

## Volunteer Toolkit for My Black Counts

Thank you again for helping us spread the word about the census and its importance to our community. You can spread the word with your family, friends, and people in your personal networks. Take these 5 easy steps to get started.

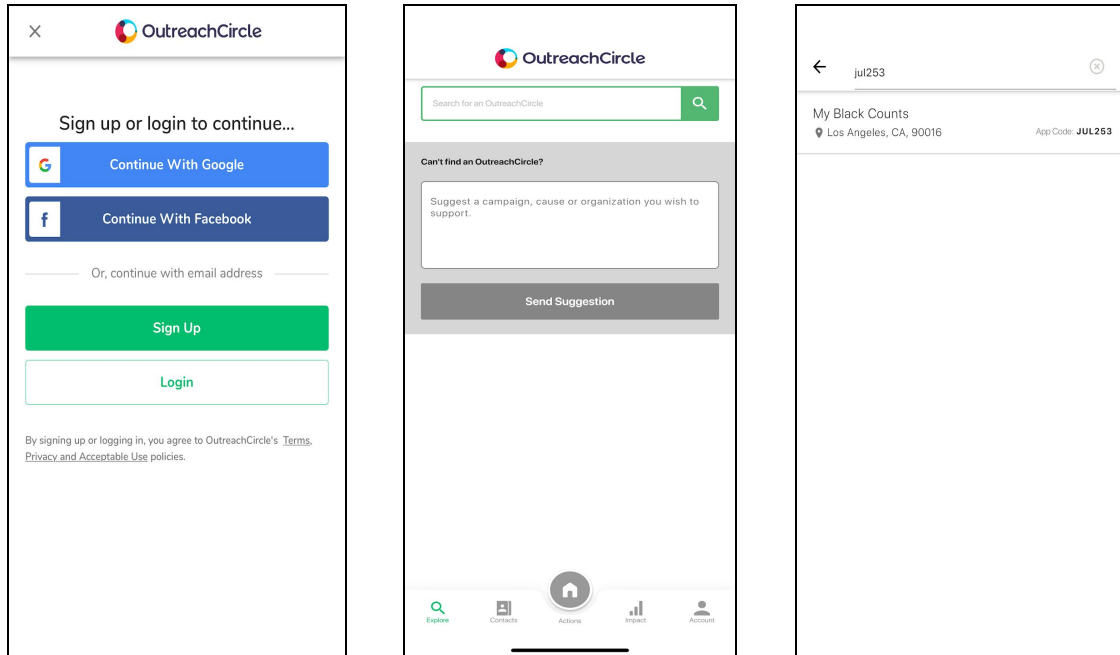
1. **\*READ AND REVIEW THIS ENTIRE DOCUMENT.\*** It will make your entire experience much easier. Then proceed step by step. Pages 2 and 3 are mostly visuals. You got this!
2. [Outreach Circle is our volunteer tool](#) that you will use to spread the word. By clicking on the link you will be sent to our Outreach Circle page to register. Once you are on that page, you will need to **select the “Become a Supporter”** option in order to begin.
3. Watch this quick 5 minute video that walks you through how to sign/log in, as well as give you step by step instructions for Taking An Action: [Outreach Circle Video](#).  
**TIP:** Below, there are also instructions that are written out along with visuals on HOW TO GET STARTED.
4. Be sure to join our [VIP Members Facebook Group](#) for updates, answers for any questions or to simply connect with other volunteers! The facebook group is the best way to communicate with us. We monitor the group throughout the day. Tap in!
5. [Watch Our Live Training Playback!](#) On **6/4/2020** we hosted a live online Outreach Circle Training. We covered who we are, the work My Black Counts does, the Census, the importance and appreciation of the work that you are doing, as well as explaining how to complete actions in Outreach Circle. Please watch our playback video [HERE](#) for an in depth discussion about our movement and how you get started in Outreach Circle. We will keep you posted on upcoming opportunities to meet the team and attend trainings in the future.

### **HOW TO GET STARTED ON OUTREACH CIRCLE:**

- a. Download ‘Outreach Circle’ via the App Store/Google Play Store
- b. Sign Up for Outreach Circle by using an email address and creating a password
- c. Log in to Outreach Circle using your Email or Facebook login information
- d. Go to the ‘Explore’ page on the bottom left corner of the screen
- e. Enter ‘JUL253’ (the App code) in the search bar to reach the BCRH Action page.

**\*Please note that if you have used Outreach Circle before, you may need to use different email address in order to see the My Black Counts homepage correctly\***

Check out the images below for a visual of the previous instructions...



All actions will have in-app assistance once you click on it. For example, an action asking to watch a video requires you to simply click on the play button, and it will automatically take you to the video source for it to be watched. Other actions such as Texting or Emailing may have multiple steps in order to be completed.

### 1. **How to Take an Action in less than 10 minutes!!**

- a. Click on the Action you wish to complete
- b. Click on the Personalized Message to ensure there are no mistakes or errors
- c. Add Contacts with your Email, Phone Contacts, Google Numbers & etc.
- d. Choose the people you wish to Text or Email
- e. Press Send to spread the word!

Check out the images below for a visual of the previous instructions...

