

VMS Admin Newsletter: 1st Quarter, 2020

From: Texas Parks and Wildlife Department (tpwd@service.govdelivery.com)

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TMN VMS Support Team Newsletter

Changes to the Apply-To Opportunity

- Next week we will be making some changes to the 'Apply-To' opportunities for all chapters.
- We will be renaming them to 'Master Naturalist Application for XX Chapter' to help TPWD with their drop down by alpha order list of opportunities.
- We will be adding counties and major cities to the description for better searching.

Angler Ed Activities

There are some things that Master Naturalists need to be aware of when reporting and approving Angler Ed Hours...

If your volunteer is an instructor of the Angler Ed opportunity - *and has ordered supplies through TPWD (with Karen Marks)* - they need to record those hours to TPWD. Karen uses those entries to get reimbursed for the supplies.

If you have an opportunity called Angler Ed, we will modify the name a bit to note that it is a TMN opportunity.

Also note that our opportunities have "**TMN-XX Hours**" after the opportunity name in their drop-down box.

URL Links to the eRecruiter login page

Be sure that links from your webpages or emails links to the '1450' site, not the '1353' site. The '1353' site is used by TPWD and does not have the TMN Hours on the summary page.

The URL will look like this:

[https://tpwd.samaritan.com/recruiter/index.php?
class=VolunteerNavigation&recruiterID=1353&act=CONTROL:LOGIN_LINK](https://tpwd.samaritan.com/recruiter/index.php?class=VolunteerNavigation&recruiterID=1353&act=CONTROL:LOGIN_LINK)

The good link will have '**recruiterID=1450**' in the URL. The safest way to get the good link is to use the shortcut: [TXMN.org/Hours](https://txmn.org/Hours).

Field in Focus - Current Chapter Syntax



The screenshot shows a form with three input fields. The first field is labeled 'Chapter' and contains the text 'Boling Plains Master Naturalists'. The second field is labeled 'Chapter Trained In:' and also contains 'Boling Plains Master Naturalists'. The third field is labeled 'Current Chapter:' and contains 'Boling Plains Master Naturalists'.

The proper syntax for the Current Chapter field should be XXX Master Naturalists (plural). That way the Background Check card that is emailed reads properly. The other Chapter fields are not currently used elsewhere.

Slack Communication Tool...



Just a reminder:

Based on interest at the Annual Meeting, Bert Stipelcovich (Coastal Prairie) has agreed to setup a slack site for Master Naturalists. There is a channel for VMS Admins, Annual Meeting and General topics.

The new site can be found at txmn.slack.com. Bert will also be joining our Statewide VMS Admin Team to make sure that issues identified in the Slack app can be addressed by the support team. You can contact Bert at bert@coastalprairie.org for more information.

CBC Data Update

We believe we have finally fixed the visibility to the CBC data. You should be able to see the data by the time you get this newsletter, put in a help desk request if you are not able to see the data. At this time we will not be showing the CBC data to the read-only users.

Quick Links

Get quickly to the help desk: TXMN.org/help

Check your public facing chapter page: TXMN.org/apply

Login Page: TXMN.org/hours

Admin Login Page: TXMN.org/coordinator

Don't forget to report your Texas Master Naturalist volunteer time!

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