

# How to: Check your Schedule and Unregister From a Shift in Galaxy Digital

Step 1: Log into Galaxy Digital (<https://halifaxhumanesociety.galaxydigital.com>) and select “Volunteer Resume”

Welcome back, Karina! Here's your volunteer snapshot for July 7, 2025 CLOSE SNAPSHOT

**1** VOLUNTEER HOURS

**\$33.49** IMPACT VALUE

**1** OPPORTUNITY RESPONSES

**HOURS BY SKILL**

ANIMALS	1
ADMINISTRATIVE	1

[View your full Volunteer Resume](#)

Step 2: Select the “Opportunity Responses” tab. **Volunteer Responses** refers to the shifts that you are scheduled for, and **Waitlist** refers to the shifts that you are on the waitlist for.

**My Responses**

VIEW PROFILE EDIT PROFILE TRACK HOURS VOLUNTEER SCHEDULE MY FILES **OPPORTUNITY RESPONSES** MY TEAMS MY USER GROUPS

QUALIFICATIONS INBOX

**Volunteer Responses**

OPPORTUNITY NAME	PROGRAM NAME	RESPONSE DATE	SHIFT ID	SHIFT START	OPTIONS
Photography	Shelter Operations	Jan 11, 2023	3325755	Jun 29, 2022	Select an action

SHOWING 1 TO 1 OF 1 ENTRIES PREVIOUS NEXT

**Waitlist**

OPPORTUNITY	DATE ADDED	SHIFT ID	SHIFT START	OPTIONS
Development Administrative Support	Sep 29, 2021	3324027	Oct 4, 2021 9:30am ET	X
Volunteer Orientation	Feb 7, 2023	5346361	Feb 11, 2023 10:00am ET	X
Volunteer Orientation	Feb 7, 2023	5346363	Mar 4, 2023 10:00am ET	X

Step 3: If you need to unregister from a shift, click the drop-down next to the opportunity name. You will then select “Unregister.”

## My Responses

[VIEW PROFILE](#) [EDIT PROFILE](#) [TRACK HOURS](#) [VOLUNTEER SCHEDULE](#) [MY FILES](#) [OPPORTUNITY RESPONSES](#) [MY TEAMS](#) [MY USER GROUPS](#)

[QUALIFICATIONS](#) [INBOX](#)

### Volunteer Responses

Table Filter

OPPORTUNITY NAME	PROGRAM NAME	RESPONSE DATE	SHIFT ID	SHIFT START	OPTIONS
Photography	Shelter Operations	Jan 11, 2023	3325755	Jun 29, 2022	<div>Select an action Select an action Add Hours Unregister</div>

SHOWING 1 TO 1 OF 1 ENTRIES

### Waitlist

OPPORTUNITY	DATE ADDED	SHIFT ID	SHIFT START	OPTIONS
Development Administrative Support	Sep 29, 2021	3324027	Oct 4, 2021 9:30am ET	×

Step 4: Additionally, you can see a calendar view of your schedule by clicking “Volunteer Schedule”

[My Profile](#) > [Volunteer Schedule](#)

## Volunteer Schedule

[VIEW PROFILE](#) [EDIT PROFILE](#) [TRACK HOURS](#) [VOLUNTEER SCHEDULE](#) [MY FILES](#) [OPPORTUNITY RESPONSES](#) [MY TEAMS](#) [MY USER GROUPS](#)

[QUALIFICATIONS](#) [INBOX](#)

### March 2023

FILTER -- SELECT A FILTER --

< MARCH 2023 >

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11