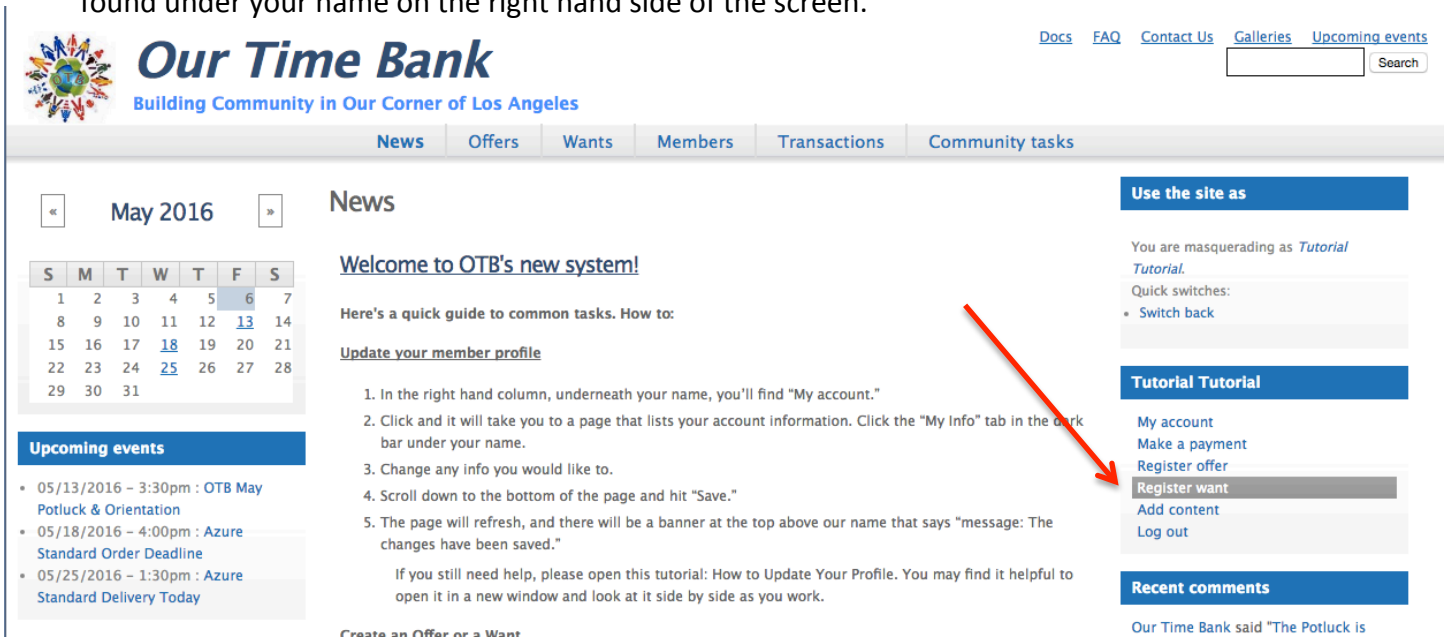


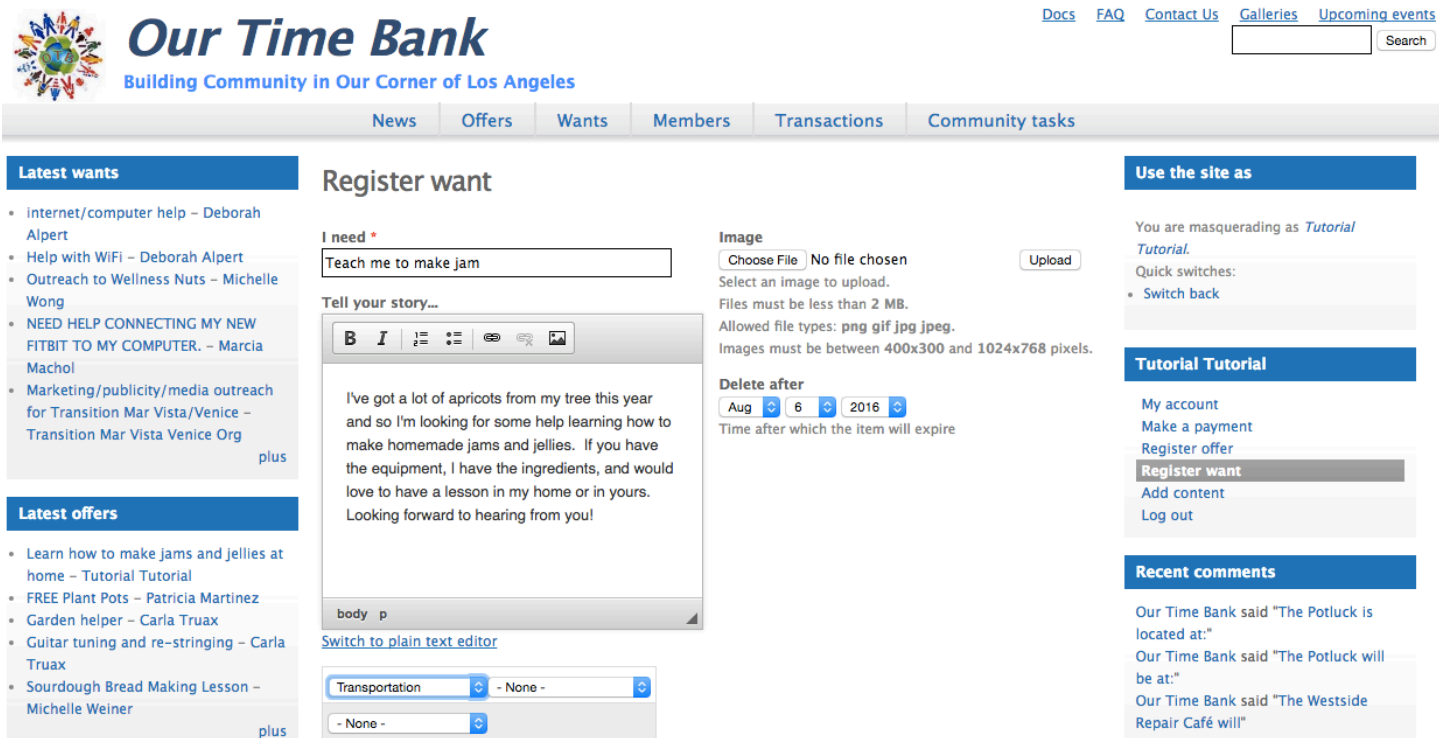
Making a listing for a new request

A listing for something you want to request from the community is called "Register want" and can be found under your name on the right hand side of the screen.



The screenshot shows the Our Time Bank website interface. At the top, there is a navigation bar with links for Docs, FAQ, Contact Us, Galleries, and Upcoming events. Below this is a search bar. The main navigation menu includes News, Offers, Wants, Members, Transactions, and Community tasks. On the left, there is a calendar for May 2016 and a list of upcoming events. The central content area is titled "News" and features a "Welcome to OTB's new system!" message with a "Register want" link highlighted by a red arrow. On the right, there is a user menu with options like "My account", "Make a payment", "Register offer", "Register want", "Add content", and "Log out".

Click on the "Register want" and it will take you to this screen:



The screenshot shows the "Register want" form on the Our Time Bank website. The form is titled "I need *" and has a text input field containing "Teach me to make jam". Below this is a "Tell your story..." section with a rich text editor containing the text: "I've got a lot of apricots from my tree this year and so I'm looking for some help learning how to make homemade jams and jellies. If you have the equipment, I have the ingredients, and would love to have a lesson in my home or in yours. Looking forward to hearing from you!". There is also an "Image" section with a "Choose File" button and an "Upload" button. Below the image section is a "Delete after" section with a date selector set to "Aug 6 2016". On the left, there are sections for "Latest wants" and "Latest offers". On the right, there is a user menu with options like "My account", "Make a payment", "Register offer", "Register want", "Add content", and "Log out".

Fill in the fields. For this example, we will be requesting to learn how to make homemade jam.



Our Time Bank

Building Community in Our Corner of Los Angeles

Latest wants

- internet/computer help – Deborah Alpert
- Help with WiFi – Deborah Alpert
- Outreach to Wellness Nuts – Michelle Wong
- NEED HELP CONNECTING MY NEW FITBIT TO MY COMPUTER. – Marcia Machol
- Marketing/publicity/media outreach for Transition Mar Vista/Venice – Transition Mar Vista Venice Org

plus

Latest offers

- Learn how to make jams and jellies at home – Tutorial Tutorial
- FREE Plant Pots – Patricia Martinez
- Garden helper – Carla Truax
- Guitar tuning and re-stringing – Carla Truax
- Sourdough Bread Making Lesson – Michelle Weiner

plus

Register want

I need *

Teach me to make jam

Tell your story...

B I [List Bullets] [List Circles] [Link] [Image]

I've got a lot of apricots from my tree this year and so I'm looking for some help learning how to make homemade jams and jellies. If you have the equipment, I have the ingredients, and would love to have a lesson in my home or in yours. Looking forward to hearing from you!

body p

[Switch to plain text editor](#)

Transportation - None -

- None -

Image

Choose File No file chosen

Upload

Select an image to upload.
Files must be less than 2 MB.
Allowed file types: png gif jpg jpeg.
Images must be between 400x300 and 1024x768 pixels.

Delete after

Aug 6 2016

Time after which the item will expire

Use the site as

You are masquerading as Tutorial

Tutorial.

Quick switches:

- Switch back

Tutorial Tutorial

My account

Make a payment

Register offer

Register want

Add content

Log out

Recent comments

- Our Time Bank said "The Potluck is located at:"
- Our Time Bank said "The Potluck will be at:"
- Our Time Bank said "The Westside Repair Café will"

It's a good idea to give as much information as possible in the description, such as where this offer will take place, and how long it might take. Then, select a category from the pull down menu below the description.



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Register want

I need *

Teach me to make jam

Tell your story...

B I [List Bullets] [List Circles] [Link] [Image]

I've got a lot of apricots from my tree this year and so I'm looking for some help learning how to make homemade jams and jellies. If you have the equipment, I have the ingredients, and would love to have a lesson in my home or in yours. Looking forward to hearing from you!

body p

[Switch to plain text editor](#)

Help At Home - None -

- None -
- Child Care
- ✓ Cooking, sewing
- Hair & Beauty
- housekeeping, chores, organizing
- Pet Care, house sitting
- Respite Care, housing, lodging
- Misc. Help at Home

Image

Choose File No file chosen

Upload

Select an image to upload.
Files must be less than 2 MB.
Allowed file types: png gif jpg jpeg.
Images must be between 400x300 and 1024x768 pixels.

Delete after

Aug 6 2016

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Transactions

BROADCAST

Number of active members

Make sure to start at the largest category on the left. In this example, it is "Help At Home" and then select a sub-category from the other boxes. In this example, it would be "Cooking, sewing."

If you'd like to upload a picture, then click "Choose File" to tell the computer where to find the photo you would like to use. Once you find the photo and choose it, its name will appear next to the "Choose File" button. Be sure to hit "Upload" to the right.

The screenshot shows the 'Register want' form with the following sections:

- Latest wants:** A list of recent posts including 'Internet/computer help', 'Help with WiFi', and 'NEED HELP CONNECTING MY NEW FITBIT TO MY COMPUTER'.
- Latest offers:** A list of offers including 'Learn how to make jams and jellies at home', 'FREE Plant Pots', and 'Guitar tuning and re-stringing'.
- Transactions:** A list of recent transactions including 'Janet Louie gave Help moving' and 'Nicky Bregman gave Thank you again'.
- Register want form:**
 - I need:** A text input field containing 'Teach me to make jam'.
 - Tell your story...:** A rich text editor containing the text: 'I've got a lot of apricots from my tree this year and so I'm looking for some help learning how to make homemade jams and jellies. If you have the equipment, I have the ingredients, and would love to have a lesson in my home or in yours. Looking forward to hearing from you!'.
 - Image:** A section with a 'Choose File' button (pointed to by a red arrow), 'No file chosen', and an 'Upload' button (pointed to by another red arrow). Below it are instructions: 'Select an image to upload. Files must be less than 2 MB. Allowed file types: png gif jpg jpeg. Images must be between 400x300 and 1024x768 pixels.'
 - Delete after:** A date selector set to 'Aug 6 2016'.
 - Categories:** A dropdown menu set to 'Cooking, sewing'.
 - BROADCAST:** A section with a 'Send to' dropdown set to '--Choose--'.
- Use the site as:** A sidebar menu with options like 'My account', 'Register offer', and 'Register want'.
- Tutorial Tutorial:** A sidebar menu with options like 'My account', 'Make a payment', and 'Register offer'.
- Recent comments:** A list of recent comments including 'Our Time Bank said "The Potluck is located at:"'.
- Number of active members:** A section stating 'We are 151 members'.

The system automatically chooses a date 3 months after you create this "Want" for it to expire, shown here. Feel free to change that date as you like. For example, if you need help moving, you may not need the request posted after your move date.

This screenshot is similar to the one above but includes an additional section:

- Save & Broadcast:** A section with a 'Save & Broadcast' button (pointed to by a red arrow) and a 'Save' button below it.

The rest of the form and sidebar elements are identical to the previous screenshot.

Finally, hit the "Save" button below the categories. The listing will be created, and you'll get this confirmation page.

Note that in the "Latest wants" section, your listing will appear at the top.



Our Time Bank

Building Community in Our Corner of Los Angeles

[Docs](#) [FAQ](#) [Contact Us](#) [Galleries](#) [Upcoming events](#)

[News](#) [Offers](#) [Wants](#) [Members](#) [Transactions](#) [Community tasks](#)

Latest wants

- **Teach me to make jam** – Tutorial Tutorial
- internet/computer help – Deborah Alpert
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- Outreach to Wellness Nuts – Michelle Wong
- NEED HELP CONNECTING MY NEW FITBIT TO MY COMPUTER. – Marcia Machol

plus

Latest offers

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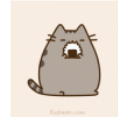
✓ message: Offer/want *Teach me to make jam* has been created.

Teach me to make jam

[View](#) [Edit](#)

Submitted by [Tutorial Tutorial](#) on Fri, 05/06/2016 – 9:52pm

I've got a lot of apricots from my tree this year and so I'm looking for some help learning how to make homemade jams and jellies. If you have the equipment, I have the ingredients, and would love to have a lesson in my home or in yours. Looking forward to hearing from you!



[Send an email to Tutorial Tutorial](#)
[Tutorial Tutorial's Offer/wants](#)
[See Tutorial Tutorial's profile](#)
[See more in Cooking, sewing](#)

Expiring: 08/06/2016 – 12:00am

Add new comment

Comment *

Use the site as

You are masquerading as *Tutorial Tutorial*.

Quick switches:

- [Switch back](#)

Tutorial Tutorial

- [My account](#)
- [Make a payment](#)
- [Register offer](#)
- [Register want](#)
- [Add content](#)
- [Log out](#)

Recent comments

Our Time Bank said "The Potluck is

Congratulations, you've listed your first listing with our new website. Thanks and great job!