a profile photo or skip (and add photo later!).

5. Click **Start Serving** to log hours or click **Opportunities** to discover new organizations and volunteer needs.

6. Verify your community engagement by sending a verification email to the organization supervisor with whom you worked.

INSTRUCTIONS TO LOG HOURS FOR A CLASS OR STUDENT ORGANIZATION:

1. Click the **Settings** icon next to your name.

2. Select **Organizations**.

3. Click **Join Organization** and enter your special code.

4. [See the list of all organization/class codes](#).

5. When you log hours you'll be able to designate a specific Bellarmine subgroup.

6. Your faculty member or student organization leader will be able to see your verified service experience.

The Center for Community Engagement is happy to host a virtual MobileServe information session for your RSO, team, or class. To arrange this or to ask further questions about the MobileServe platform, reach out to SGA VP of Community Engagement and Campus Culture, Addie Rogers, at arogers10@bellarmine.edu, or Associate Director of Community Engagement, Dr. Liz Todd Byron, at etodd@bellarmine.edu. For more information on how to use MobileServe, [click here](#).

For more information about Impact Grants, contact Liz Todd Byron, Associate Director of Community Engagement at etodd@bellarmine.edu.

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