

Quick Guide

WSU King County Master Gardeners



EXTENSION
Master Gardener
Program

Update or Delete an Impact in GivePulse

This Quick Guide is provided as a refresher for existing users. New users should view the full instructions in the *Update or Delete an Impact* section of the [GivePulse Recording Hours Guide](#).

From the confirmation screen:

1. Click **Options > Edit**

OR, from the Impacts page:

1. From the dropdown arrow to the right of your impact, click **Update**

Continue from either path above:

2. Edit the Update Impact screen as needed
3. Click **Recalculate hours**, if the changes affect total hours
4. Click **Update Impact** at bottom left OR **Delete** at bottom right