**Instructions to Sign Up for Camp Snyder Program Activities**

1. ***If you are registering for the first time***, on the registration page, select “1” on the dropdown menu on the Activity Participant. Then click the ”Register” button at the bottom right of the page. See Step 12 below if you have previously registered.
2. On the next page, fill in the personnel information for the adult registering.
3. On the next page, click on the Participants Tab and then each participant red tab label to fill in their information. Complete this section by clicking on the red Activity Schedule tab
4. On the activity menu page, put your family’s last name in the “Last Name” box and then select the number of family members participating in the activities in the “Count of Registrants” drop down menu. For example, the one adult, one scout and one youth member of the Jones family would enter their data as

Last Name: Jones Count of Registrants: 3

1. Lower on the same page, click on the “Select Classes” button at the top left of the class times
2. You can then click on the blue “View All Classes” button in the middle to see which program activities are going on each hour of the day. Close the class schedule by clicking on the “Close” button at the bottom right of the listing
3. Scroll through the listing of “Available Classes” and the scheduled time for each on the right-hand side menu. Select the activity with the time you desire and click in that activity box. The activity will show up in a listing on the left side labelled “(Your Last Name) Classes”
4. Scroll again through the “Available Classes” listing to select a second program activity and click on it to add it to your family’s program activities. Please select no more than two activities so each family has the opportunity to participate in at least two. If not all activities have been scheduled close to your camping weekend, we will let you know you can sign up for more activities
5. When you are done, click on the “Save” button at the bottom right side of the page.
6. After you click “Save”, you will be returned to the participants page, where you can see the two program activities you sign up for under the Activity Schedule tab.
7. Press the green “Continue” button at the bottom of the page to complete your registration.
8. ***If you have previously registered***, you should return to your original registration Participant page. On the far right at the top, click on "Add Participant". On the drop down menu, go to the bottom and select "1" on the Activity Schedule line. Then return to your Participant page and go to the red Activity Schedule that has been added at the bottom of the page. Click on it to proceed with your sign up for program activities and start at Step 4 above.