

Instructions to Export Dibs items

1. Logon with account that has admin privileges to Dibs.
2. Click on Dibs session.

THE OFFICIAL SITE OF
SIBLEY
AREA YOUTH HOCKEY ASSOCIATION

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Active Sessions Archived Sessions Item Categories

CREATE A NEW DIB SESSION

"Dibs" is an online tool that helps keep members organized by providing a platform to assign and claim responsibility. Site members can browse Dib Sessions below and claim responsibility for Dib Items. Members then complete Dib Items to fulfill their Dib Session requirements.

Dib Session Name	Status	Min Credits	Max Credits
Test Upload 2 - 11032012	Disabled	-	-
2012-2013 Volunteer Opportunities	Enabled	15	-

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3. Modify the range of Dibs items you would like to export (i.e. two weeks) and click filter Dib items.

Test Upload 2 - 11032012
Session Status: Disabled
Login is required to participate
Users must be placed in the dib session by an admin.
This session does track credits and task completion.

List View Calendar View Groups Profiles Messages

CREATE A NEW DIB ITEM
Import New Dib Items

Has Date/Time From: 11/03/2012 to: 11/17/2012 Location: All Category: Any Credit Value: (blank for any)

Has no Date/Time

Status: All Filter Dib Items

Page 1 of 2
Displaying Results 1 - 30 of 34

Delete Selected | Mark Selected Complete | Print List | Export Dib Items to Excel (.csv)

Item	Credits	Location	Date/Time	Category	Status	Claimed By	Phone	Requests
UST Men/St. John's	4	St. Thomas Arena	11/09/2012, 6:00pm CST - 10:00 PM	-	Unclaimed	-	-	-
UST Men/St. John's	3.5	St. Thomas Arena	11/09/2012, 6:30pm CST - 10:00 PM	-	Unclaimed	-	-	-
UST Men/St. John's	3.5	St. Thomas Arena	11/09/2012, 6:30pm CST - 10:00 PM	-	Unclaimed	-	-	-

- Click export Dib items to excel.

EDIT DIB SESSION

Test Upload 2 - 11032012

Session Status: Disabled
 Login is required to participate
 Users must be placed in the dib session by an admin.
 This session does track credits and task completion.

List View **Calendar View** Groups Profiles Messages

CREATE A NEW DIB ITEM

[Import New Dib Items](#)

Has Date/Time From Location: Category: Credit Value: (blank for any)
 Has no Date/Time to

Status:

[Filter Dib Items](#)

Page 1 of 2
 Displaying Results 1 - 30 of 34

[Print List](#) [Export Dib Items to Excel \(.csv\)](#)

[Delete Selected](#) | [Mark Selected Complete](#)

<input type="checkbox"/>	Item	Credits	Location	Date/Time	Category	Status	Claimed By	Phone	Requests
<input type="checkbox"/>	UST Men/St. John's	4	St. Thomas Arena	11/09/2012, 6:00pm CST - 10:00 PM	-	Unclaimed	-	-	-
<input type="checkbox"/>	UST Men/St. John's	3.5	St. Thomas Arena	11/09/2012, 6:30pm CST - 10:00 PM	-	Unclaimed	-	-	-
<input type="checkbox"/>	UST Men/St. John's	3.5	St. Thomas Arena	11/09/2012, 6:30pm CST - 10:00 PM	-	Unclaimed	-	-	-

- The Dib items have been exported to excel and.