



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, communicate with volunteers, connect with caregivers, share and update information, manage gifts, and organize gift distribution.

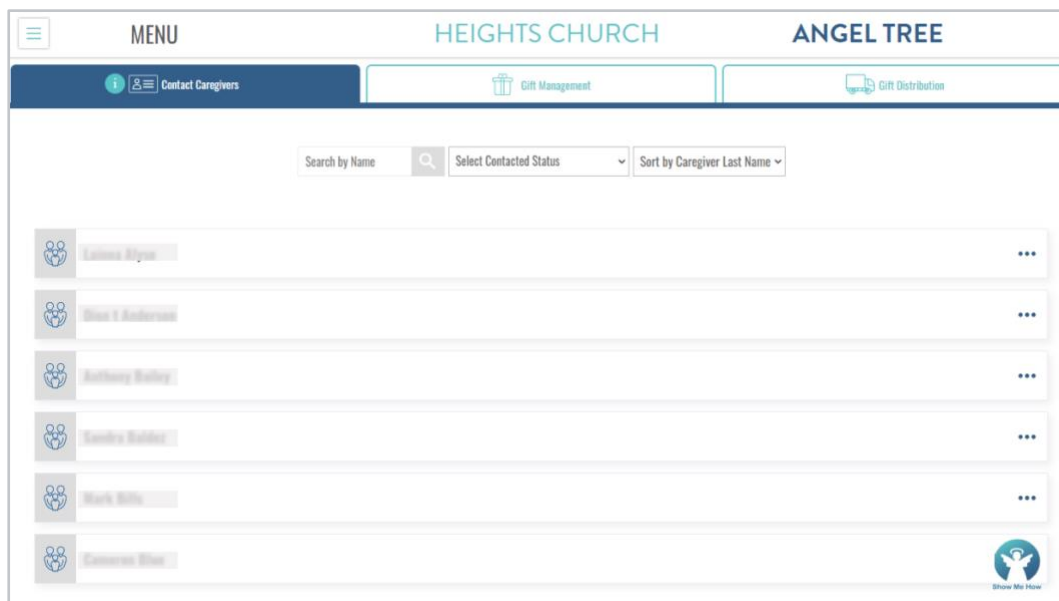
You can access the Angel Tree app on your computer or mobile device. We recommend using the computer version for your initial onboarding experience because it includes assistance for navigating the app.

There are three tabs in the Angel Tree app that directly relate to the three primary Angel Tree activities: Contact Caregivers, 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 in the app, you will receive an email with login credentials and instructions for access.

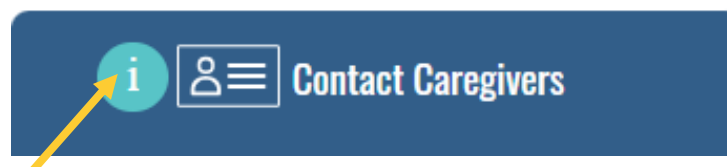
Log in to angeltreetool.org with your login credentials.



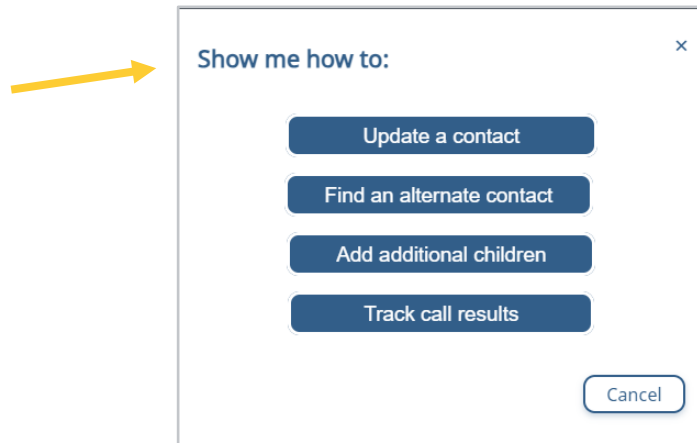
HOW CAN I GET HELP IN THE APP?

On the tab that matches your assigned task (Contact Caregivers, 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.

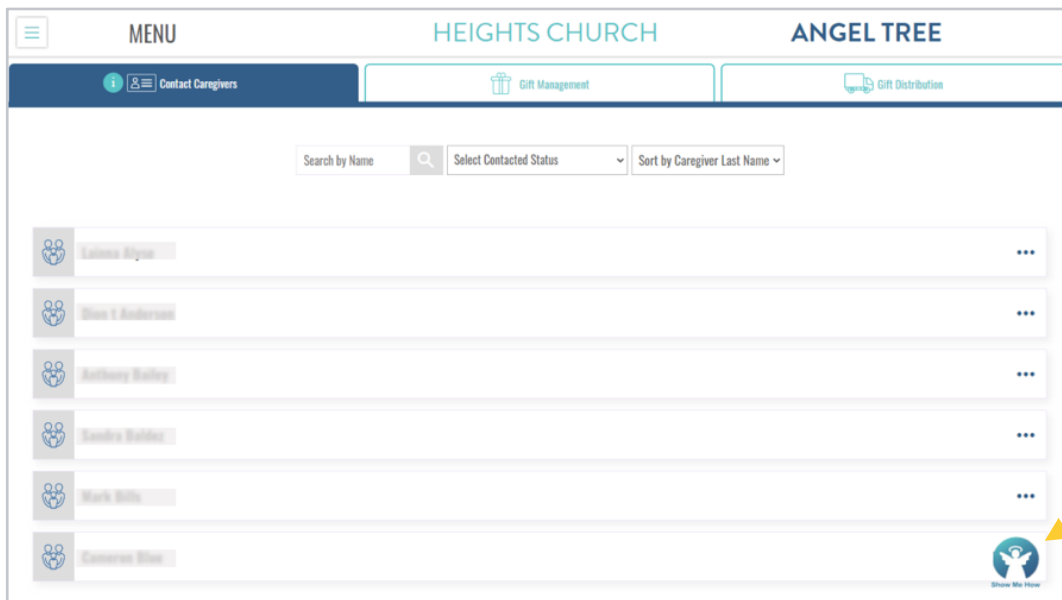


b. On the “Show me how to” popup, click the topic you would like to learn more about and take a tour.



2. In-app search function:

a. Click the angel icon in the lower right corner of your screen to access the search function.



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

