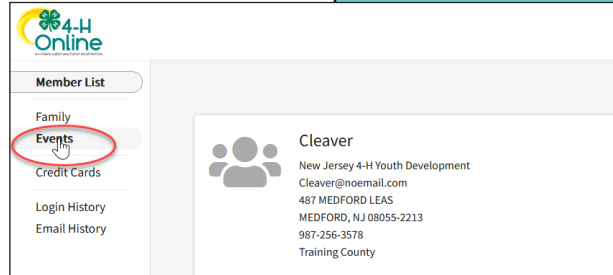# Registering for
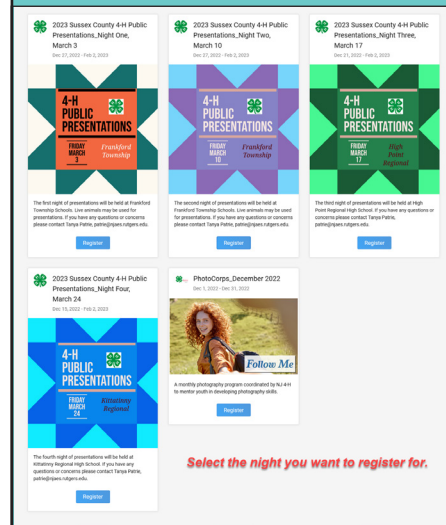# Sussex County 4-H Public Presentations

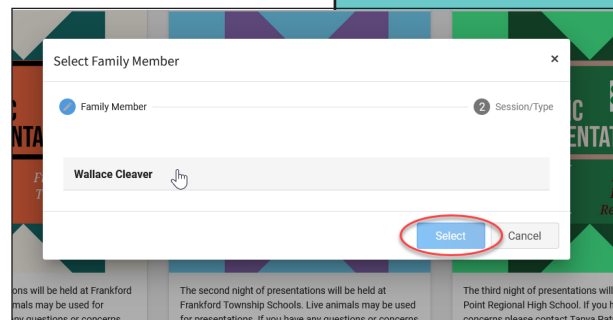**Login** to your family account in 4-HOnline.

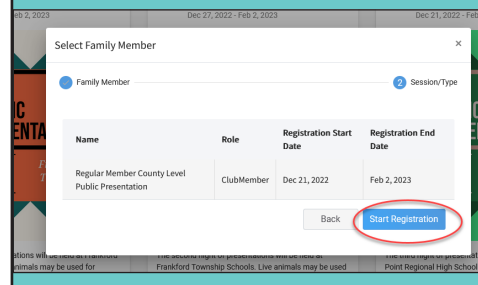Select *Events* from the menu on the left.

Select your presentation night.

Click on the name of the the member who's registering and click *Select*.

Next, click *Start Registration*

Answer the questions about your presentation.

At the bottom of this screen you can download more information about this year's presentations as well as the *NJ 4-H Public Presentations Guide.*

Click *Next* when done.

Read and sign the consent agreements on the next page.

Finally, review the information on the Summary page and click *Finish*

You will receive an email confirming your registration was *submitted*.

The 4-H Office will contact you with any questions.

A second email with more information will confirm your child has been registered for the night selected.

If you need to change the date of your presentation, or have questions, please contact Tanya Patrie, patrie@njaes.rutgers.edu

Checking your Event Status

You can check the status or your registration through the member's record in 4-HOnline.

Select *View* next to the member's name on the Member List page then, click on *Events* in the column on the left menu.

You'll see all the events they've registered for and their status.

Incomplete registrations can be completed by clicking on the registration.