

ARES Connect

Reporting Your Time After An Event

Time, Person Hours, Work Time, or what ever is main reason for ARES Connect.

But...

There is a bigger and more important reason for reason for reporting the time that you spend as an ARES Volunteer. The time that you report forms the very picture of how Amateur Radio contributes in a beneficial way to helping and protecting people. ARES Volunteer Time reports are used when the ARRL “sells Amateur Radio” to the FCC, other government officials, Congress, the Senate, and the public in general.

Whether it is keeping a watchful eye on runners or riders during a race, reporting the needs of a shelter manager caring for displaced persons, sending a list of needed supplies from a hospital, watching the weather for Skywarn, helping to install radios in an EOC, or working with the latest whiz bang technology that will make information move faster, then reporting that time helps keep Amateur Radio in existence.

More and more there is push back from those who make the decisions in Washington that ask for details on how much effort was there to help with a specific, usually high profile, incident. Lump sums don't work. Details are important. ARES Connect gives those details if we in the field do our job and report our time accurately.

Lets get this done....

Please do this after every event and at least before the last day of the month!

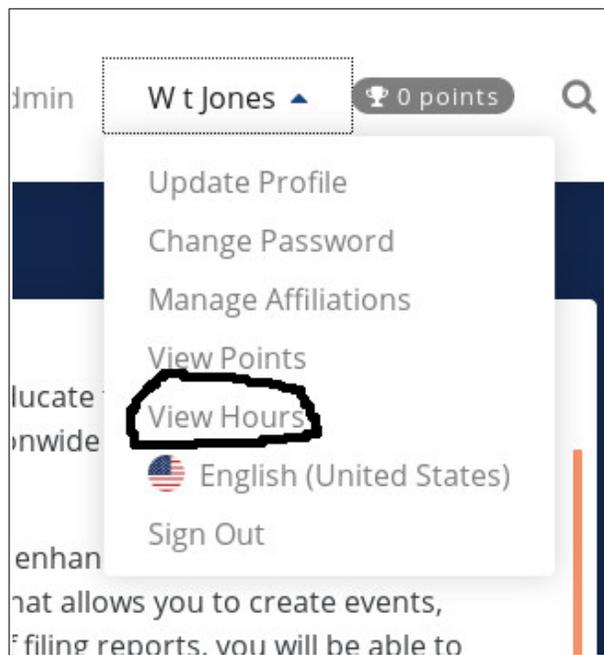
Log on to ARES Connect....

<https://arrl.volunteerhub.com/lp/epa>

Once logged on you will be at your main page. It should look like this...



The area in the circle should show your name. The down pointing caret indicates a menu is available. Just click once on your name to view the menu.



You are looking for the “View Hours” as circled in the image. I know, you are looking to Enter Hours. Trust us on this. We’ll get you there.

Click on the “View Hours” menu item.

The “My Hours” screen is displayed and you are looking for the “Report Hours” Button.

My Hours

View and report hours.

Report your hours for a recent activity or view your volunteer history for a specific date range.

REPORT HOURS

VIEW HOUR HISTORY

MY TOTAL HOURS

103.65 hours

If there is an event that requires you to report your hours then the “Report Hours” button is shown.

If the “Report Hours” button is not shown then you are up to date and are done. You can sign out or do what you would like to do such as review the Calendar to see if there are any events that you might want to register for.

If the person creating the event sets to “self reporting not allowed” then you do not have to enter hours. You don’t see this so be sure to check to see if hours need to be reported. If “not allowed” is set then the EC will enter the hours for the event.

If you have an Event that needs hours reported the Event will be shown along with a field for your time.

Name of Event

Select an event from the drop down to enter hours.

paNBEMS Sunday Digital Net (Sunday, May 19) ▾

Hours Worked

Simply type the number of hours (decimal format for parts of an hour) into the Hours Worked, click on the “Submit” button and its done.

The Event that needed the hours will go away and just the “View Hours” will be displayed if there are no more events to report time for.

At that point you are done and can sign out of ARES Connect.

How should I report 1 and a quarter hours?

Every 6 minutes is a .1 hours. As a general rule of thumb round UP to the next half hour. So for 1 and ¼ hours just put 1.5. Don’t forget to include your time to get to the event and get home.

How often should I report my hours?

The best way is right after the event which could be a race, net, meeting, what ever. Put your time in as soon as you can but **always get it in before the last day of the month.** The last day of the month is when the ARRL grabs the time for the reports.

That is about it for the regular ARES Connect User. That’s you! The people in the trenches that do the work.

You need to create an account on ARES Connect, Register for Events, and be sure your time is entered. That is it for you. The people that have volunteered to be ECs, DECs, and SECs have to take it from here. Rest assured that they appreciate your help and use of ARES Connect.

73,
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