



Family Enrollment 4-HOnline v. 2.0

To begin, go to <http://v2.4honline.com>

If you don't already have a 4-HOnline account, click on the *Don't have an account?* link to create one.

Notes:

If you had an account in 4-HOnline last year, you should be able to login with your current information (username: email and password.)

If you've forgotten your password, click the *Reset Password* link to have a temporary password sent to your email address.

Passwords in 4HOnline 2.0 must have 10 characters, include a number, a capital letter and a symbol.
Example: Clover1234!

Select *New Jersey* from the drop-down menu requesting your State.

Select *New Jersey Youth Development*

Select your county from the next menu

Enter your information in the *Create Your Account* section.



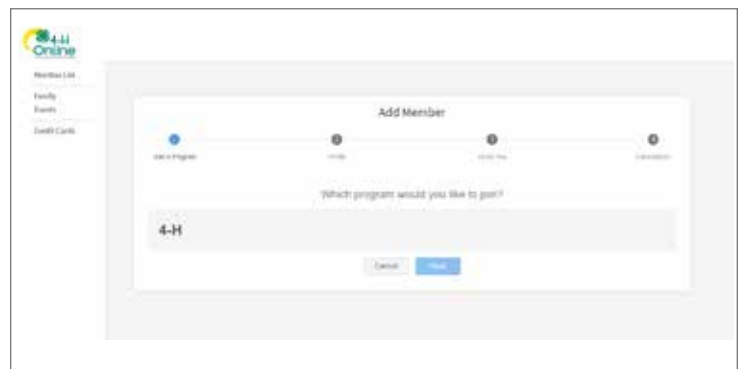
Add Member

To enter your first member, click *Add Member*

Join a Program

Click on the rectangle to select **4-H** as the program you are enrolling in.

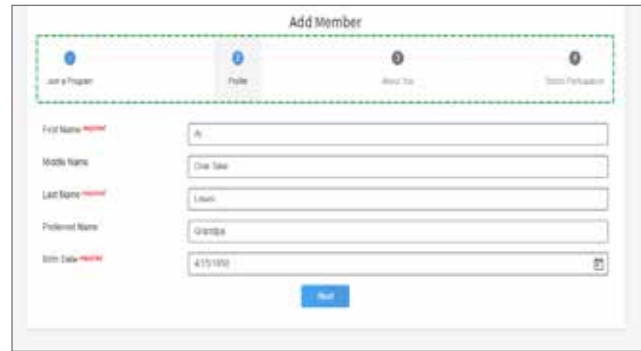
Then click *Next*



Profile

Add the member's name and date of birth.

Then click *Next* to advance.



About You

Answer the questions under *About You* and *Demographics*. Please add information for an Emergency Contact.

Then click *Next* to advance.

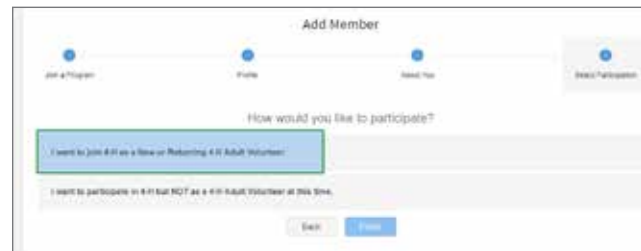
Note: Many of the questions here are **required** and must be answered to submit the 4-H member's enrollment.



Select Participation

On the Participation page, **please select the top rectangle** for New or Returning 4-H members. This will allow you to enroll in a 4-H club.

Then click *Finish* to begin enrollment for the member.



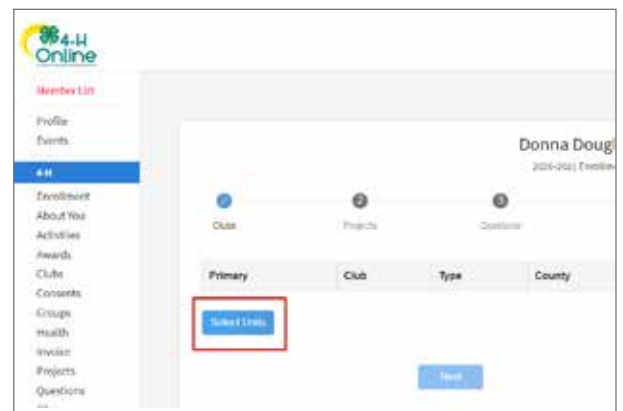
Registration

Clubs

In this section you will select 4-H clubs.

The timeline at the top of the page will show your progress. You can always go back to a section to change information. If you get interrupted, the program will take you back to where you left off.

Click *Select Units* to begin.



Tips

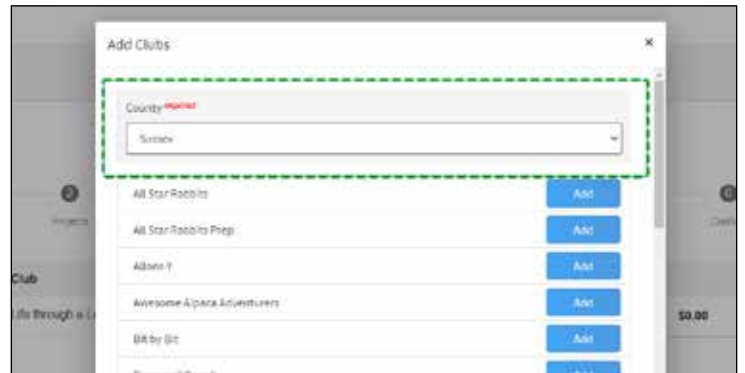
- Your progress can be tracked on the time line at the top of the page.
- You can always navigate back to change any information.

By default, you can select a club from your county.

If you are participating in a club from another county, select that county from the drop-down menu. This will display the clubs in that county.

Do **not** select clubs without contacting the club's leader first.

The club will be added to your record.

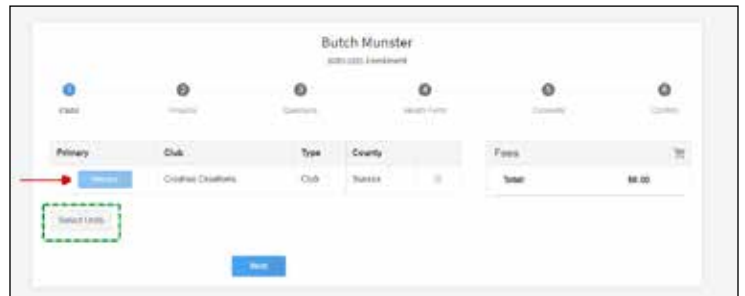


Primary Club

The first club selected is the member's **Primary** club. The leader of this 4-H club must confirm the member's participation before their enrollment can be approved by the county 4-H office.

You may select additional clubs by clicking the *Select Units* button.

When you have selected all your clubs, click *Next*.



Projects

In this section you will link each club to a project.

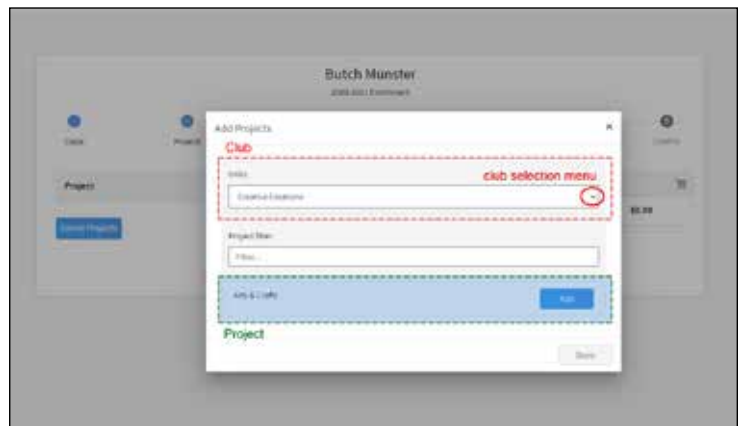
Click the *Select Projects* button.

To add the project listed at the bottom the screen to the club at the top, click the *Add* button.

If more than one project is listed for the club, add those in which you will be participating.

Click *Select Projects* for each club you added to your record. Choose each club through the drop-down menu to add projects to it.

When you have added projects to each of your clubs, click *Next*.



Questions

In the Questions section you will add to the personal information you entered in the *About You* section.

Click the *Show Questions* button.

Add contact information for any additional guardians for the 4-H member. Select the school they attend and answer the questions regarding military service.

When complete, click *Next* to continue.



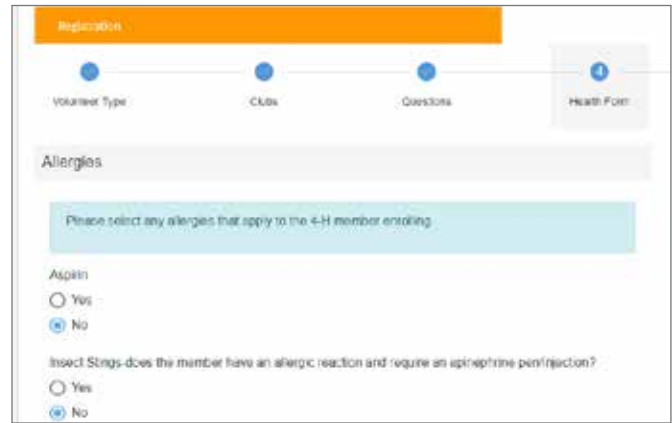
Health

In the Health section you will be able to share information about any allergies the 4-H member may have. Most of these are not required, but answering them will help us provide a safer environment.

Click the *Show Health Questions* button.

When complete, please type/sign your name in the field at the bottom of the page, and click *Next*.

Note: During the program year you will be able to change or add information to the member's health record.



Consents

Consents are policies you must read and sign indicating you agree. (With the Media Agreement you have the option to disagree.)

Click the *Show Consents* button.

Review the consent forms, click the appropriate button afterward and sign.

Click *Next* when done.



Confirmation

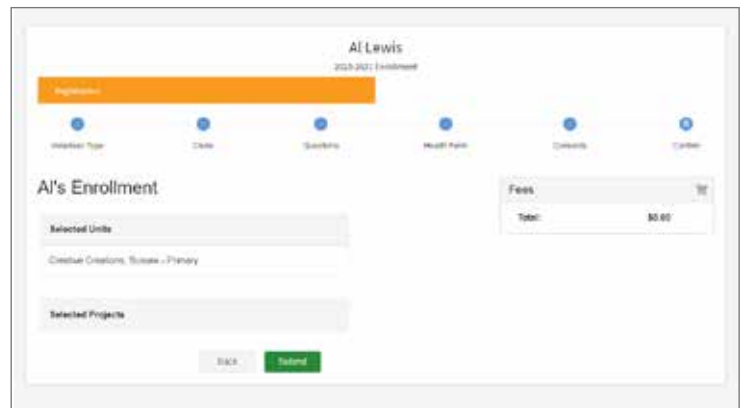
The Confirmation page is your final step.

Please review the club and project information for accuracy. (You can return to any part to make changes.)

Click *Submit* when done.

Congratulations! You will receive an email confirming your submission and another when you are officially enrolled.

You may check on the status of your enrollment by logging into your 4-HOnline account.



Menu Options

Family

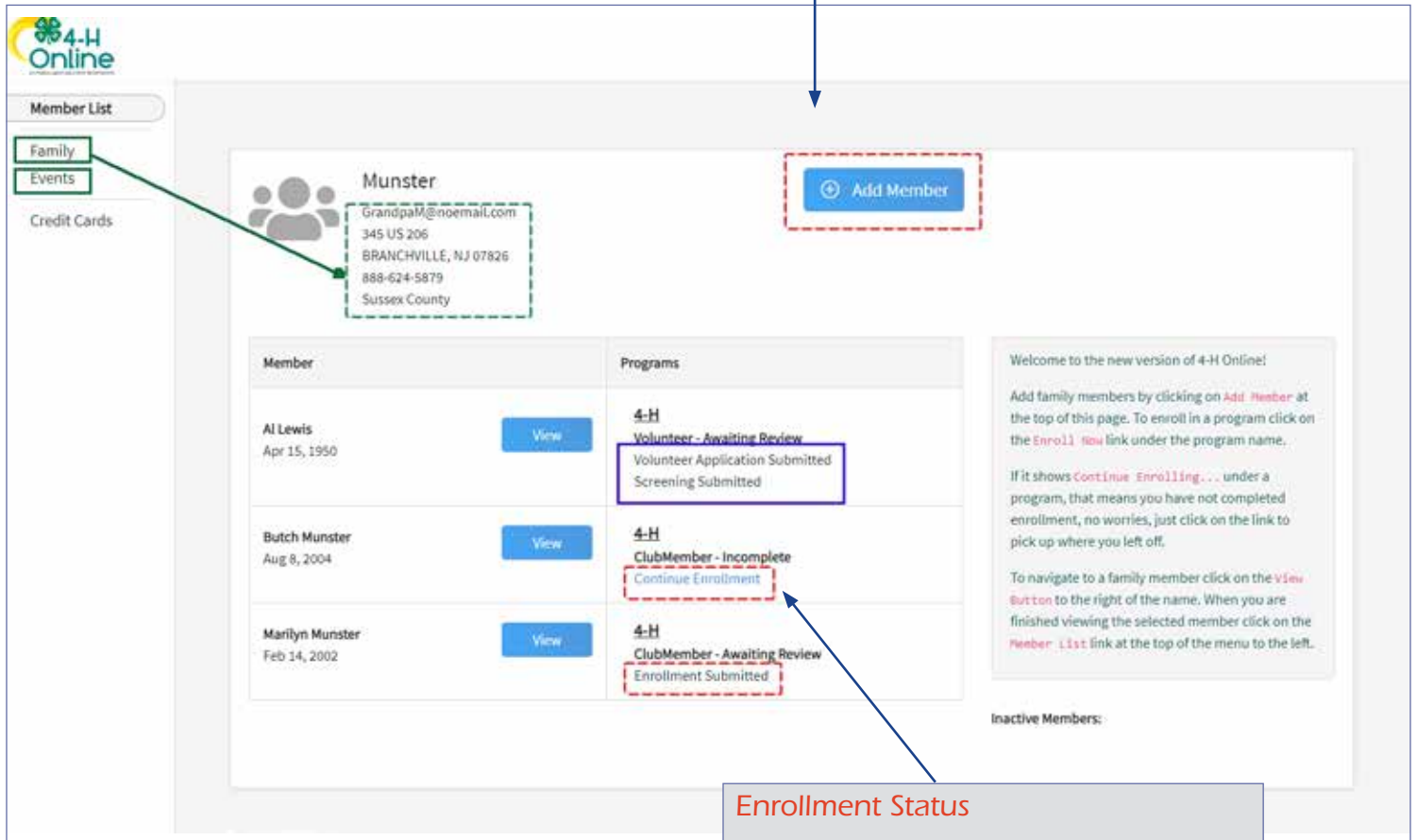
If your family's contact information changes during the year, please update it here.

Events

As 4-H events become available online you will be able register here.

Add Members

You can add members to your family's account here.



Member List

Family
Events
Credit Cards

Munster
GrandpaM@noemail.com
345 US 206
BRANCHVILLE, NJ 07826
888-624-5879
Sussex County

Member	Programs
Al Lewis Apr 15, 1950	4-H Volunteer - Awaiting Review Volunteer Application Submitted Screening Submitted
Butch Munster Aug 8, 2004	4-H ClubMember - Incomplete Continue Enrollment
Marilyn Munster Feb 14, 2002	4-H ClubMember - Awaiting Review Enrollment Submitted

Welcome to the new version of 4-H Online!
Add family members by clicking on **Add Member** at the top of this page. To enroll in a program click on the **Enroll Now** link under the program name.
If it shows **Continue Enrolling...** under a program, that means you have not completed enrollment, no worries, just click on the link to pick up where you left off.
To navigate to a family member click on the **View** button to the right of the name. When you are finished viewing the selected member click on the **Member List** link at the top of the menu to the left.

Inactive Members:

Enrollment Status

You can see each member's enrollment status here.

If you were unable to complete a member's enrollment, click the *Continue* link to pick up where you left off.

Useful 4-H Websites...

New Jersey 4-H

<http://nj4h.rutgers.edu/>

Facebook: New Jersey 4-H

<https://www.facebook.com/NewJersey4H/>