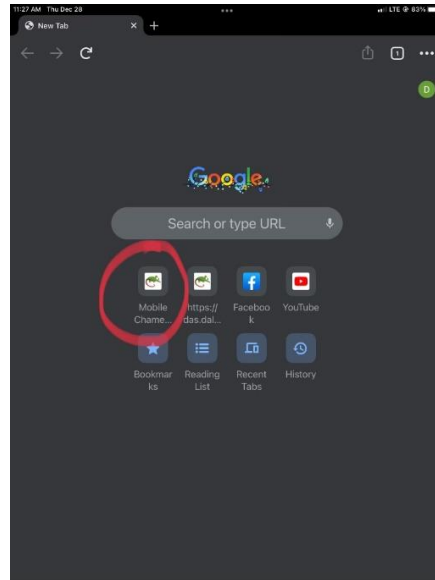


Web Chameleon Volunteer Guide

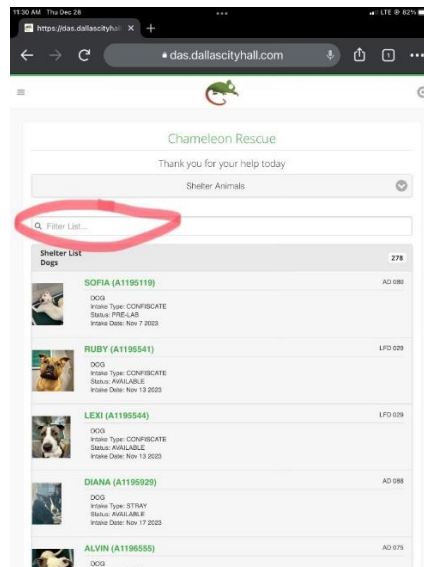
Web Chameleon is an amazing resource for volunteers to look up information about pets without relying on staff to check for them. You can use Web Chameleon on your phone, or you can use ask the Adoption desk for an iPad. If you are using an iPad, the code is 192021.

1. Go to <https://das.dallascityhall.com/Mobile/mLogin.aspx?ReturnUrl=%2fMobile%2fmLogout.aspx>
 - a. On the Adoption iPads, this link should be bookmarked.

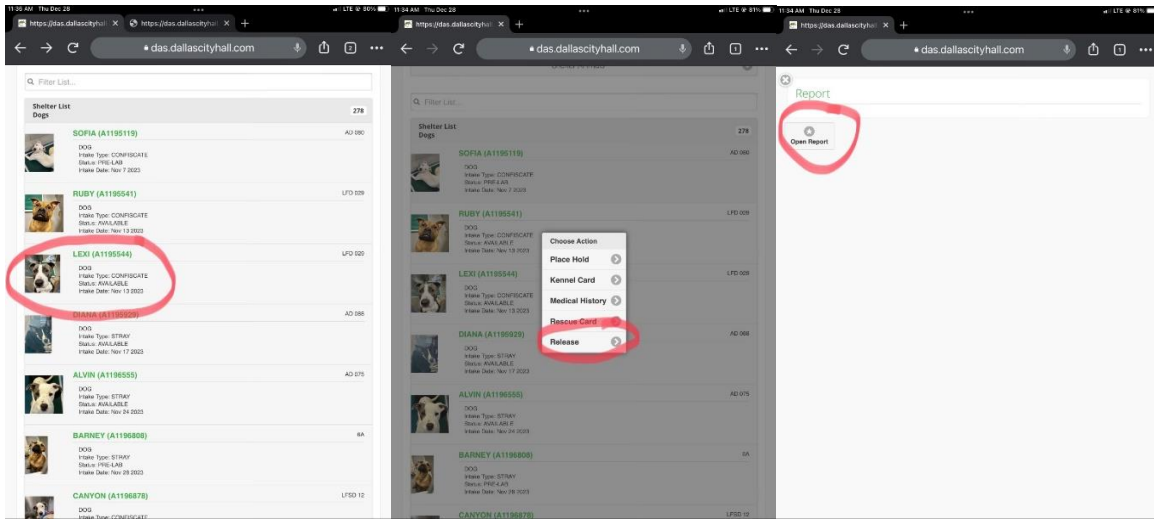


2. Log in with the Username: DASvol and Password: Chameleon123!

Once you log in, the screen will show a search bar and a list of pets. Search for the pet's A number or name in the search bar pictured. If a Pet already has an outcome (I.E. Adoption or Rescue tag), they will not show up on Web Chameleon.



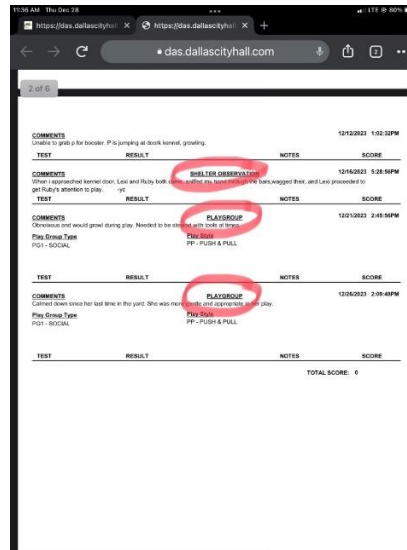
3. When you find the pet you are looking for, click on them to pull up the menu.



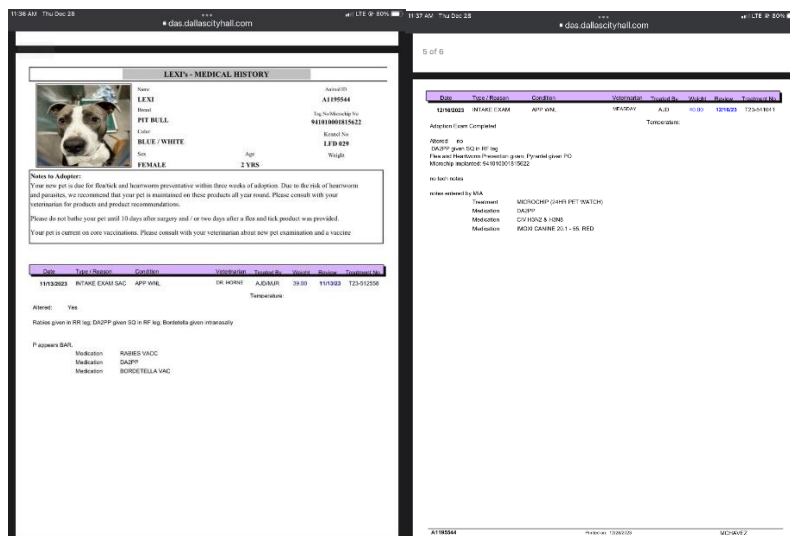
4. From the menu, select "Release". This will pull up the Animal Release Paperwork. From here, click on "Open Report". **Important note: DO NOT ever select "Place Hold"**.
5. When you click open report, the animal release paperwork containing all of the pet's medical and behavior notes will open in a new tab.
6. The first page will have the pet's name, A#, age, and gender - F (female, unaltered), S (female, spayed), M (male, unaltered), or N (male, neutered). The first page will also have the owner surrender notes, if applicable.



7. Scroll down to the second page to see the Volunteer, Shelter, and Playgroup behavior notes. Volunteer behavior notes are observations taken by the volunteer dog walkers or runners, playgroup notes are how the pet behaved in playgroups, and shelter observations are notes from shelter staff. There is a key on the first page of the Animal Release Paperwork that explains some of the playgroup abbreviations.



8. After the behavior observations, you will see the Medical history of the pet.



9. If the pet is not currently sick and the behavior notes look good, the pet is eligible for a meet & greet! If the interested adopter wants to proceed with the adoption, have them go up to the adoption desk.