

If you or another member of your household has previously been enrollment in 4-H as a member and/or volunteer, you may already be in the 4-H Online system. Using the e-mail address that you previously provided to us, you will be able to reset your password to enroll online and manage your 4-H Online account. If you are unsure which e-mail address we have on file, please call the office at 270-685-8480 to verify before completing this enrollment process.



## 4-H Online 2.0 Family Enrollment Guide

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Creating a New 4-H Online Account	
<ol> <li>Go to <u>http://v2.4honline.com</u>.</li> <li>Click "Don't have an account?" if you have never enrolled in 4-H before using 4-H Online.</li> <li>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></li> <li>Enrollment.</li> </ol>	Image: State of the state
3. Select your state from the drop-down menu.	Create Your Account Select Your State
<ol> <li>If there is more than one Institution in your state, select your Institution.</li> </ol>	Create Your Account Select Your State Select an Institution Texas AddM AgriLife Extension Prairie View AddM University
5. Choose your county from the drop- down menu.	Create Your Account Texas A&M AgriLife Extension Select County

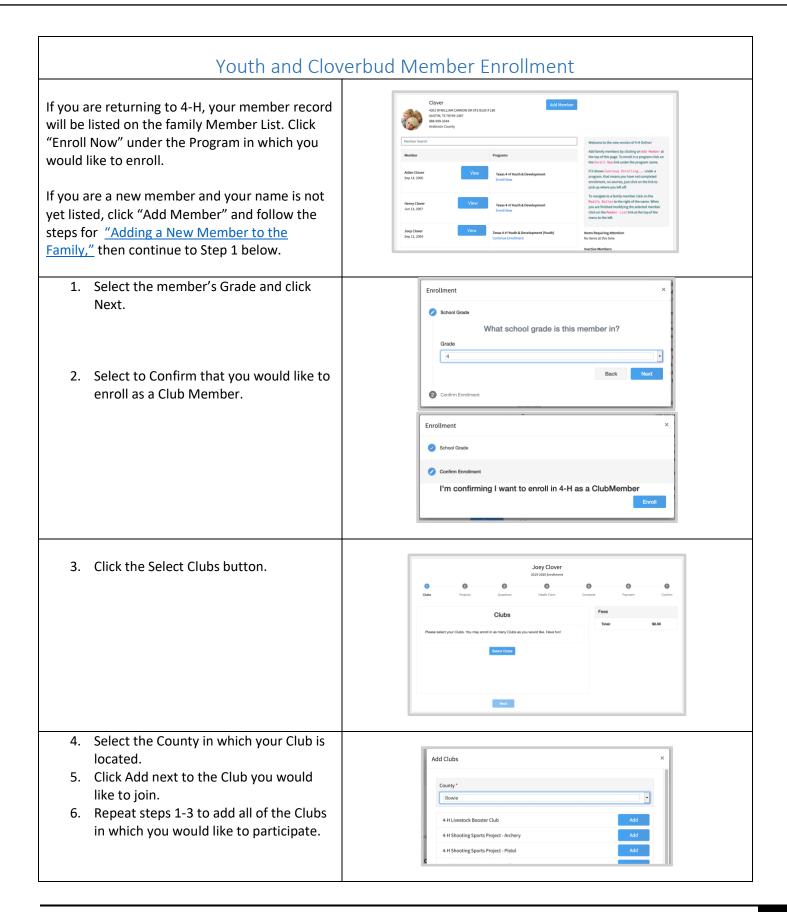


<ol> <li>Complete your family's information.</li> <li>Click the Create Account button.</li> </ol>	Create Your Account Texas A&M AgriLife Extension County Anderson Email clover@Hontime.com Confirm Email clover@Hontime.com Family Name Clover Mobile Phone &&&-929-3344 Number Fromt #89-89-898 Password
<ol> <li>Enter your family's address information.</li> <li>9. Click the Verify button.</li> <li>NOTE: The verification process may require you to select an appropriate USPS format.</li> </ol>	Verify Your Address         Address         Address 2         City         State         Select State         Postal Code         Country         US
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
<ol> <li>If you had an account in 4-H Online version 1.0, go to <u>http://v2.4honline.com</u>.</li> <li>Enter your email address and password.</li> <li>Click Sign-In</li> <li>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.</li> <li>If you have forgotten your password, click "Reset Password?" to receive an email with a link to set a new password.</li> </ol>	Existing 4-H Online Account         Image: Constraint of the state of the stat



Adding a Ne	w Member to the Family
<ol> <li>Enter the member's information.</li> <li>Click the Next button.</li> <li>NOTE: fields marked with a red asterisk (*) are required fields and must be completed.</li> <li>NOTE: If your Institution offers enrollment for more than one program, you will have see an additional step to select your program.</li> </ol>	Cover family
<ol> <li>Complete the "About You" form with the requested information.</li> <li>Click the Next button.</li> <li>NOTE: Questions listed on this page may vary by Institution.</li> </ol>	Add Member
<ul> <li>5. Select your method of participation.</li> <li>6. Click the Finish button.</li> <li>If you have selected that you will be participating as New or Returning Club Member, continue to Youth and Cloverbud Member Enrollment.</li> <li>If you are participating as an Adult Volunteer, continue to the Adult Volunteer Enrollment instructions.</li> </ul>	Add Member  Add Member  About You  Froffie  How would you like to participate?  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 <u>Youth and Cloverbud</u> <u>Member Enrollment</u> or <u>Adult Volunteer Enrollment</u> .	Clover     Add Member       4301 W WILLIAM CANNON DR STE B150 # 180     AUSTIN, TX 78749-1487       888-999-3344     Anderson County       Member Search     Programs       Henry Clover     View       Jun 13, 2007     View

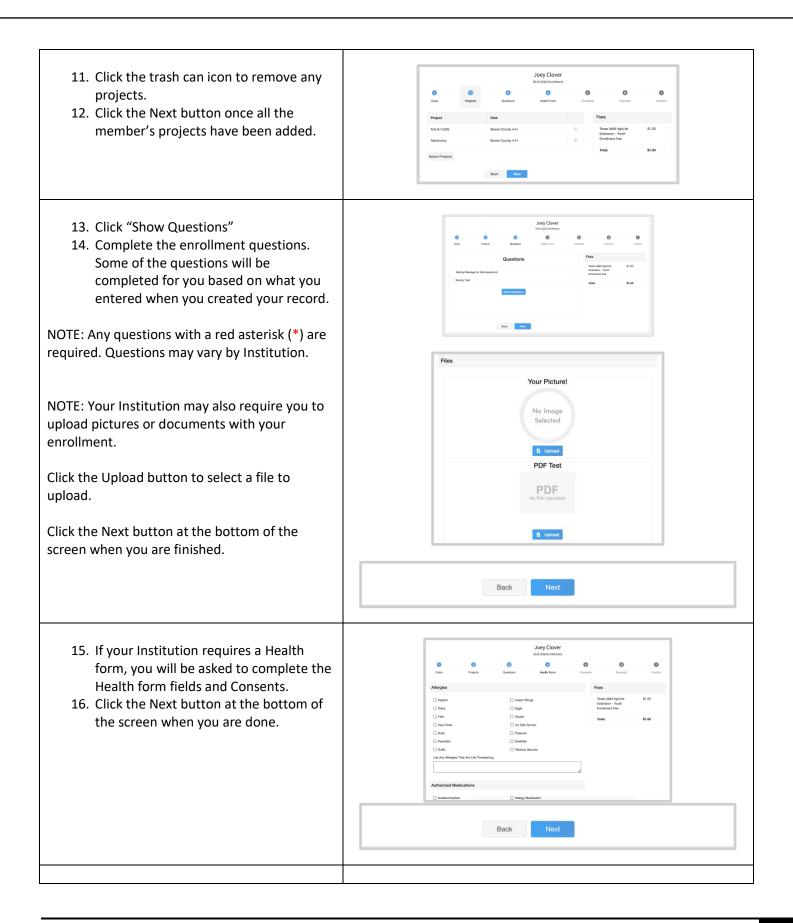






<ol> <li>If you have enrolled in more than one club, be sure the Primary club is marked correctly. If not, click the Change to Primary button to mark a different Club as your Primary Club.</li> <li>Click the trash can icon to remove a Club from the list.</li> <li>Once all of your Clubs are added, click Next at the bottom of the screen.</li> </ol>	Joey Clover       2015 2020 Externet       Cube     Pagets       Questions     Hall Form       Cube     Pagets       Questions     Hall Form       Connext     Pagets       Cube     Bowle       Cube     Bowle       Cube     Bowle       Stelect Cube     Stelect
7. Click Select Projects	Jory Clover And Market And Marke
<ol> <li>Select the Club with which you want your project to be associated.</li> <li>Click the Add button next to the project you want to add to the member's enrollment.</li> <li>Repeat steps 7-9 for each project in which you would like to participate.</li> </ol>	Add Projects       ×         Clubs       Image: Clubs         Device County 4 H       Image: Clubs         Animal Science       Add         Aris & Crafts       Add         Aris & Crafts       Add         Dairy Catle       Add         Dogs       Add         Food Preparation       Add         Dorg       Add         Dorgs       Add         Pood Preparation       Add
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 x     Member Kame *        Perret / Guardian Kame *     Consent 4   Test # 4   Member Kame *   Perret / Guardian Kame *     Perret / Guardian Kame *     Perret Kame Kame *     Paret Kame *







<ol> <li>17. Complete any Consents your Institution requires.</li> <li>18. Click the Next button at the bottom of the page when you are finished.</li> </ol>	Joey Clover         283 583 tontion         Outs       Name         Outs       Name         Control         Influence       Fest         Stations       Name         Mentor Name       Name         Preper Order Name*       Name         Other - watch       Name         Stations       Name         Outset Name*       Name         Other - watch       Name         Stations       Name </th
If no fees are due, click the Next button and skip to step 25.	Cutas Projectis Constants
<ol> <li>If applicable, review the fees for the member.</li> <li>Enter your credit card information to pay any enrollment fees.</li> <li>Click Add Credit Card.</li> <li>This card will be available for you to select for additional members in your family.</li> </ol>	Select a payment method     Fees       or     University of Marginol - 1       Add Here Card     \$10.00       Cardiolars Name     Total       Cardiolars Name     \$10.00
NOTE: Your state may allow offline payment options such as check/cash submitted to the County Office, Coupon Code or Waiver Request. Proceed per the instructions of your County office.	Payment for this invoice will be collected by Allegany CountyArea.     Apply       Request a Fee Waiver.     Request       Coupon Code     Apply
23. Complete the Payment Terms. 24. Click the Next button.	Payment Terms         Program fees are non-refundable for enrollments that have been made active.         Member Name *         Parent / Guardian Name *         Parent / Guardian Name *         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.	
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26. Once you have verified that the clubs and projects are listed correctly, click the Submit button.Congratulations, your enrollment is complete!

seted Projects VISA 4000-5000-1000 \$10.00 (Perding)	octed Clubs	University of Maryland - Youth Enrollment Fee	\$10.00
Selected Projects VISA 4000-3000-1000 \$10.00	Farmers Fortune, Charles - Primary	Total:	\$10.00
GLOVENS (Agas 5-7) - Parmers Portune	Selected Projects		
	CLOVERS (Ages 5-7) - Parmers Portune		

You will receive an email to let you know your enrollment has been submitted. You will receive another email when your County Extension office has approved your enrollment. You may view the enrollment status on the Member List. Any enrollments that have fees to be paid by credit card will process when the County Extension Office approves the enrollment. Should the transaction be declined, you will receive an email notification. It will include a link to login so that you may add another card or change your payment method, if allowed.

## Adult Volunteer Enrollment

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 <u>"Adding a</u> <u>New Member to the Family,"</u> then continue to Step 1 below.

<ol> <li>Click Select Volunteer Types to indicate how you are planning to participate in the program throughout the year.</li> <li>At least one Volunteer Type is required during the enrollment process. You may add additional Volunteer Types later, if needed.</li> </ol>	Anna Clover 2019-2020 Enrollment Pegistration Volunteer Type Questions Health Form Consents Pegiment Confirm Type Title Fees Select Volunteer Types Estimated Select Solutions Types Estimated Select Solutions Select Select Solutions Select Select Solutions Select Solutions Select Solutions Select Solutions
2. Select a Volunteer Type	Add Volunteer Type  Volunteer Type  Activity Volunteer  Club Volunteer  Project Volunteer  Chaperone  Chaperone  Coach  Committee Member
<ol> <li>Click Add next to your Volunteer Type Role.</li> <li>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.</li> </ol>	Add Volunteer Type Club Volunteer Club Volunteer Club Lasfer Add Other Club Volunteer Add Deter



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 Consert         Will you follow the rules?         Member Name *         Area Clover         @ Yes         O No         Decline       Accept
<ol> <li>Repeat steps 1-4 for each Volunteer type that you would like to participate as.</li> <li>Click the small trash can icon to remove any Volunteer Types.</li> <li>Click Next.</li> </ol>	Anna Clover         Tegetorien         Outer Type       Outer         Select Volunteer       Outgrowne         Interview       Outgrowne         Select Volunteer Type       Interview
<ul> <li>7. If you have selected a Club Volunteer Type, click "Select Clubs" to choose the Clubs with which you would like to Volunteer.</li> <li>NOTE: If you did not select a Club Volunteer Type, you will not see this screen.</li> </ul>	Anna Clover 2015-2020 Envolment Preparation Walreter Type Oute Projects Justifier Ourser's Payment Covern Walreter Type Oute Projects Health Form Covern's Payment Covern Primary Ohds Type County Fees Educet Chulos Each Next
<ol> <li>Select the County, Club and Volunteer type that corresponds with the Club in which you would like to participate.</li> <li>Click Add next to the Club.</li> <li>Repeat steps 8-10 for each Club in which you would like to participate.</li> </ol>	Add Clubs       ×         County*       Ibovie         Dowie       •         Velunteer Type*       •         Club Lasder       •         4 H Liventork Booster Club       Add         4 H Shooting Sports Project - Archery       Add         4 H Shooting Sports Project - Printol       Add         4 H Shooting Sports Project - Shotgun       Add         Bowie County 4 H       Add         Bowie County Honse Club       Add         CLOSED Defails 4 H Club       Add         Losed       Add
<ol> <li>If you have selected to participate as a Project leader, you will be prompted to select a Project. Click Select Projects.</li> </ol>	



NOTE: If you did not select a Project Volunteer Type, you will not see this screen.	Anna Clover 2019-0001 fanolinest Magenerater Volunteer Type Oute Pagenets Outerton Hauten From Outerton Payment Outer Projects Based Progenits Based Projects
<ol> <li>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.</li> </ol>	Back     Normalized       Add Volunteer Projects     X       Club project volunteer     Image: Club project volunteer       Image: Club project volunteer     Image: Club project volunteer
<ol> <li>13. If you are a Project Volunteer for the entire County associated with your Family Profile, select County.</li> <li>14. Click Add next to the Project that you will be working with.</li> </ol>	4-H Rabbit Club       •         Volunteer Type •       •         Project filter       •         Filter       •         ***Acres of Adventures 1       Add         ***Acres of Adventures 2       Add         ••••       •         Done       •
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
<ol> <li>15. Click Show Questions.</li> <li>16. Complete the Questions section.</li> <li>17. When you are finished, click the Next button.</li> </ol>	Outcome Type     Outcome Type     Outcome Type     Outcome Type     Outcome Type       Questions     Frees     Totaling Message for Demographical     Totaling Message for Demographical       Serving, Text.     Serving Text.     Serving Text.
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



<ol> <li>18. If your Institution requires a Health Form, complete the Health Information and Consent.</li> <li>19. Click the Next button at the bottom of the page.</li> </ol>	Vulneter Type       Outs       Peijocts       Outsfors       Headth Form       Outsfors       Peijocts       Outsfors         Allergies       Image: Peijocts       Image: Peijocts       Peijocts       Peijocts       Peijocts       Outsfors         Allergies       Image: Peijocts       Image: Peijocts       Peijocts <td< th=""></td<>
<ul><li>20. Complete the Consents required for your Institution.</li><li>21. Click Next at the bottom of the page.</li></ul>	O     O     O     O     O       Volument Type     Cube     Projectis     Current     Projectis     Projectis       Codes of Conclusion     I will holow the Rules at all timed     Fees     Total:     \$0.00       Member Name *
<ul><li>22. If payment is necessary, enter the Credit Card number or select an existing card.</li><li>23. Complete the Terms of Payment.</li><li>24. Click Next.</li></ul>	Select a payment method       Fer         With the Cerl       Using of Model:       IS 08         Cardwine from:       Validation: (V/I)       IS 08         Cardwine from:       Validation: (V/I)       IS 08         Cardwine from:       Validation: (V/I)       IS 08         Forms of Payment       Forms of Payment       Is 08         Image:       Back       Next
25. If payment is not necessary, click the Next button.	Anna Clover 233-2030 Ensitement Screening Wartere Tool Wartere Tool Outs Pagement Nocessary, all set!
26. Click Submit.	Anna Clover 2015-2020 foreflower Meginnelike Montione Type Cube Papers Anna's Enrollment Back Enter



<ul> <li>27. In some states, additional information (Screening and Training) is required for Adult Volunteers. Click Confirm to continue to any additional steps.</li> <li>The additional steps may be completed at any time and in any order.</li> </ul>	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 arg state for and
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 Sector       Training Name     Training Sector       Child Protection Training     incomplete
Click on the lesson title to open the lesson and begin the training.	Anna Clover 2013-2028 Evolvere Negrotochon Economy Comme Usesson Hitz Commo Teat Commo Teat Commo Teat Commo Teat
Continuing an Enrollment	
To continue an enrollment that has been started or to complete additional Volunteer enrollment steps, click on the Member list. Then click the link to Continue the Enrollment or to continue a step in the Volunteer Enrollment process.	Clover     Add Member       Add Member     Add Member       Add Member     Add Member       Add Member     Add Member       Member States     Member States       Member States     Member States

