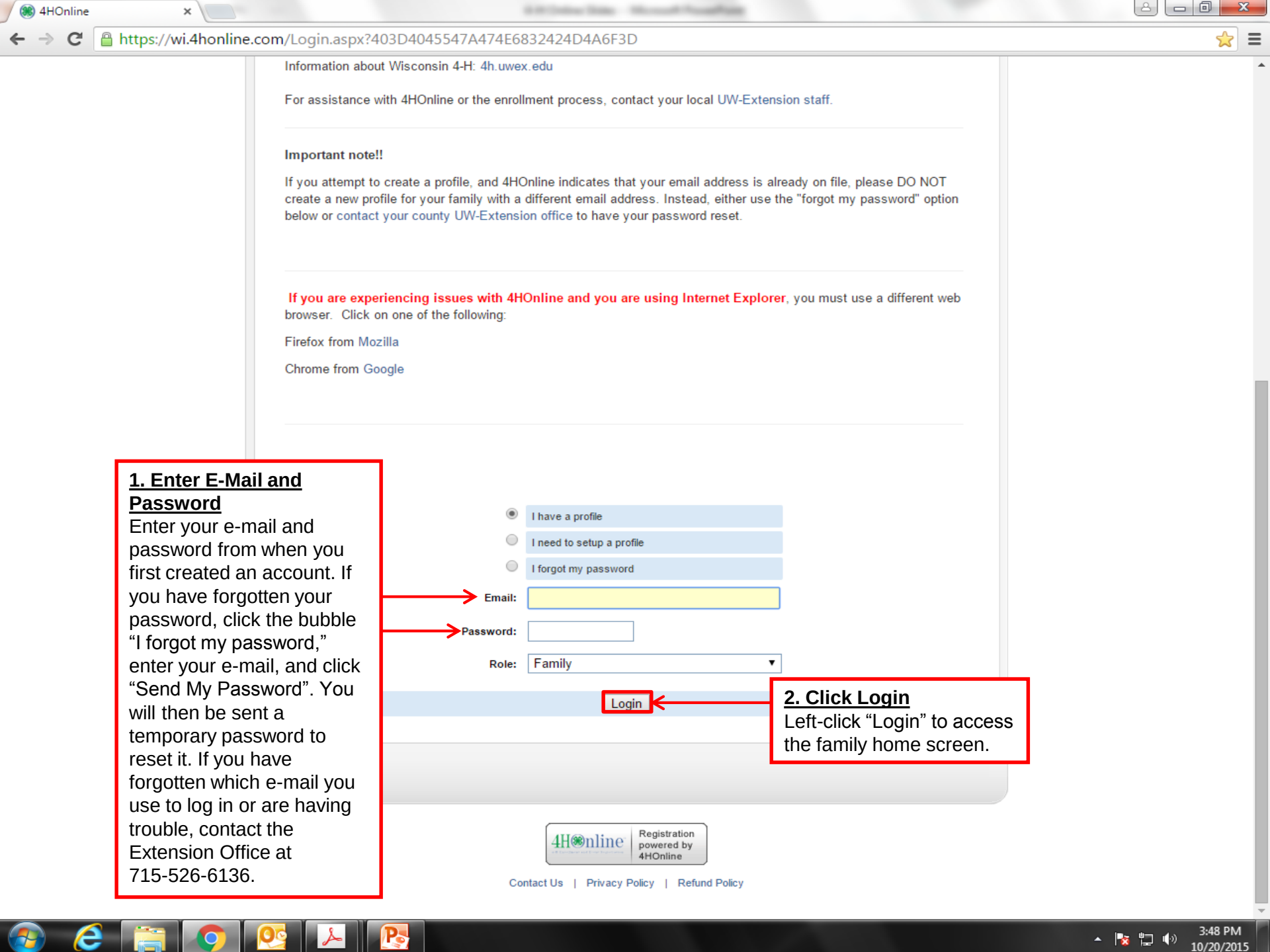
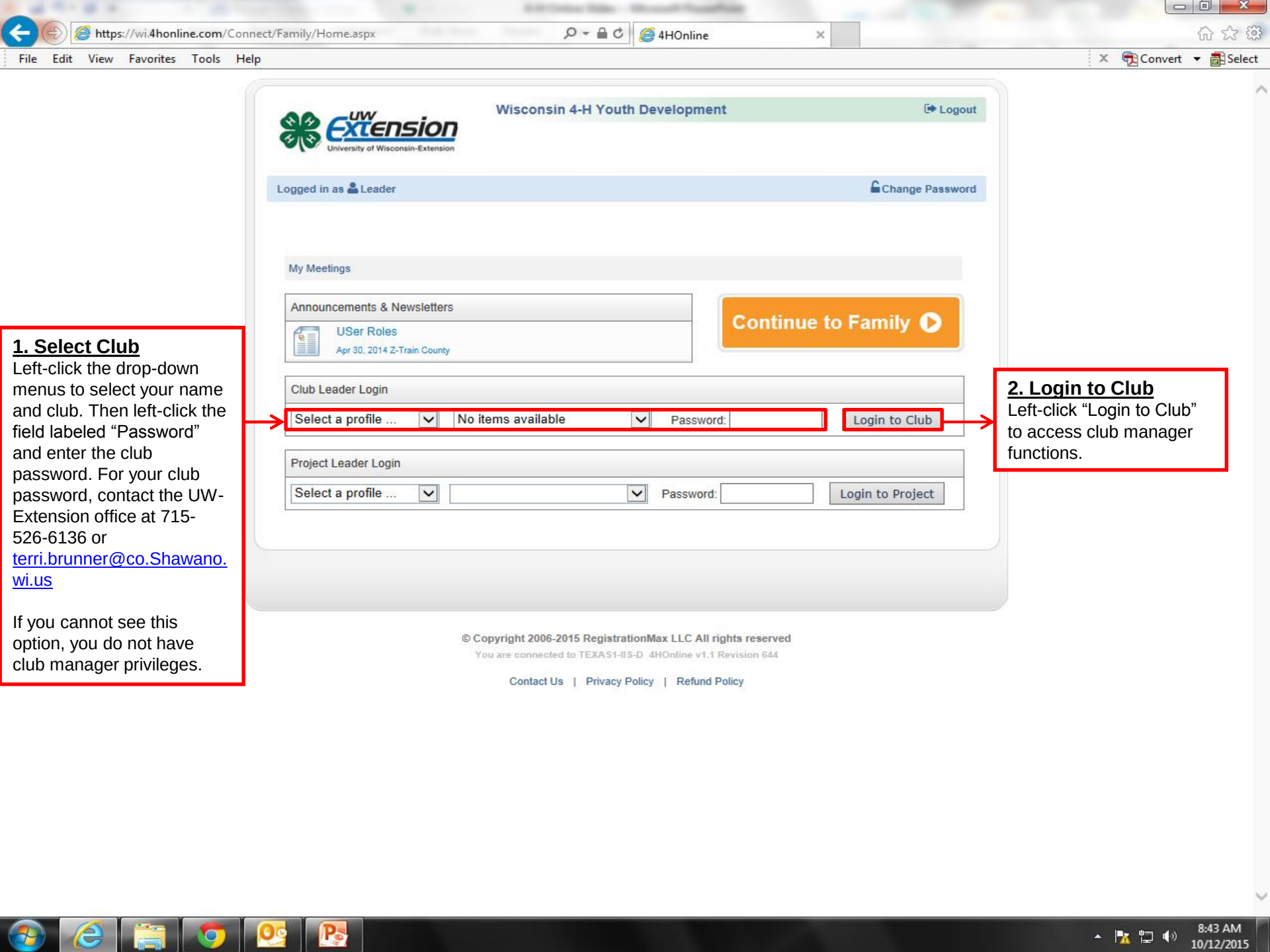


1. Enter E-Mail and Password
Enter your e-mail and password from when you first created an account. If you have forgotten your password, click the bubble "I forgot my password," enter your e-mail, and click "Send My Password". You will then be sent a temporary password to reset it. If you have forgotten which e-mail you use to log in or are having trouble, contact the Extension Office at 715-526-6136.

2. Click Login
Left-click "Login" to access the family home screen.



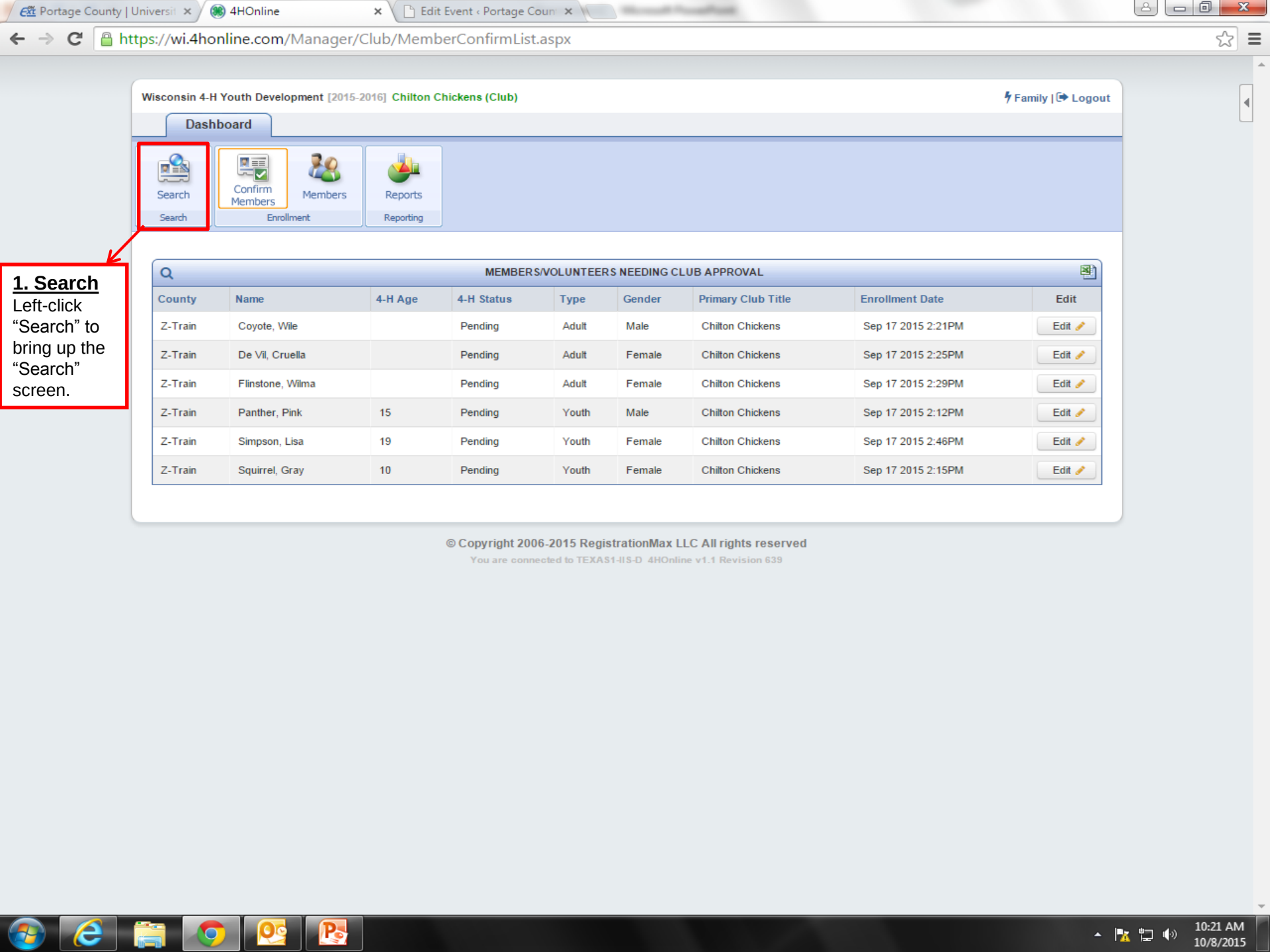
1. Select Club

Left-click the drop-down menus to select your name and club. Then left-click the field labeled "Password" and enter the club password. For your club password, contact the UW-Extension office at 715-526-6136 or terri.brunner@co.Shawano.wi.us

If you cannot see this option, you do not have club manager privileges.

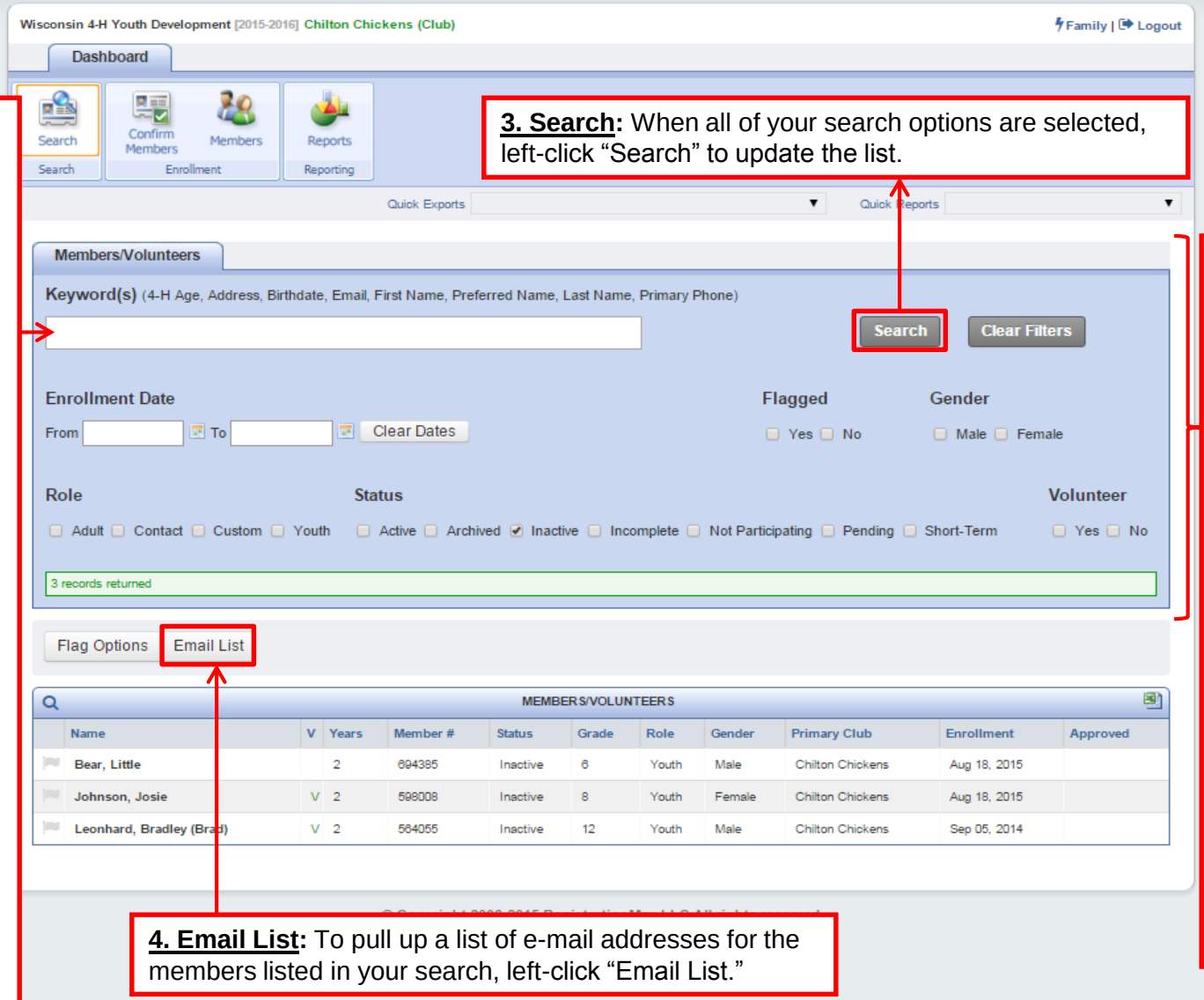
2. Login to Club

Left-click "Login to Club" to access club manager functions.


Portage County | Universit
4HOnline
Edit Event ‹ Portage Coun
https://wi.4honline.com/Manager/Club/MemberConfirmList.aspx
Wisconsin 4-H Youth Development [2015-2016] Chilton Chickens (Club)
Family | Logout
Dashboard
Search
Search
Confirm Members
Members
Enrollment
Reports
Reporting
1. Search
Left-click "Search" to bring up the "Search" screen.
MEMBERS/VOLUNTEERS NEEDING CLUB APPROVAL
County
Name
4-H Age
4-H Status
Type
Gender
Primary Club Title
Enrollment Date
Edit
Z-Train
Coyote, Wile
Pending
Adult
Male
Chilton Chickens
Sep 17 2015 2:21PM
Edit
Z-Train
De Vil, Cruella
Pending
Adult
Female
Chilton Chickens
Sep 17 2015 2:25PM
Edit
Z-Train
Flinstone, Wilma
Pending
Adult
Female
Chilton Chickens
Sep 17 2015 2:29PM
Edit
Z-Train
Panther, Pink
15
Pending
Youth
Male
Chilton Chickens
Sep 17 2015 2:12PM
Edit
Z-Train
Simpson, Lisa
19
Pending
Youth
Female
Chilton Chickens
Sep 17 2015 2:46PM
Edit
Z-Train
Squirrel, Gray
10
Pending
Youth
Female
Chilton Chickens
Sep 17 2015 2:15PM
Edit
© Copyright 2006-2015 RegistrationMax LLC All rights reserved
You are connected to TEXAS1-IIS-D 4HOnline v1.1 Revision 639
10:21 AM
10/8/2015

1. Type Search
For a quick search by name, age, phone number, etc., left-click the search field and type what you know about the member you are looking for. If you do not know precisely how a name is spelled, you can do a "wildcard" search by typing as much of the name as you know and inserting an asterisk (*).

For example, typing **Jo*** might show you:
George **Jo**hnson
John Lennon
Joanna Smith



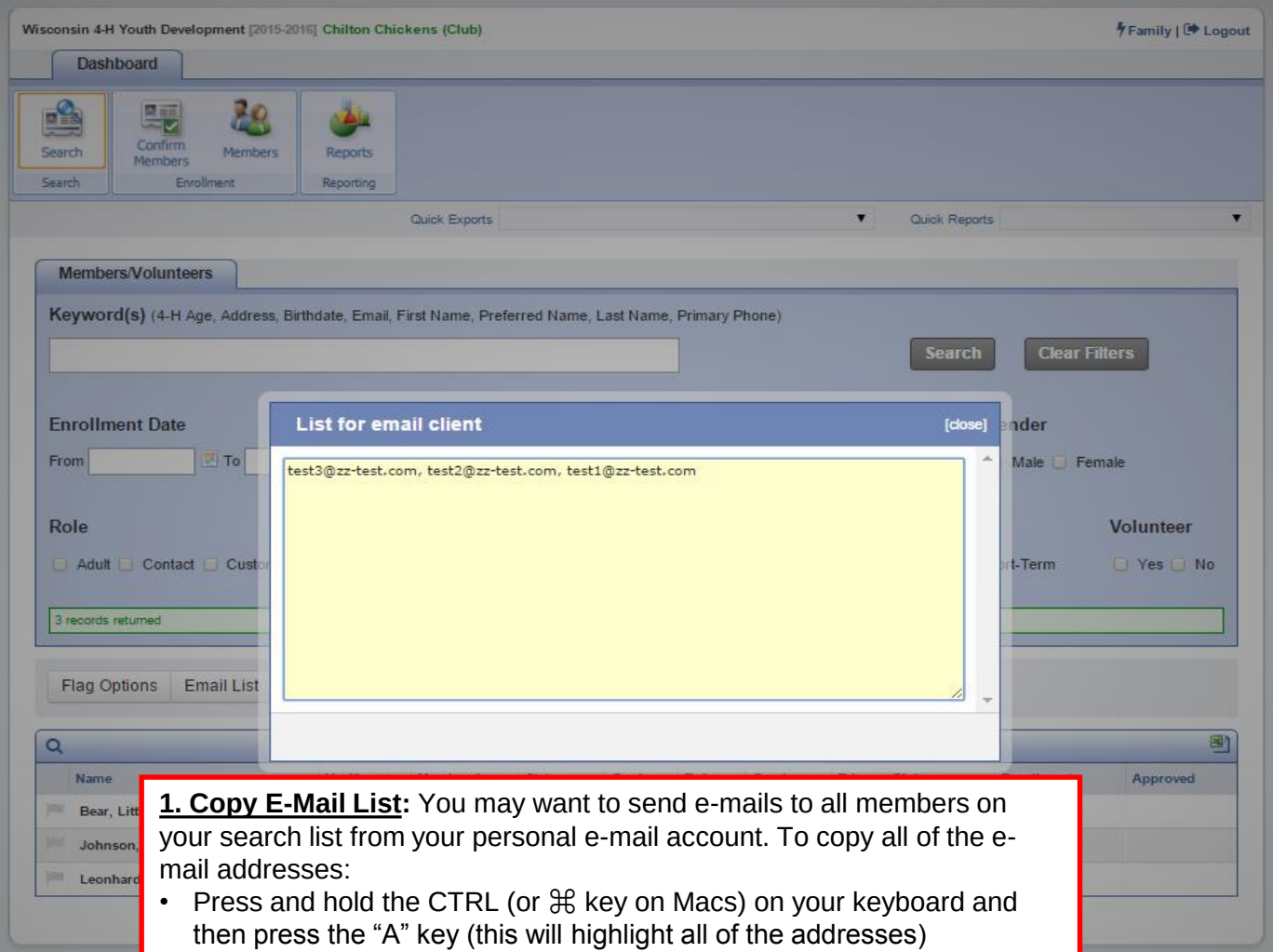
3. Search: When all of your search options are selected, left-click "Search" to update the list.

2. Filter Search
Left-click any checkbox filters you want to apply in addition to your type search **or** without doing a type search at all.

For example, typing "Johnson" and left-clicking the "Adult" checkbox will produce a list of all members associated with the name "Johnson" **and** who enrolled as adults.

For a detailed explanation of flags and filters, see the Screen-by-Screen guide for "The Search Screen."

4. Email List: To pull up a list of e-mail addresses for the members listed in your search, left-click "Email List."



1. Copy E-Mail List: You may want to send e-mails to all members on your search list from your personal e-mail account. To copy all of the e-mail addresses:

- Press and hold the CTRL (or ⌘ key on Macs) on your keyboard and then press the “A” key (this will highlight all of the addresses)
- Press and hold the CTRL key on your keyboard and then press the “C” key (this will copy the addresses you highlighted)
- Log in to your e-mail account and left-click on the field where you enter e-mail addresses.
- Press and hold the CTRL key on your keyboard and then press the “V” key to paste.