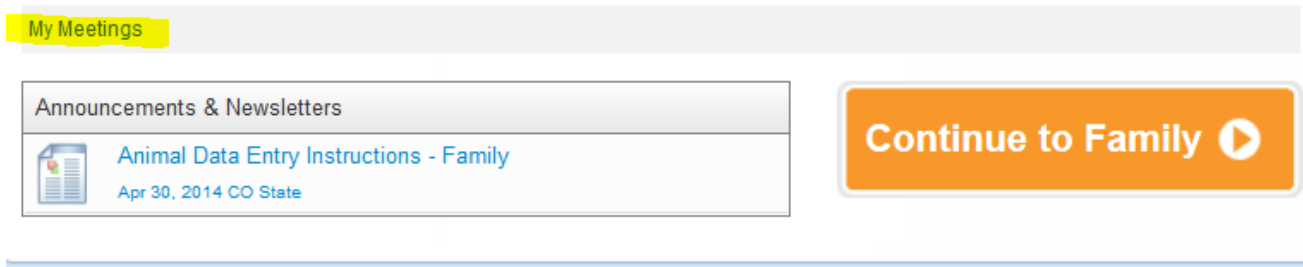


## How Families sign up Members for “County Scheduling” in 4HOnline

1. Log into “Existing” Family account (**DO NOT CREATE A NEW PROFILE**) – If you have forgotten your username/password; contact your local County office.
2. Once you have logged in successfully click on “My Meetings” located in the upper left corner above “Announcements & Newsletters”



3. The list of available options will be listed at the top of the page. Click “sign up” to the far right

Available Meetings			
Meeting Name	Description	Open Registration	
Shooting Sports Interview Judging	SS	06/03/2014 - 06/12/2014	<a href="#">Sign Up</a>

4. Using the drop down arrows; select “Member”, select “Topic” and “Time”. Click “Save”

Sign Up [close]

Meeting: Shooting Sports Interview Judging

Member: Alphie Alphabet

Topic: Afternoon Schedule

Time: 06/03/2014 1:00 PM - 1:15 PM

Save Cancel

That's it!!!