

*Steps to complete online enrollment for Custer County 4-H.
(For NEW Adult Volunteers only)*

Enrollment Deadline is April 1, 2020!

If you DO NOT already have a Family 4HOnline Account, please follow these instructions.

Access the enrollment form or to log on to 4honline visit ne.4honline.com.

*Browsers that are compatible with 4HOnline are Google Chrome & Mozilla Firefox. 4HOnline will **NOT** work on Internet Explorer, Safari or most cell phones.

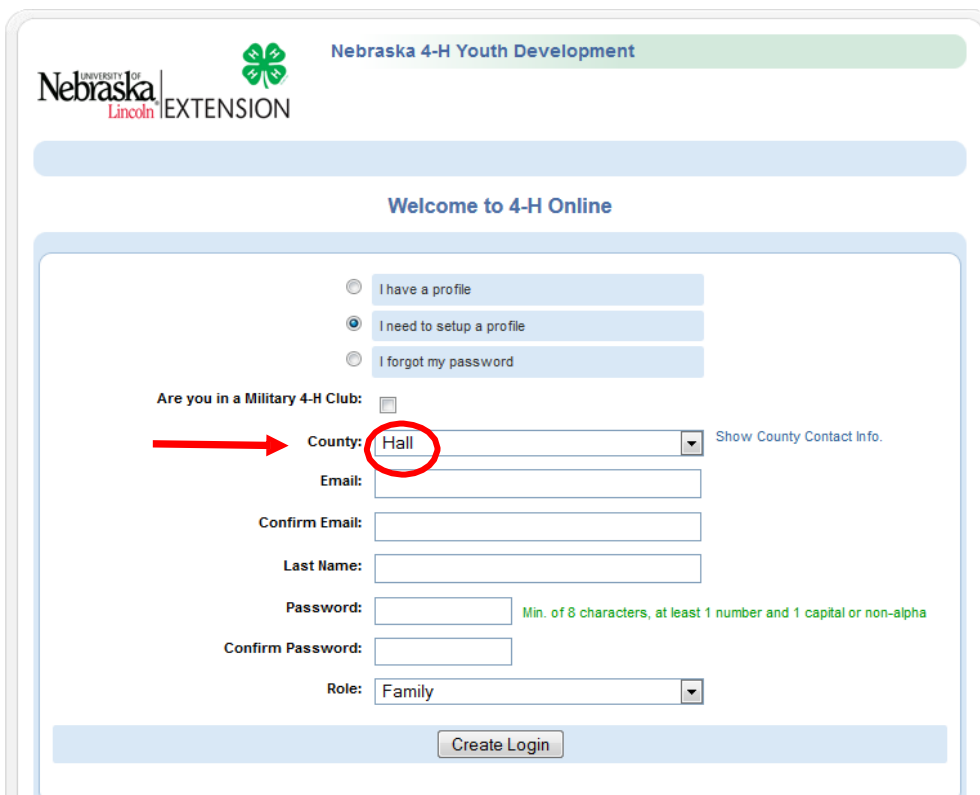
Select *I need to set up a profile*. Each 4-H household will have a profile.

Select *Custer County*.

The *email address* will be used as the user/access id. Enter an email address you use and a password you will remember. There will be an option later in enrollment to add additional email addresses.

Last Name - Please enter the household last name.

Select *Create Login*



Nebraska 4-H Youth Development

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Welcome to 4-H Online

I have a profile
 I need to setup a profile
 I forgot my password

Are you in a Military 4-H Club:

County: **Hall** Show County Contact Info.

Email:

Confirm Email:

Last Name:

Password: Min. of 8 characters, at least 1 number and 1 capital or non-alpha

Confirm Password:

Role: Family

Create Login

Extension is a Division of the Institute of Agriculture and Natural Resources at the University of Nebraska—Lincoln cooperating with the Counties and the United States Department of Agriculture.

University of Nebraska—Lincoln Extension educational programs abide with the nondiscrimination policies of the University of Nebraska—Lincoln and the United States Department of Agriculture.

Family Information (Profile Information)

Complete the required profile information.

Select whether you would prefer to receive the newsletter via email or mail.

You do not need to change your password

Select **Continue**

Family Information

Profile Information ★Required Fields

★Email:

★Last Name:

★Mailing Address:

★City:

★State:

★Zip Code:

★Primary Phone:

★Correspondence Preference:

★4-H County:

Update member records with the same address

Password Management

Current Password:

New Password:

Confirm New Password:

Adding adults to the Family/Profile

You may now add the adults in your household. Select [Adult](#) from the drop down option and select [Add Member](#)

Member List

Bettin Family [Edit Family](#)

3180 W Us Highway 34
Grand Island, NE 68801-7279
308-385-5088
melinda.rathman@unl.edu
Unl Extension Hall County County [\[contact info\]](#)

Add A New Family Member

▼

[Add Member](#)

Member/Volunteer List

Name	Role	Membership ID	Enrollment Status	Last Active Year	Edit
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Adult Personal Information

Now enter information for **one** specific adult in the household.
The *asterisk areas are required, all other fields are optional.

Please enter the number of years you have been a 4-H volunteer! The Extension office has a list if you cannot remember

Adult Personal Information

Profile Information

*Required Fields

*First Name:	<input type="text" value="Test"/>	
*Last Name:	<input type="text" value="4HOnline"/>	
*Mailing Address:	<input type="text" value="22 Main St."/>	
*City:	<input type="text" value="College Station"/>	
*State:	<input type="text" value="Texas"/>	
*Zip Code:	<input type="text" value="77845"/>	12345
*Gender:	<input type="text" value="Female"/>	
*Primary Phone:	<input type="text" value="555-555-5555"/>	555-555-1234
*4-H County:	<input type="text" value="Training"/>	

Volunteer

Although not ***asterisked**, the following fields are required: Race, Ethnicity, Residence and Military Service.

Volunteer Code of Conduct and Photo Release

In the additional information screen you will read and sign the Volunteer Code of Conduct and Photo Release.

Add a Club

Please select a club (if applicable) and a role within that club from the drop down menu. Click on **“Add Club.”**

Progress bar: Personal Information, Additional Information, **Participation**, Invoice, County Review

Clubs | Projects | Activities | Awards | Groups

Add a Club

Select a Club:

Select a Volunteer Type:

Add a Project

The next step is to choose the projects you provide leadership for IF you are a project leader in the club you volunteer with. The volunteer project codes are at the bottom of the drop-down list.

If you are a shooting sports leader, select the shooting sports project that you are currently certified in under member projects (example...BB Gun, Air Rifle, Air Pistol, etc.) AND select shooting sports volunteer.

Click on **“Continue.”**

The enrollment is not final until you click on **Submit Enrollment.**

Enrolling More Volunteers of Household

You will then have the ability to enroll another volunteer for your same household/family following the same steps when you select [Add Adult](#).

The enrollment status will show pending until the information is confirmed by your local County Extension Staff.

TIPS:

- After your initial login, you will see the Families Home Page when you first log in.
- To access your member list, click “Continue to Family.”
- If you would like to change your password at any time after your initial login, click “Change Password.”
- If you forget your password, please select “I forgot my password” from the login page. County and State offices do not have access to Family passwords.
- If, at any point, you would like to return to your start page, click on “Home.”
- To return to your member list from any page, click on “My Member List.”
- For quick navigation between the four member enrollment pages, simply click on the page title under the navigation bar.
- Always click on “Continue” at the bottom of each page to advance to the next section and save your information.

If you have any questions, please call the Extension office at (308) 872-6831.