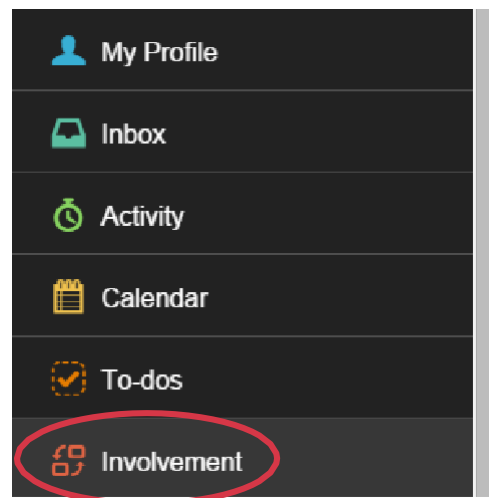


## Submitting Involvement Hours in Gatorsync

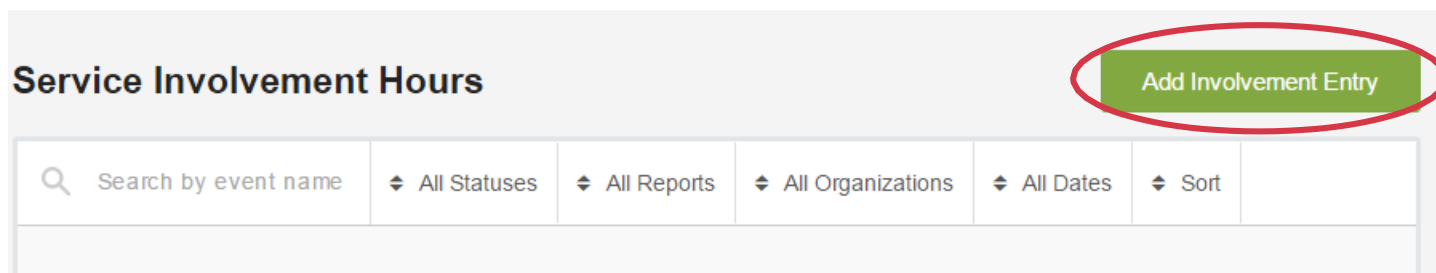
1. Click on your name in the top right-hand corner.



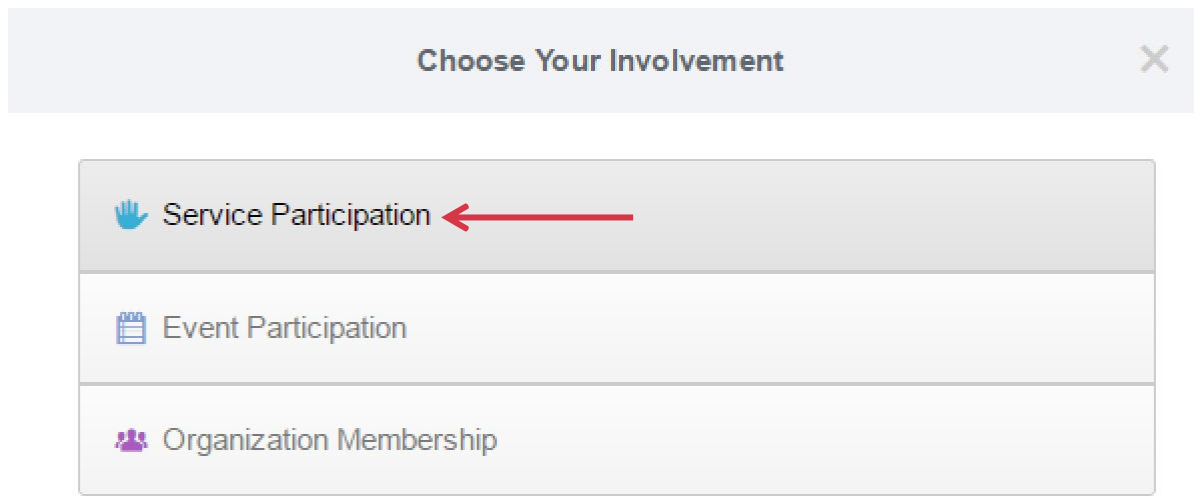
2. A menu will appear on the right side of the screen. Click on **"Involvement."**



3. Click on **"Add Involvement Entry."**



4. Click on **“Service Participation.”**



Choose Your Involvement

- Service Participation
- Event Participation
- Organization Membership

5. Complete the form and click **“Submit Involvement Entry.”**

If you have any questions or comments regarding the steps outlined in this document, please contact UHD Blackboard Support by calling (713) 221-2786, or by sending an email to [bb@uhd.edu](mailto:bb@uhd.edu).