

Adding a New Member to an Existing Family

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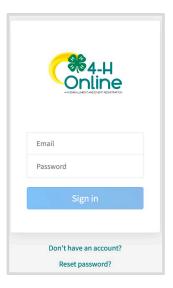


Logging in to an Existing 4-H Online Account

- If you had an account in 4-H Online version 1.0, go to http://v2.4honline.com.
- 2. Enter your email address and password.
- 3. Click Sign-In
- 4. Continue to <u>Youth and Cloverbud</u>

 <u>Member Enrollment</u> to re-enroll youth
 members, to Adult Enrollment to reenroll Adult members or to <u>Adding New</u>
 <u>Members</u> to add new Family Members.

If you have forgotten your password, click "Reset Password?" to receive an email with a link to set a new password.



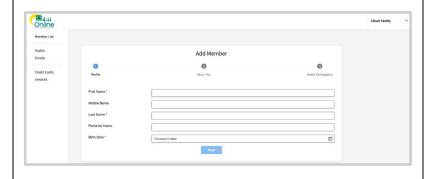
Adding a New Member to the Family

Once you have logged into your family, click the "Add Member" button at the top of the family page.



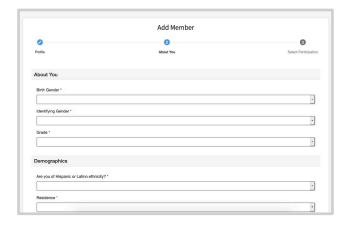
- 1. Enter the member's information.
- 2. Click the Next button.

NOTE: fields marked with a red asterisk (*) are required fields and must be completed.





- 3. Complete the "About You" form with the requested information.
- 4. Click the Next button.



- 1. Select your method of participation.
- 2. Click the Finish button.

If you have selected that you will be participating as New or Returning Club Member, continue to **Youth** and Cloverbud Member Enrollment. If you are participating as an Adult Volunteer,

continue to the Adult Volunteer Enrollment instructions.

