

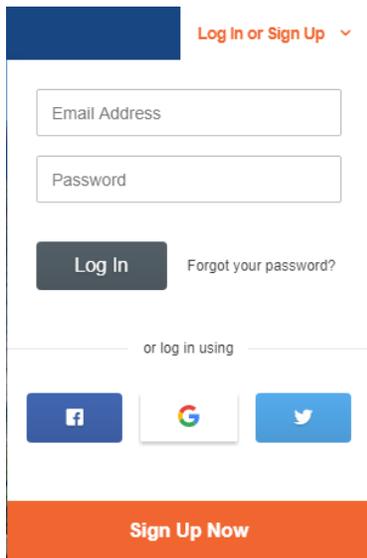
2019-2020 Junior Achievement Bowling Classic

To Register

****MAKE SURE YOUR TEAM CAPTAIN REGISTERS FIRST SO BOWLERS CAN JOIN THEIR TEAM!****

Registering for an event is quick and easy!

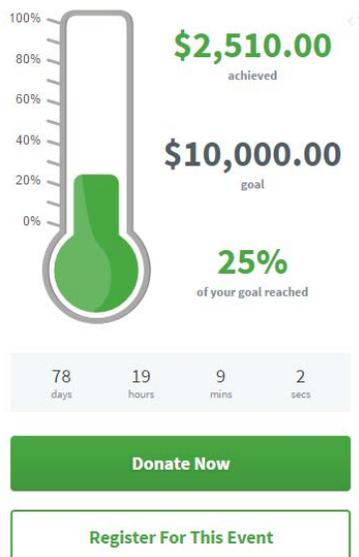
You can hover over **Log In or Sign Up** located in the upper right-hand corner of the Event Home Page. A drop-down window will appear where you'll click on **Sign Up Now**.



There's also a **Register** option in the navigation bar along the top of the Event Home Page.



You may also be able to register by clicking the **Register For This Event** button below the thermometer displayed on the Event Home Page, an individual fundraiser's page, a team fundraising page, or a classification fundraising page.



There may also be a registration button along the bottom of the Event Home Page content area in the footer.



Clicking any of these choices will take you to the first step of registration, where you'll choose if you want to register as a **Fundraising Participant** and have your own fundraising page. We'll be registering as a fundraiser for this example.

Registration Details → Review and Billing → Thank You

1 How would you like to participate?

Register as a Fundraising Participant
Create a fundraising page you share to help reach your fundraising goal.
You'll also be able to join a team or create your own.

Cancel

Next, you'll see a place to enter your email address.

Your Email Address

Continue

If you haven't created an account in the past, you'll be presented with the following:

Create a New Account

Set up your account so you can log in to manage and share your fundraising page.

Create Account

Click **Create Account** to fill out your details.

Create an Account

 **Log in with Facebook**

 **Sign in with Google**

or

Create My Account

By creating an account, you agree to our [Acceptable Use Policy](#).

Already have an account? [Log in now](#)

You can register using your email address, **Facebook**, or **Google**. If you use Facebook, the email address you used to sign up for Facebook will be the email on file for your registration. The email you used to sign up for Google will be used if you choose to register using Google. When you log in, your Facebook or Google credentials will automatically log you in; you won't have to enter an email address or password. You'll also follow the same steps for registration outlined below.

First, you may be asked to choose a classification. A classification defines what company you'll be participating with. Click the button next to your desired classification.

2

Select a Classification

Select a Classification

2

Would you like to:

Join a Team

Join a team and raise more money by fundraising as a group!

Create a Team

Take the lead and create a team to supercharge your fundraising!

Continue as an Individual Fundraiser

Create a fundraising page without joining or creating a team.

Cancel

- **Join a Team** To register for an event and join a team that has already been created, choose this option. For your convenience, a searchable drop-down menu of existing teams will display. You'll receive an individual fundraising page and set a personal goal. You'll also have access to your team's fundraising page, where you can monitor progress towards the team fundraising goal.

Join a Team

Select a Team or Type to Search Teams



Continue

Create a Team

- **Create a Team (TEAM CAPTAINS ONLY)** This option registers you for an event and allows you to create a team. You'll have a team fundraising page where you'll be able to set a team fundraising goal and customize content. You'll still have your own personal fundraising page and goal.

Team Information

Team Name required

Team Fundraising Goal (min. \$500.00)

\$ 750

Continue

If you would like to purchase additional t-shirts you can do so under optional merchandise.

Registration Details → **Optional Merchandise** → Review and Billing → Thank You

Optional Event Merchandise

Tell people a little bit about your store here!

🛒 Empty

Event Gear

Extra T-shirts



\$5 - \$10 ea.

Continue Registration

Go Back

If you clicked **Continue Registration**, you'll land on a **Review and Billing** Page. You may see the option to add an additional registrant.

You can register friends and family for an event easily. Just click **+Add Additional Registrant** and use the available options to choose a registration type. In the **Personal Information** section, there's a **Registrant Resides at My Address** toggle for your convenience.

Personal Information



Registrant Resides at My Address

Your **Registrations** and **Total** will update to show your additional registrant and any associated registration fees. If you'd like to edit registration details for yourself or your additional registrant, click the pencil icon. To delete an additional registrant, click the red X next to the registrant you'd like to delete.

If your company pays your registration fees please contact your team captain for the Promo Code.

Review and Complete Your Registration Below

Registrations	Fees	Donation	Total	
jesika cater Team Leader: team	\$20.00	\$0.00	\$20.00	
+ Add Additional Registrant				

Promo Code(s)

Apply

TOTAL **\$20.00**

If you're not adding an additional registrant, just skip this step.

Next, you'll see an area to confirm your personal and shipping information (if applicable). By default, a checkbox is selected shipping information is the same as your personal information.



Personal Information

Sarah Stivers
4026 NE Hoyt St
Portland, Oregon 97232
US



Shipping Information

Personal and Shipping are the Same

Before completing your registration, you'll need to enter your **Payment Information**. Payment options are dependent upon the organization's settings, so you may or may not see all options shown below. If your **Billing Information** differs from the personal information you've entered, deselect the checkbox and enter the correct information.

You have the option to save your payment type for future use, as well. Simply check the box!



Payment Information

Billing Information Same As Personal Information



Card Number required

Expiration Date required

07 - July ▼

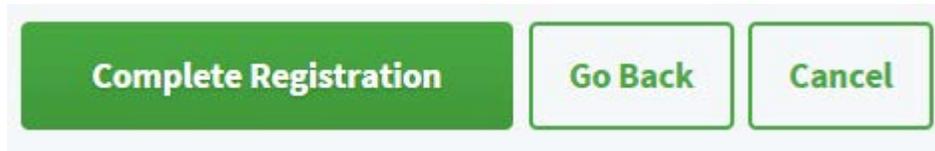
2017 ▼

CVV required

Save payment for future use

When you've entered your payment information, click **Complete Registration**. You may also select **Go Back** if you need to make any changes, or **Cancel** if you do not wish to complete the registration process. If you hit cancel, your registration will be saved in the system as pending. If you come back later to finish registering, you'll see that the details you entered are still there. If you added merchandise to your cart, you'll need to add it again, as that information is not saved.

If you're registering for an event that does not have a registration fee, all you need to do is click the Complete Registration button to finish up.



When your registration is complete, you'll be taken to your registration receipt. In the top portion of the receipt, you'll see a Welcome Quest and the option to view your fundraising dashboard. Remember, you won't see these options if you registered as a non-fundraising participant.

Your Registration (#371607) is Complete!

Now complete your profile!

Make the most of your fundraising efforts by completing your profile. The Welcome Quest will guide you through some of the most important features of your fundraising page and help raise more donations!

Complete Your Profile

20% Complete

- Upload Your Avatar
- Update Your Personal Page
- Send a Fundraising Email
- Raise Your First Donation
- Schedule a Post on Facebook / Twitter

[or view your Fundraising Dashboard](#)

\$1,040.00 TOTAL AMOUNT CHARGED

Transaction ID: 371607
 Date: July 25, 2017 11:36:00 AM
 Payment Type: Visa ending in XX11

Personal Information

Sarah Stivers
 4026 NE Hoyt St
 Portland, Oregon 97232 US
 sarahst@example.com

Shipping Information

Sarah Stivers
 4026 NE Hoyt St
 Portland, Oregon 97232 US

Billing Information

Sarah Stivers
 4026 NE Hoyt St
 Portland, Oregon 97232 US

Registrations	Registration Date	Fees	Donation	Total
Sarah Stivers Individual	Jul 25, 2017, 11:36 AM	\$25.00	\$1,000.00	\$1,025.00
Total Registration Cost: \$1,025.00				

Product Name	Qty	Price
Tee Shirt	1	\$10.00
Subtotal:		\$10.00
Shipping:		\$5.00
Total Store Cost: \$15.00		

TOTAL **\$1,040.00**

You also have the option to share the event on your social media pages by clicking the social media sharing buttons at the bottom of your receipt. You may print your receipt by clicking **Print This Page**.

You'll receive a copy of your receipt via the email address you entered during registration.

You're registered! Now you can start customizing your personal fundraising page!