THESE INSTRUCTIONS ARE MEANT FOR FAMILIES NOT ENROLLED IN 4HONLINE.

Step 1: You will need to register your family/child(ren) on <u>4HOnline (www.4honline.com</u>)

Follow along with the screen shots below for further instructions on how to register, please follow these instructions in order to have access to events right away. Choosing the wrong option could delay your enrollment, which will make events unavailable.

SCREEN 1

Choose the following options:

State: Wisconsin Institution: Wisconsin 4-H Youth Development



SCREEN 2

Choose the following option:

County: Oneida



SCREEN 3

Enter the following information:

Email

Confirm Email

Family Name

Cellphone Number

Choose a password

Confirm password

Click 'Create Account'

| | Online |
|------------------------------|---------------------------|
| | Create Your Account |
| | Step 3 of 3 |
| Wiscons | in 4-H Youth Development |
| County required | Oneida |
| Email required | jyoung@oneidacountywi.gov |
| Confirm Email required | jyoung@oneidacountywi.gov |
| Family Name required | TEST |
| Mobile Phone Number required | 715-365-2750 |
| | Format ###-### |
| Password required | |
| Confirm Password required | · |

SCREEN 4

Verify Your Address

| Address | | |
|-------------|--------------|--|
| Address 2 | | |
| City | | |
| State | Select State | |
| Postal Code | | |
| Country | US | |

Sign Out.

SCREEN 5

Select Wisconsin 4-H and then click **NEXT**.

| Online Member List | | | | |
|------------------------------|----------------|-----------------|-------------------------|----------------------|
| Family Events | | Add | Member | |
| Credit Cards | 0 | 2 | 3 | 6 |
| ogin History mail History | Join a Program | Profile | About You | Select Participation |
| | | Which program v | would you like to join? | |
| | Wisconsin 4-H | | | |
| | | Cancel | Next | |

SCREEN 6-8

| Add | | | | | |
|--|--|---|--|---|-------------|
| -H ine | | | | | TEST Family |
| er List | | | | | |
| | | | | | |
| Carde | | Add | Member | | |
| Cards | • | 0 | 0 | 0 | |
| listory | Join a Program | Profile | About You | Select Participation | |
| | First Name required | | | | |
| | Middle Name | | | | |
| | Last Name required | | | | |
| | Preferred Name | | | | |
| | Birth Date required | Ex. 1/1/2001 | | | |
| | Member Email | | | | |
| | | Member's personal email (if left blank, the family | email will be used for direct communication) | | |
| | Mobile Phone | | | | |
| | | Format ###-### | | | |
| | | | Next | | |
| H Ne | | | | | TEST Far |
| H De List | | Add | Member | | TEST Fan |
| H De List | • | Add | Member | Ø | TEST Fan |
| H List ards | Join a Program | Add Profile | Member About You | Select Pericipation | TEST Fan |
| H List ards story | Join a Program About You | Add Profile | Member About You | Select Participation | TEST Fan |
| List rids tory tory | Join a Program About You Gender registed | Add Profile | Member About You | (Select Participation | TEST Fan |
| He List irds itory itory | Join a Program About You Gender "Routed | Add Profile | Member About You | Select Participation | TEST Fan |
| H De List story story | Join a Program About You Gender replice Grade repliced Grade repliced | Add Profile | Member About You | Select Participation | TEST Fan |
| H List ards Atory story | Join a Program About You Gender required Grade required | Add | Member Roout You | C Select Participation | TEST Fan |
| H e List ards atory tory | Join a Program About You Gender Proving Grade Proving Content of the second sec | Add | Member About You | Sidet Participation | TEST Fan |
| H De List ards atory story | Join a Program About You Gender Pooled Grade Stream Grade Stream De mographics Residence Received | Add Bilere | Member About You | C Select Participation | TEST Fan |
| H De | Join a Program About You Gender resolved Grade resolved Demographics Residence resolved | Add Profile | Member About You | Select Participation | TEST Fan |
| H List atory story | Join a Program About You Gender repaired Grade repaired Demographics Residence repaired Are you of Hispanic or Latino | Add Profile | Member Noout You | Contraction Select Participation | TEST Fan |
| List ards atory story | Join a Program About You Gender resolut Grade resolut Demographics Residence resolut Are you of Hispanic or Latino | Add Profile | Member About You | Image: Control of the second | TEST Fan |
| He List story story | Join a Program About You Gender replied Grade replied Grade replied Grade replied Are you of Hispanic or Latino of Race replied Race replied | Add Profile | Member About Yeu | Sided Participation | TEST Fan |
| He List ards story story | Join a Program About You Gender Pooled Grade Stored Grade Stored Demographics Residence Pooled Residence Pooled Residence Pooled Residence Pooled Residence Pooled Are you of Hispanic or Latino of Residence Pooled Are you of Hispanic or Latino of Are you of Hispanic or Hispanic or Hispanic or Hispanic or Hispanic or Hispanic or H | Add Profile | Member About You | Select Participation | TEST Fan |
| Heese Ards Atory story | Join a Program About You Gender "Rooked Grade "Rooked Grade "Rooked Demographics Residence "Rooked Rade manned Are you of Hispanic or Latino or Rade manned Are you of Hispanic or Latino or Arian Black or African Arms Black or African Arms Black or African Arms | Add Profile Profile | Member Roout You | Image: Select Participation Image: Select Participation </td <td>TEST Fam</td> | TEST Fam |
| H List ards atory story | Join a Program About You Gender received Grade received Grade received Crade received Crade received Residence received Residence received Race received Leace or African Are Elack or African Are Ela | Add Profile | Member Roout You | Image: Control of the second | TEST Fam |

| Full Name | nquired | |
|------------|-----------------------|--|
| Test | | |
| Relationsh | ip to member required | |
| Test | | |
| Contact Pl | 9000 mpund | |
| /15-365 | | |
| Contact Er | nai | |
| | | |
| | Back Next | |
| | | |

SCREEN 9

SELECT I want to participate in a Wisconsin 4-H activity but I do NOT want to join Wisconsin 4-H at this time. **It is important that you select the second option, as it allows you to register for the event right away, which is helpful when events are first come, first serve basis. Oneida County 4-H staff will automatically apply each registration for 4-H membership. This is a FREE membership, and there are no obligations in 4-H. Being a member in this instance just means the youth will have a 4HOnline account to use to register for future 4-H events – although all members are welcome to join Clubs and programs at any time they wish!

| Member List Family Events Credit Cards Login History Email History Doin a Program Poefile About You Setect Participation How would you like to participate? Ivant to join Wisconsin 4+H as a New or Returning Wisconsin 4+H at this time. Back Prish | Online | | | | | TEST Family |
|--|--------------------------------|------------------------------------|---|------------------------|----------------------|-------------|
| Family Events Credit Cards Login History Email History Email History I vant to join Wisconsin 4-H as a New or Returning Wisconsin 4-H Club Member I want to join Wisconsin 4-H as a New or Returning Wisconsin 4-H Club Member I want to participate In a Wisconsin 4-H activity but 1 do NOT want to join Wisconsin 4-H at this time. Back Finish | Member List | | | | | |
| Credit Cards Login History Email History Email History Main a Program Profile About You Select Participation How would you like to participate? I want to join Wisconsin 4-H as a New or Returning Wisconsin 4-H Club Member I want to participate in a Wisconsin 4-H activity but I do NOT want to join Wisconsin 4-H at this time. Back Finish | Family Events | | Add | Member | | |
| Login History Join a Program Profile About You Select Participation | Credit Cards | • | • | • | • | |
| How would you like to participate? I want to join Wisconsin 4-H as a New or Returning Wisconsin 4-H Club Member I want to participate in a Wisconsin 4-H activity but I do NOT want to join Wisconsin 4-H at this time. Back Finish | Login History Email History | Join a Program | Profile | About You | Select Participation | |
| I want to join Wisconsin 4-H as a New or Returning Wisconsin 4-H Club Member I want to participate in a Wisconsin 4-H activity but I do NOT want to join Wisconsin 4-H at this time. Back Finish | | | How would you | u like to participate? | | |
| I want to participate in a Wisconsin 4-H activity but I do NOT want to join Wisconsin 4-H at this time. Back Finish | | I want to join Wisconsin 4-H as a | New or Returning Wisconsin 4-H Club Member | | | |
| Back Finish | | I want to participate in a Wiscons | sin 4-H activity but I do NOT want to join Wisconsi | in 4-H at this time. | | |
| | | | Back | Finish | | |
| | | | | | | |

Once enrolled as participant, you will see the following screen:

| ← → 🖸 🔒 v2/thonline.com/k/.a | a_11xxHyAnx_1n/ipt_389xHyTamity/Tam_6xHx AHOnine 👩 texebook 🧕 Amazon 🌚 Bankang 🕲 County Rep | | | | |
|--|--|--|---|-------------|------------|
| 🚻 Ny UW 🛛 🔯 Oneide County briail 🚳 🤅 | 4HOnine 👩 tecebook 💄 Amazon 🧔 Banlong 🕲 County Nep | | | 6 🛠 🛊 🛙 | 0 E |
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| Online | | | | Test Family | ~ |
| Member List Family | | | | | Í |
| Events Credit Cards Lagin History Email History | Test Wixomin 4-11 Youth Development Jostacamyoungightems Leam W1220 W1229 COUNT ROADA HINELANDER, MI SADD T32 562 3750 Onwide County | Add Member | | | |
| | Member | Programs | Welcome to the new version of 4-H Online! Add Jamily members by clicking on Add Plether at | | |
| | Test Test 4259561 View | Wisconsin 4-H Enroll New | the top of this page. To enroll in a program click on the Enroll New link under the program name. If it shows continue Enrolling under a program. that makes use how continued | | |
| | Nember and Program I ist | | program, that hear put network complete encollment, works, just cities and the links pick up where you left off. To markyter to a family member cities on the VI se success to the right of the name, when you are fielded sizes (the system cities of the member cities on the Partier Link link at the top of the memu to the left. | | |
| ¢ | 4-H Arts Camp 2023 Nov EL 2023-Nov ER 2023 | 2023 WI 4-H Horse Conference Nut 12, 3031 - Mar 12, 3031 WI 4-B HORSE LEADERSHIP CONFERENCE AND STATE MEETINGS NOVEMEEER 11 - 12, 2023 | | | |

Follow the directions below to REGISTER FOR THE EVENT ITSELF!

Step 2: Select Member List from the navigation pane on the left.



Step 3: Find the member you want to register for the event, select the **View** button next to their name.



Step 4: Select **Events** from the navigation pane on the left.

| 4-H Online |
|---------------|
| Member List |
| Profile |
| Events |
| Wisconsin 4-H |
| Enrollment |

Step 5: Select Register for a new event.



Step 6: Select the event you wish to sign up for and click **Next**.

| 1 Event - | | | | Registration Ty |
|--------------|------------------|------------------|----------------|-----------------|
| Event Name | | Event Start Date | Event End Date | Host Program |
| 4-H Arts Can | ıp 2023 | Nov 18, 2023 | Nov 19, 2023 | Wisconsin 4-H |
| 2023 WI 4-H | Horse Conference | Nov 11, 2023 | Nov 12, 2023 | Wisconsin 4-H |

Step 7: Verify the correct event is showing and click **Start Registration**.

| Select Event | | | > |
|--------------|-------------|-------------------------|-------------------------|
| Event — | | | 2 Registration Type |
| Name | Role | Registration Start Date | Registration End Date |
| Staff | Participant | Oct 1, 2023 | Oct 27, 2023 |
| | | | Back Start Registration |

Step 8: Complete each section of the Registration process, to include, Questions, Health Form, Consents, and Confirm.

Step 9: Once you submit your registration, Oneida County staff will review for completeness and approve. You will be notified when registration is approved and your child has been added to the event roster.

IMPORTANT Some events have a max capacity limit due to venue size, volunteer availability, and materials/supplies limitations. We try to ensure the largest amount of youth can be included in each event, however, we can never guarantee a spot will be open. All event registrations are done on a first come, first serve basis. Thank you for your understanding!

Why you may not be able to find the event you are looking for

-Your child does not meet the criteria of the event. If an event is for youth in grades 4-6, it will not show up for a member in grades outside those set parameters.

-The event has reached its max capacity and is no longer open for new registrations.