

Extension - 4-H Youth Development



## 4-H Online Event Registration Instructions: Using a public URL

\*\*note these directions are general and not for any specific event\*\*

1. Follow the link provided to you for the 4-H Online event and click "Register" on the event page

escription: THIS IS NOT A REAL EVENT! vailable Sessions:	THIS IS FOR TESTING PURPOSES ONLY. DO NOT REGISTER	
come test your culinary skills with	member \$15.00	Deadline: 12/5/2023
pecember 1stn: Cooking is Fun come test your culinary skills with us	member \$15.00 participant \$15.00	Deadline: 12/5/2022 Deadline: 12/5/2023
December 1str: Clowing is Fun come test your culinary skills with us	member \$15.00 participant \$15.00 Registration Types:	Deadline: 12/5/2022 Deadline: 12/5/2022
oecember 1941: Cooking is Hun come test your culinary skills with is December 19: Spa Day Come relax for a spa day with us	ngenerating types participant S15.00 Registration Types number (S15.00 participant S15.00	Deadline: 13/6/002 Deadline: 13/6/002 Deadline: 13/6/002 Deadline: 13/6/002 Deadline: 13/6/002
opeember 1941: Cooking a run come text your culinary skills with us December 29: Spa Dey Come relax for a spa day with us December 20th: Nature Adventure	regionario spani participant 33.50 Registration Types: months: \$15.00 participant 31.50 Registration Types:	Deatline: 110/0022 Deatline: 120/0022 Deatline: 120/0022 Deatline: 120/0022
Cone relax for any Alle with us Cone relax for any Alle with us Cone relax for a spa day with us Cone relax for a small space with the space of the s	Ingenteenin Spent member 315.00 Perginteenin Spent member 315.00 Perginteenin Spent member 315.00 member 315.00 member 315.00	Deadline 13/0002 Deadline 13/0002 Deadline 13/0002 Deadline 13/0002 Deadline 13/0002
December 21st: Robotics Builders	Registration Types: membra 31.00 Registration Types: membra 31.00 Registration Types: membra 31.00 participant 31.00 participant 31.00 Registration Types:	Deadline 13/0202 Deadline 13/0202 Deadline 13/0202 Deadline 13/0202

- 2. You will be required to login.
  - A. **New Users**, provide your email and select "send email". An email will be sent to you to continue your registration. It will take you back to 4-H Online to register.

	RegMax «no-reply@4hontine.com» to me		
		Welcome to RegMax. You may login by clicking on the link below.	
		Continue Registration	Login
		Tite avail was ser to <b>service and the service of t</b>	New Users Email
			Send Email
Β.	<b>Existing Users</b> , please of 4-H Online account.	lick "or Login" and login to your	Or Login

## 3. Register a member

- A. **New users**, use the box to the left to Register New Member. Then confirm your new member.
- B. Existing users, please select "Register" for your Existing Member

	Training County W By Training, 12/1	inter Break Activities 8/2023 - 12/21/2023		
hile you are on winter break this year, come join us for numerous 4-H A	ctivities!			
Register New Member		Existing Members		
First Name required		Jenny Clover		View
		Johnny Clover		Register
Last Name <sup>required</sup>				
Ex. 1/1/2001	ά.			
Create And Register				
Confirm New Member		×		
New Member First Name Jenny				
Last Name Clover				
Birth Date 3/17/2011				
		Create And Register Cancel		



5. **New users**, enter in your demographic information and then continue.

9	Jenny Clover Birthdate: Mar 17, 2011 Age: 12		
About You			
Gender <sup>requin</sup>	ed		]
Job Title			
Employer			
Work Phone		 	
Work Extens	ion		

6. Continue with registration. Please fill in all required fields, sign consents, health forms, etc. if applicable.

		Jenny Training County V	/ Clover /inter Break Activities			
Session	2 Questions	3	lealth Form	4	Consents	5 Confirm
-shirt size?				Invoi	ce	
🔿 small				Tota	ıl:	\$0.00
O medium						
O large						
O X-large						
O XX-large						
O XXX-large						
			Back	đ		
			Duck			
<ol> <li>Select your m</li> </ol>	nethod of payment i	f applicable a	and then subm	nit		
Session	Questions Health Fo	orm 🥑	Consents	Payment	6 Confirm	
Select a Card		Add New Card	Invoice		٦	
No Cards			Registration Fee		\$15.00	
	OR		Total:		\$15.00	
Payment for this invoice will be collected	d by Training CountyArea.	Pay By Check	Coupon		Apply	
					() Delete	

lial y		Invoice	
Details		Registration Fee	\$15.00
		Total:	\$15.00
Event Name	Training County Winter Break Activities	Selected Payments:	
Event Start Date	12/18/2023	CHECK Owed to Training	\$15.00
Event End Date	12/21/2023	Please pay the extension office.	
Registration Type	participant	Cradit Collections:	
Sessions			
December 20th: Nature Adventure	Come explore the great outdoors with us indoors as we learn about National Parks in a simulator		
December 21st: Robotics Builders	Come and learn how to build and program robots to compete in obstacle courses.		

## 8. Confirm everything is correct and then "Finish"

9. View your completed submission and then add another registration if needed or logout.

	Training County Winter Break Activities By Training, 12/18/2023 - 12/21/2023
	Registration Complete!
	Add Another Registration
Jenny Clover	
Registration Status: PendingApproval Start: Monday, December 18, 2023 End: Thursday, December 21, 2023	
Sessions	
December 18th: Cooking is Fun	come test your culinary skills with us
December 19: Spa Day	Come relax for a spa day with us
Questions	

t-shirt size?