

4-H Online 2.0 Family Enrollment Guide

Table of Contents

Creating a New 4-H Online Account	2
Logging in to an Existing 4-H Online Account	3
Adding a New Member to the Family	4
Youth and Cloverbud Member Enrollment	5
Adult Volunteer Enrollment	9
Volunteer Screening	13
Volunteer Training	13
Continuing an Enrollment	13



Creating a N	New 4-H Online Account
 Go to <u>http://v2.4honline.com</u>. Click "Don't have an account?" if you have never enrolled in 4-H before using 4-H Online. NOTE: If you had an account in 4-H Online 1.0, enter the login information for your existing account and skip to <u>Member</u> Enrollment. 	Image: constraint of the set password
3. Select your state from the drop-down menu.	Create Your Account Select Your State
 If there is more than one Institution in your state, select your Institution. 	Create Your Account Select Your State Select an Institution Texas A&M Agril If Extension Prairie View A&M University
5. Choose your county from the drop- down menu.	Create Your Account Texas A&M AgriLife Extension Select County

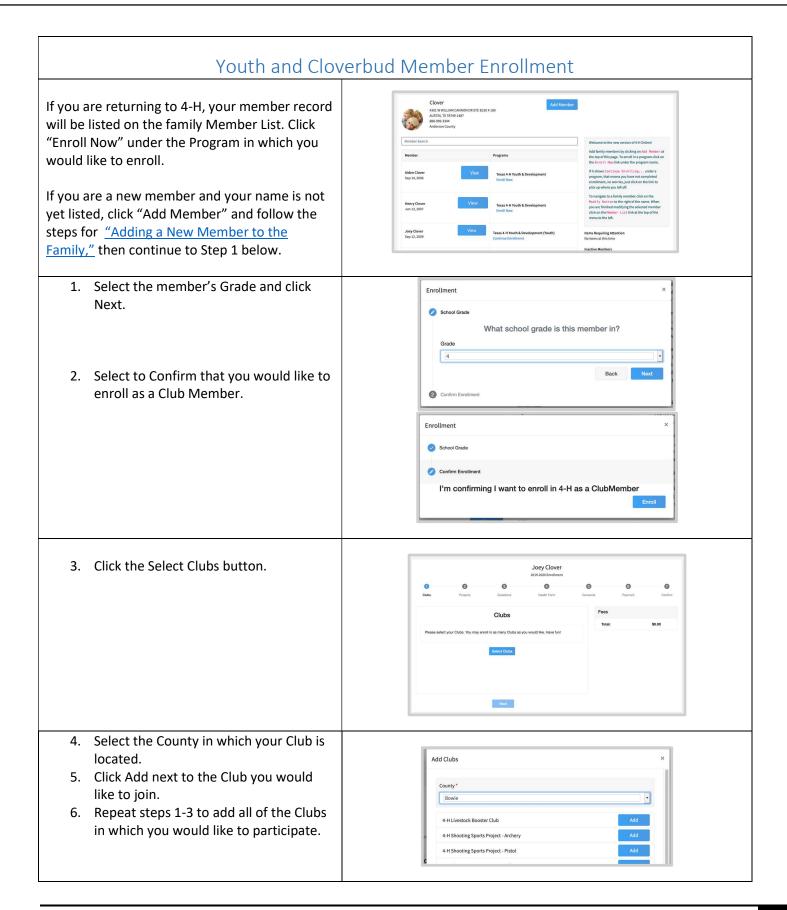


 Complete your family's information. Click the Create Account button. 	Create Your Account Texas A&M AgriLife Extension County Anderson Email dovergethonline.com Email dovergethonline.com Family Name Clover Mobile Phone 888.999-3344 Number Fromt 888.999-3344 Number Researce Password Immini Confirm Password Immini Back Create Account
 8. Enter your family's address information. 9. Click the Verify button. NOTE: The verification process may require you to select an appropriate USPS format. 	Verify Your Address Address Address Address City State Select State Postal Code Country US Verify
10. If you create a new account and an existing account is found, click the Confirm button and continue to Logging in with an Existing 4-H Online Account.	Existing Account X An account with this email has already been found, please sign in or recover password Confirm Cancel
 If you had an account in 4-H Online version 1.0, go to <u>http://v2.4honline.com</u>. Enter your email address and password. Click Sign-In Continue to <u>Youth and Cloverbud</u> <u>Member Enrollment</u> to re-enroll youth members, to Adult Enrollment to re- enroll Adult members or to <u>Adding New</u> <u>Members</u> to add new Family Members. If you have forgotten your password, click "Reset Password?" to receive an email with a link to set a new password. 	Existing 4-H Online Account



Adding a Ne	w Member to the Family
 Enter the member's information. Click the Next button. NOTE: fields marked with a red asterisk (*) are required fields and must be completed. NOTE: If your Institution offers enrollment for more than one program, you will have see an additional step to select your program. 	Member Litt Member Litt Member Litt Gest Gards Cest Gards Motions Fires Names ¹ Motions Latter Name Motions a date Mitting Latter Names ¹ Motions a date
 Complete the "About You" form with the requested information. Click the Next button. NOTE: Questions listed on this page may vary by Institution. 	Add Member Profile About You Birth Gender * Grads * Creads * Demographics Are you of Hispanic or Latino ethnicity? * Residence * Image: Comparison of Hispanic or Latino ethnicity? * Image: Comparison of Comp
 5. Select your method of participation. 6. Click the Finish button. If you have selected that you will be participating as New or Returning Club Member, continue to <u>Youth</u> and Cloverbud Member Enrollment. If you are participating as an Adult Volunteer, continue to the <u>Adult Volunteer Enrollment</u> instructions. 	Add Member Profile About You Beect Participation How would you like to participate? I am applying to be a New or Club Member I will be participating but not as a Club Member Back Finish
If you have selected that you will be participating, but not as a Club Member or Volunteer, your record is complete. You may register for events that are available to participants. Please see the Event Registration instructions. If you would like to enroll as a Club Member or Volunteer at any time, click "Enroll Now" from the Member List and continue to Youth and Cloverbud <u>Member Enrollment</u> or <u>Adult Volunteer Enrollment</u> .	Add Member Add Member Add Member Austrix, TX: 78749-1487 Austrix, TX: 78749-1487 Anderson County Member Search Member Member Programs Henry Clover View Texas 4-14 Youth & Development Jun 13, 2007

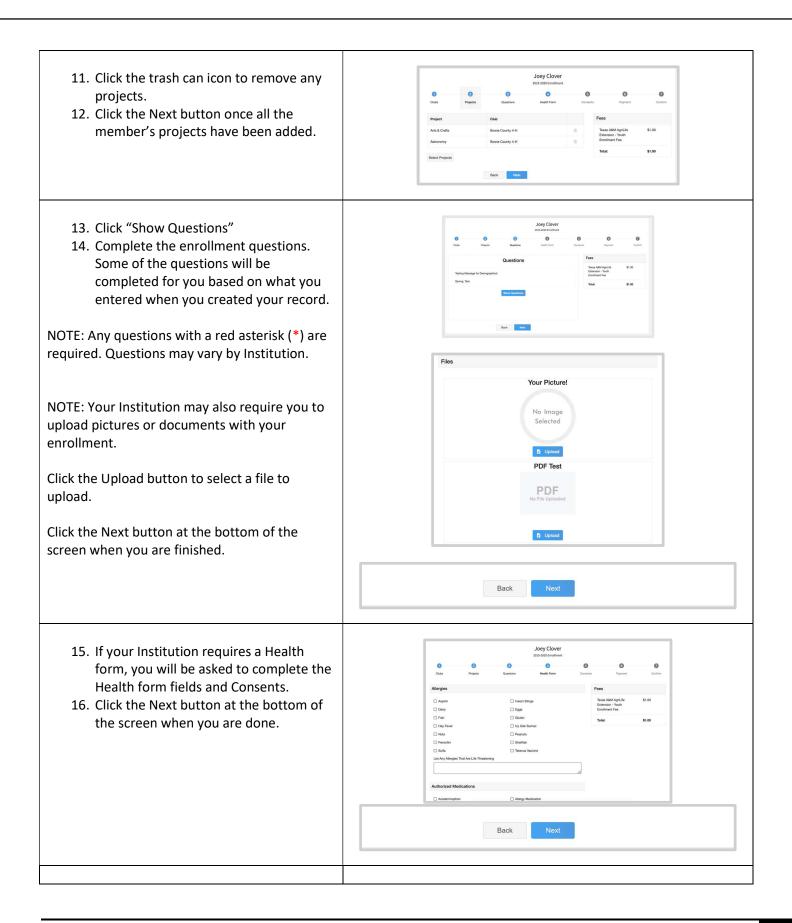






 If you have enrolled in more than one club, be sure the Primary club is marked correctly. If not, click the Change to Primary button to mark a different Club as your Primary Club. Click the trash can icon to remove a Club from the list. Once all of your Clubs are added, click Next at the bottom of the screen. 	Joey Clover 2013 300 forolimet Occoser Paynet Order Primary Oue County 4-H Oue Bowle Oue County 4-H Oute One One One One One One One One One On
7. Click Select Projects	Jory Clover BD BOTHONE DAM Page David Series David Prove David Projects Fright Terms Fright Terms Fright Terms
 Select the Club with which you want your project to be associated. Click the Add button next to the project you want to add to the member's enrollment. Repeat steps 7-9 for each project in which you would like to participate. 	Add Projects Clubs Booin County 4H Project filter Filter
NOTE: Some projects may have Consents that are required in order to participate. You will be prompted to enter the required signatures and accept the Consents after you click "Add".	Project Consents Member Name * Purret / Guardian Name * Consent & Test # 4 Member Name * Purret / Guardian Name *







 17. Complete any Consents your Institution requires. 18. Click the Next button at the bottom of the page when you are finished. 	Joey Clover 2013 State Interient Outer Partiel During Interifyers Develop Partiel During Interifyers Feel Partiel During Interifyers Develop Interim Partiel During Interim Interiment Face Interiment Menter Face Interiment Partiel During Interiment Partiel During Interiment Partiel During Interiment Face Partiel During Interiment Partiel During Interiment
If no fees are due, click the Next button and skip to step 25.	2019-2020 Enrollment Cudes Projects Gaussions Consents Pagewet Confirm No Payment Necessary, all set! Back Next
 If applicable, review the fees for the member. Enter your credit card information to pay any enrollment fees. Click Add Credit Card. This card will be available for you to select for additional members in your family. 	Select a payment method Select a Card or Or Add New Card \$10.00 Cardholder Name Total: Cardholder Name \$10.00 Card
23. Complete the Payment Terms. 24. Click the Next button.	Program fees are non-refundable for enrollments that have been made active. Member Name * Parent / Guardian Name * O I understand that program fee payments are non-refundable If the member record has been approved made active. * Back Next
 25. Review the enrollment information. 26. Once you have verified that the clubs and projects are listed correctly, click the Submit button. Congratulations, your enrollment is complete! 	Selected Clubs University of Maryland - \$10.00 Farmers Fortune, Charles - Primary Total: \$10.00 Selected Projects Selected Payments: CLOVERS (Agas 5-7) - Farmers Fortune VISA 4000-0000-0000 \$10.00 Back Submet
your County Extension office has approved your e List. Any enrollments that have fees to be paid by	follment has been submitted. You will receive another email when enrollment. You may view the enrollment status on the Member or credit card will process when the County Extension Office be declined, you will receive an email notification. It will include a change your payment method, if allowed.



Adult V	olunteer Enrollment	
If you are returning to 4-H, your Volunteer record the Program in which you would like to enroll.	If you are returning to 4-H, your Volunteer record will be listed on the family Member List. Click "Enroll Now" under	
	t yet listed, click "Add Member" and follow the steps for <u>"Adding a</u> <u>Family,"</u> then continue to Step 1 below.	
 Click Select Volunteer Types to indicate how you are planning to participate in the program throughout the year. At least one Volunteer Type is required 	Anna Clover 2019-2020 Errollment Megterstion Volunteer Type Questions Health Form Consents Payment Confirm Type Title Fees	
during the enrollment process. You may add additional Volunteer Types later, if needed.	Select Volunteer Types Total: \$0,00	
2. Select a Volunteer Type	Add Volunteer Type × Volunteer Type • Activity Volunteer • Club Volunteer • Project Volunteer • Chaperone • Committee Member •	
 Click Add next to your Volunteer Type Role. 	Add Volunteer Type × Volunteer Type Club Volunteer •	
NOTE: If you are a Project Leader for a specific Club, you will need to select a Club Volunteer Type and a Project Volunteer Type.	Club Leader Add Other Club Volunteer Add Done	
Some Volunteer Types require additional Consent forms. If additional Consent is required, you will be prompted to sign the Consent before the Volunteer Type will be added to your Record.	Follow the Rules Consent Will you billow the rule? Member Rame * Inna Clover © Yes O No Decline Accept	



4. Repeat steps 1-4 for each Volunteer	Anna Clover 2019 2000 Enrolment
type that you would like to participate	Registration
as.	Image: Construction Image: Construction
5. Click the small trash can icon to remove	Type Title Fees
any Volunteer Types.	Club Volunteer Club Leader Totat: \$0.00
6. Click Next.	Project Volunteer Project Leader
	Select Wolumteer Types
	Not
7. If you have selected a Club Volunteer	Anna Clover
Type, click "Select Clubs" to choose the	Registration
Clubs with which you would like to	0 0 0 0 0 0
Volunteer.	VolunteerType Clubs Projects Questions Health Form Consents Payment Confirm
	Primary Club Type County Fees
NOTE: If you did not select a Club Volunteer	Select Clubs Total: \$0.00
-	Back Next
Type, you will not see this screen.	
8. Select the County, Club and Volunteer	Add Clubs ×
type that corresponds with the Club in	1
	County*
which you would like to participate.	
9. Click Add next to the Club.	Volunteer Type * Club Leader -
10. Repeat steps 8-10 for each Club in	4-H Livestock Booster Club Add
which you would like to participate.	4-H Livestock Booster Club Add 4-H Shooting Sports Project - Archery Add
	C 4-H Shooting Sports Project - Pistol Add
	4-H Shooting Sports Project - Rifle Add
	4-H Shooting Sports Project - Shotgun Add
	4-H Support Foundation Add
	4-H Veterinary Science Project Add Bowie County 4-H Add
	Bowie County 4-H Add Bowie County Horse Club Add
	CLOSED DeKalb 4-H Club Add
	Cancel
11. If you have selected to participate as a	Anna Clover
Project leader, you will be prompted to	2019-2020 Enrolment
select a Project. Click Select Projects.	Volunteer Type Clubs Projects Questions Health Form Consents Payment Confirm
	Projects Fees
DTE: If you did not select a Project Volunteer	Total: \$0.00
pe, you will not see this screen.	Select Projects
	Back Next



 Select Club if you are a project leader for a specific Club, and select the Club. Then select the Project Volunteer Type that best describes your involvement. If you are a Project Volunteer for the entire County associated with your Family Profile, select County. Click Add next to the Project that you will be working with. 	Add Volunteer Projects × Club project volunteer or County wide project volunteer ● © Club ○ © Club ○ © Club ● (Lib * • (Lib * • (Lib * • (Volunteer Type * • Project Eader • Project Eader • Filter • ***Acres of Adventures 1 Add ***Acres of Adventures 2 Add Concert Dore
Some projects require additional Consents in order to participate. If an additional Consent is needed, you will be prompted to enter your signature and acceptance before the Project will be added to your record.	Member Name * Anna Construction of textLots of text * Decline Accept
 15. Click Show Questions. 16. Complete the Questions section. 17. When you are finished, click the Next button. 	Outcome Outcome Pagenet Outcome Questions Fuelsh Subtractions Fuelsh Subtractions Testing Message for Demographical Subvigs. Test. Subvigs. Test. Subvigs. Test.
NOTE: Any questions with a red asterisk (*) are required. Questions may vary by Institution. Your Institution may also require you to upload pictures or documents with your enrollment. Click the Upload button to select a file to upload.	Volunteer - Reference Letter PDF No File Uploaded Upload
 18. If your Institution requires a Health Form, complete the Health Information and Consent. 19. Click the Next button at the bottom of the page. 	Image: Second String Image: Second String <th< td=""></th<>



20. Complete the Consents required for your Institution.21. Click Next at the bottom of the page.	Occosed Occosed Occosed Occosed Occosed Visureer Type Clubit Prejects Questions Health Form Consorts Prejects Content Code of Conduct I I If Total: \$0.00 S0.00
 22. If payment is necessary, enter the Credit Card number or select an existing card. 23. Complete the Terms of Payment. 24. Click Next. 	Select a payment method Fee Ad Nuc Ced Disc dargerad Cardwaire Taum Biol Torms of Payment Biol @ Agree * Biok
25. If payment is not necessary, click the Next button.	Anna Clover 2013-2020 Executivest Sciencesta Wateree Type Co.de Projects Coarting Payment Coarting No Payment Necessary, all set!
26. Click Submit.	Anna Clover 203 2020 Evaluated Variation Tool Variation Tool Variation Tool Anna's Enrollment Back Charm
 27. In some states, additional information (Screening and Training) is required for Adult Volunteers. Click Confirm to continue to any additional steps. he additional steps may be completed at any me and in any order. 	Confirm Submission Are you sure you want to continue? Once you complete this step you're application will be submitted and you will no longer be able to go back. You must still complete the following steps in order to be an Active Volunteer. Confirm Cancel



Volunteer Screening		
If your state requires volunteer screening, complete the screening form and associated Consent. Click Continue to Submit your screening form for approval.	Anna Clover Begrater Begrater Begrater Bestater Begrater Begrater Bestater Begrater Bestater	
Volunteer Training		
If your state requires online Volunteer training, you will see a Training tab. Click the title of the training to select a lesson.	Anna Clover 2019-2020 Enrollment Registration Screening Training Name Training Status Child Protection Training Incomplete	
Click on the lesson title to open the lesson and begin the training.	Anna Clover atta S202 foreitonent Angeinnenn 6 orennog 6 orennog LESSON FTILE I Lesson 3 Tett I Lesson 3 Tett I Lesson 3 Tett	
Continuing an Enrollment		
To continue an enrollment that has been started or to complete additional Volunteer enrollment steps, click on the Member list.	Clover Add Member Add Member Add Member Add Member Add Member Market Standa Member Member Programs Member Programs Member Trace 44 Youth & Devicements by Colling on Add Member & the heavy regions of 44 Octimed Member Programs Member Programs Member Trace 44 Youth & Devicements fronth Member Trace 44 Youth & Devicement Fronth Member Trace 44 Youth & Devicement Fronth	
Then click the link to Continue the Enrollment or to continue a step in the Volunteer Enrollment process.	Sep 14, 2006 Vinit Fasa 4 1 Work A Development (Youth) If it about a controls, land a development (Youth) Anna Clover Control Endinest Part of the Control Endinest Anna Clover Your Tasa 4 1 Work A Development (Youth) To avail the Control Endinest Anna Clover Your Tasa 4 1 Work A Development (Youth) To avail the Control Endinest Anna Clover Your To avail the Control Endinest To avail the Control Endinest Control Endinest Applications Mainted Control Endings Control Endinest To avail the Control Endinest	

