



# 4-H Online 2.0 Family Enrollment **QUICK GUIDE**



## FINISHING ENROLLMENT

### Returning 4-H Families

Complete any Consents your Institution requires. Click the Next button at the bottom of the page when you are finished.

Skip "Payment Terms." Click the Next button.

Review the enrollment information. Once you have verified that the clubs and projects are listed correctly, click the Submit button.

Congratulations, your enrollment is complete!

### Returning Adult Volunteers

If you are returning to 4-H, your Volunteer record will be listed on the family Member List. Click "Enroll Now" under the Program in which you would like to enroll.

If you are a new volunteer and your name is not yet listed, click "Add Member" and follow the steps for "Adding a New Member to the Family," 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 during the enrollment process. You may add additional Volunteer Types later, if needed.

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### Returning Adult Volunteers

#### Select a Volunteer Type

Several types of volunteer roles contribute. They include:

**Organizational Leader** - establishes and maintains a club structure that supports 4-H Youth Development activities for school age youth.

**Project Leader** - The project leader provides instruction and guidance to 4-H members when doing a project.

**Activity Leader** - The activity leader helps members plan for and participate in activities such as community service, public presentation, special celebrations and trips.

**Resource Leader** - Resource leaders are volunteers who are selected by Cooperative Extension staff to aid, train and work with 4-H club leaders or members on a short-term basis.

Click Add next to your Volunteer Type Role.

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.

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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.

If you have selected a Club Volunteer Type, click "Select Clubs" to choose the Clubs with which you would like to Volunteer.

NOTE: If you did not select a Club Volunteer Type, you will not see this screen.

Select the County, Club and Volunteer type that corresponds with the Club in which you would like to participate. Click Add next to the Club. Repeat steps 8-10 for each Club in which you would like to participate.

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