# Angel Tree App for Volunteers

The **Angel Tree® app** is an online tool that helps you manage your Angel Tree Christmas activities. Use the app to easily promote teamwork and communicate with volunteers, connect with caregivers, share and update information, manage gifts, and manage gift distribution.
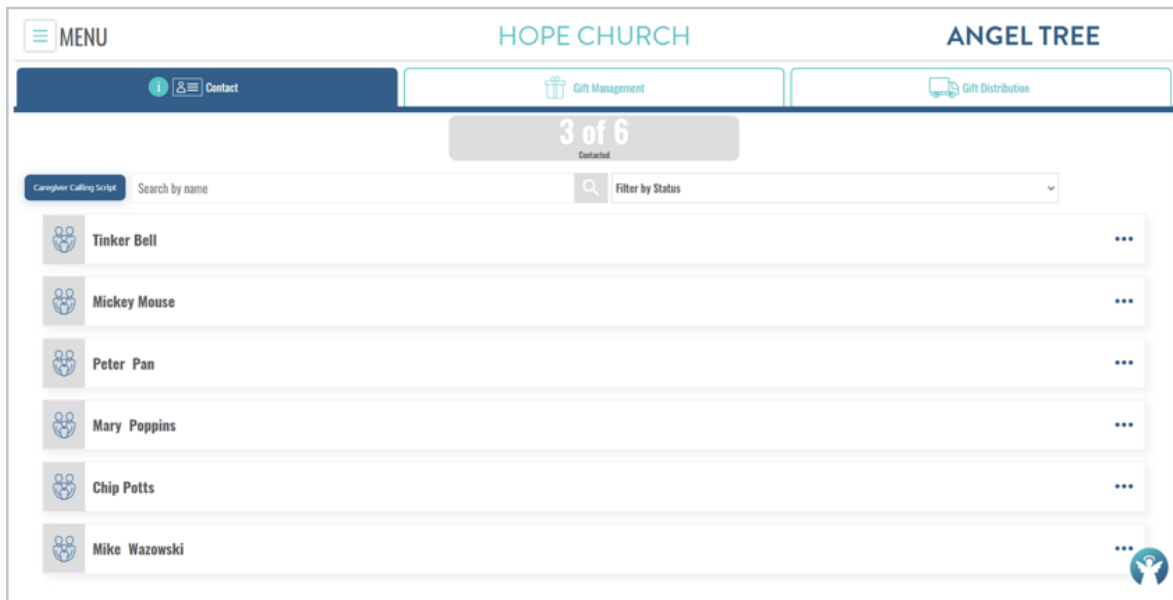
You can access the Angel Tree app on your computer or mobile device. We recommend using the computer version for your initial onboarding experience because it features in-app assistance to show you how to use the app.

There are three tabs in the Angel Tree app that directly relate to the three primary Angel Tree activities: Contact, Gift Management, and Gift Distribution. Your Angel Tree coordinator controls your permissions for the Angel Tree app. You will have access to the tabs related to your assigned tasks and may not see the other tabs.

## HOW CAN I ACCESS THE ANGEL TREE APP?

Once your Angel Tree coordinator has registered you within the app, you will receive an e-mail with login credentials and directions for how to access the app.
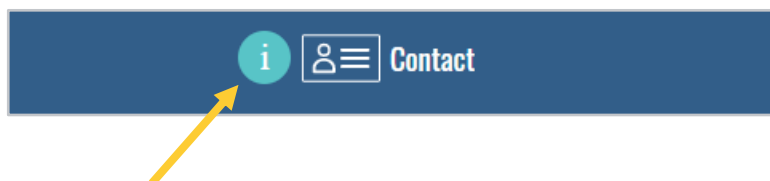
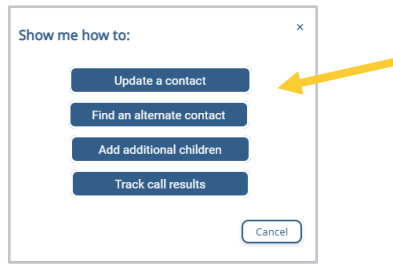Log in to **angeltreetool.org** with your login credentials.



## HOW CAN I GET HELP IN THE APP?

On the tab that matches your assigned task (Contact, Gift Management, or Gift Distribution), access the in-app tools.

1. **The "Show me how to" menu:**
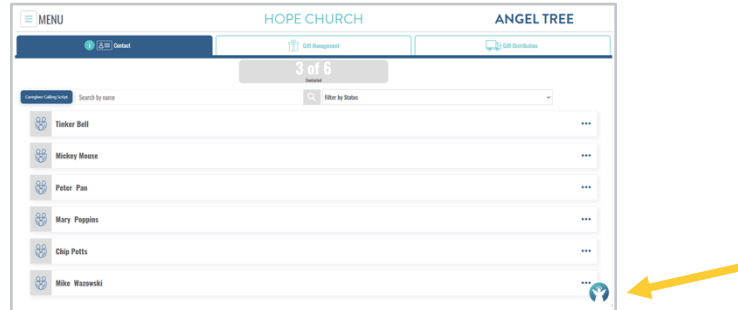   a. Click the "i" located on the tab to learn the basic operations for that tab.

b.    On the "Show me how to" popup, click the topic you would like to learn more about and take a tour.



2. **The search widget:**
    a.    Click the angel icon in the lower right corner of your screen to access the search widget.



b.    Search for help topics by typing your question in the search box. You can also click the menu topics to learn more about the items listed.