

Online Registration Instructions 2019-2020



BOYS & GIRLS CLUBS
OF CENTRAL FLORIDA

1. Please select the appropriate link for the school you are interested in and select 'register'.

The screenshot shows the Traxonline dashboard for Boys & Girls Clubs of Central Florida. The navigation menu includes HOME, MEMBERSHIPS, ACTIVITIES, REGISTER, and SIGN IN. A red arrow points to the REGISTER link. A modal window on the left contains the following text:

BOYS & GIRLS CLUBS OF CENTRAL FLORIDA

Boys & Girls Clubs of Central Florida has deployed a new online registration and payment portal. If your child was previously registered, all of your information from our old system was imported into the new system. You will, however, be required to create a password and update your household information in the new portal to activate your account.

Another modal window on the right shows a 'Search by location' section with the following text:

Search by location
Here are the most popular locations where activities are taking place.

ANY

The page footer includes the text: Copyright © 2015-2019. All rights reserved. Privacy Policy | Terms of Use

2. Complete the new user registration using parent/guardian information and submit. (you will enter your child's information at a later time)

The screenshot shows the 'New User Registration' page for the Boys & Girls Clubs of Central Florida Online. The page features a navigation bar with 'HOME', 'MEMBERSHIPS', 'ACTIVITIES', 'REGISTER', and 'SIGN IN' options. A 'Select Language' dropdown menu is located in the top right corner. The main content area includes the organization's logo and a welcome message: 'Thanks for your interest in joining Boys & Girls Clubs of Central Florida Online!'. Below this, a 'To join:' section lists two steps: 1. Fill out the registration form, including family members; 2. Receive an email confirmation and a link to create a password. The 'Head of Household' section contains input fields for 'First Name *', 'Last Name *', 'Full Address (select best address from list as you type)*', and 'Apt/Suite'. The page footer includes copyright information for 2015-2019 and links to 'Privacy Policy' and 'Terms of Use'.

Troxonline SunRidge

HOME MEMBERSHIPS ACTIVITIES REGISTER SIGN IN

Select Language

BOYS & GIRLS CLUBS
OF CENTRAL FLORIDA

New User Registration

Thanks for your interest in joining Boys & Girls Clubs of Central Florida Online!

To join:

1. Fill out this short registration form. Please take the time to include any family members that may want to participate in activities.
2. We'll send you an email confirming your Boys & Girls Clubs of Central Florida Online account and a link to create your password.

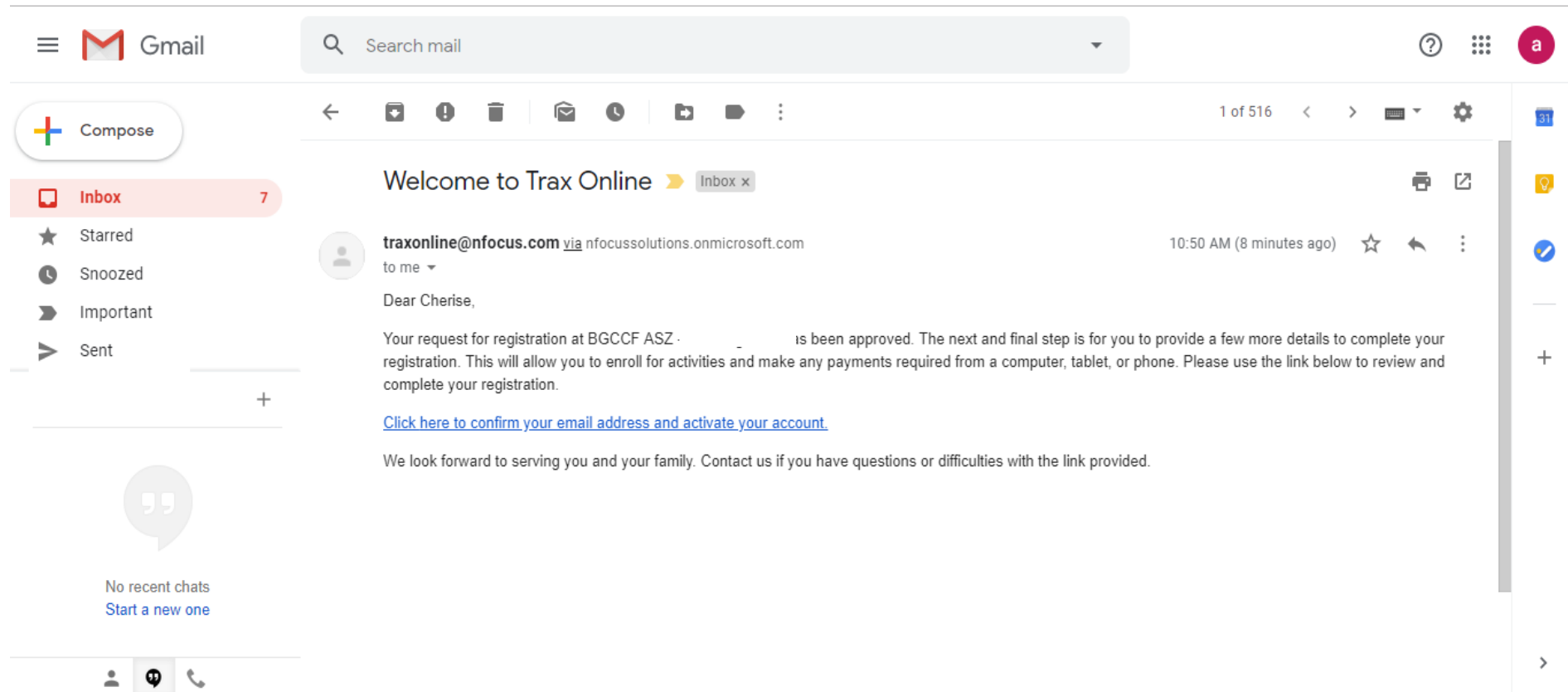
Head of Household

First Name * Last Name *

Full Address (select best address from list as you type)* Apt/Suite

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3. Check your email. The site coordinator must approve your registration. An email will be sent prompting you to confirm your email address and to activate your account once approved.



4. Create your password and submit. Once you are logged into your account you will be prompted to fill out the Household Information form. Here, you can add other adults in the household. (Do not enter your child's information in this section)

The screenshot shows the Traxonline website interface. At the top, there is a navigation bar with the Traxonline logo and a 'SunRidge' sub-brand. The main navigation menu includes 'HOME', 'MEMBERSHIPS', 'ACTIVITIES', 'REGISTER', and 'SIGN IN'. A 'Select Language' dropdown is visible in the top right corner. The background image features several children wearing Boys & Girls Club shirts. Overlaid on this is a 'Create Your Password' form with the following fields:

- Username/Email: adrekidd@gmail.com
- Password: (empty)
- Confirm Password: (empty)

Below the form, a red text prompt states: "Your new password must have at least:" followed by a bulleted list of requirements:

- six characters
- one digit ('0'-'9')
- one uppercase character ('A'-'Z')

At the bottom of the page, there is a copyright notice: "Copyright © 2015-2019. All rights reserved." and links for "Privacy Policy" and "Terms of Use".

5. Select 'Memberships' and select 'Enroll' for After School Zone.

The screenshot shows the Troxonline website interface. At the top, there is a navigation bar with the following items: HOME, MEMBERSHIPS, ACTIVITIES, MY ACCOUNT, and SIGN OUT. A 'Select Language' dropdown menu is located in the top right corner. Below the navigation bar, the main content area features a large image of diverse children wearing Boys & Girls Club t-shirts. A modal window is displayed over the image, titled 'After School Zone'. The modal contains the following text: 'No description is available for this membership.', 'Free', and 'Membership Dates Aug 1 - Jul 31'. At the bottom right of the modal, there is a black button with the text 'ENROLL' in white, which is circled in red. A red arrow points to the 'MEMBERSHIPS' menu item in the navigation bar.

Troxonline

SunRidge

HOME MEMBERSHIPS ACTIVITIES MY ACCOUNT SIGN OUT

Select Language

After School Zone

No description is available for this membership.

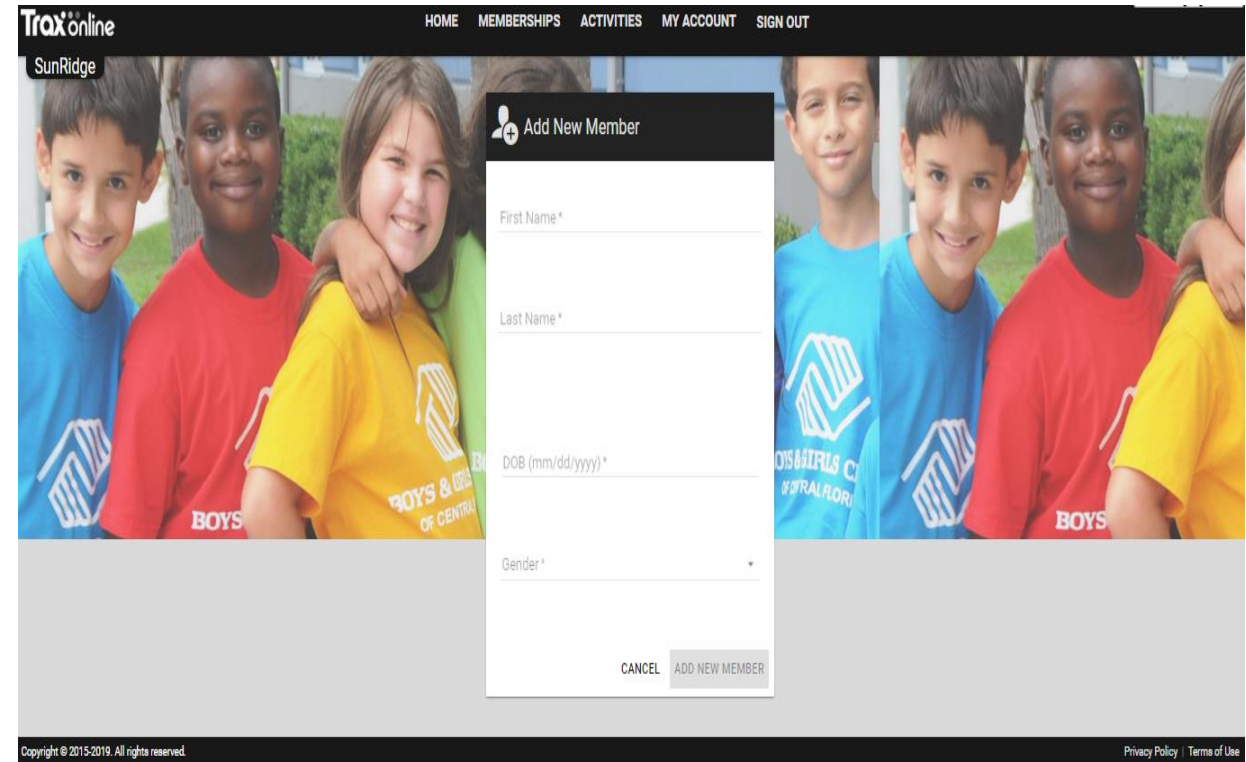
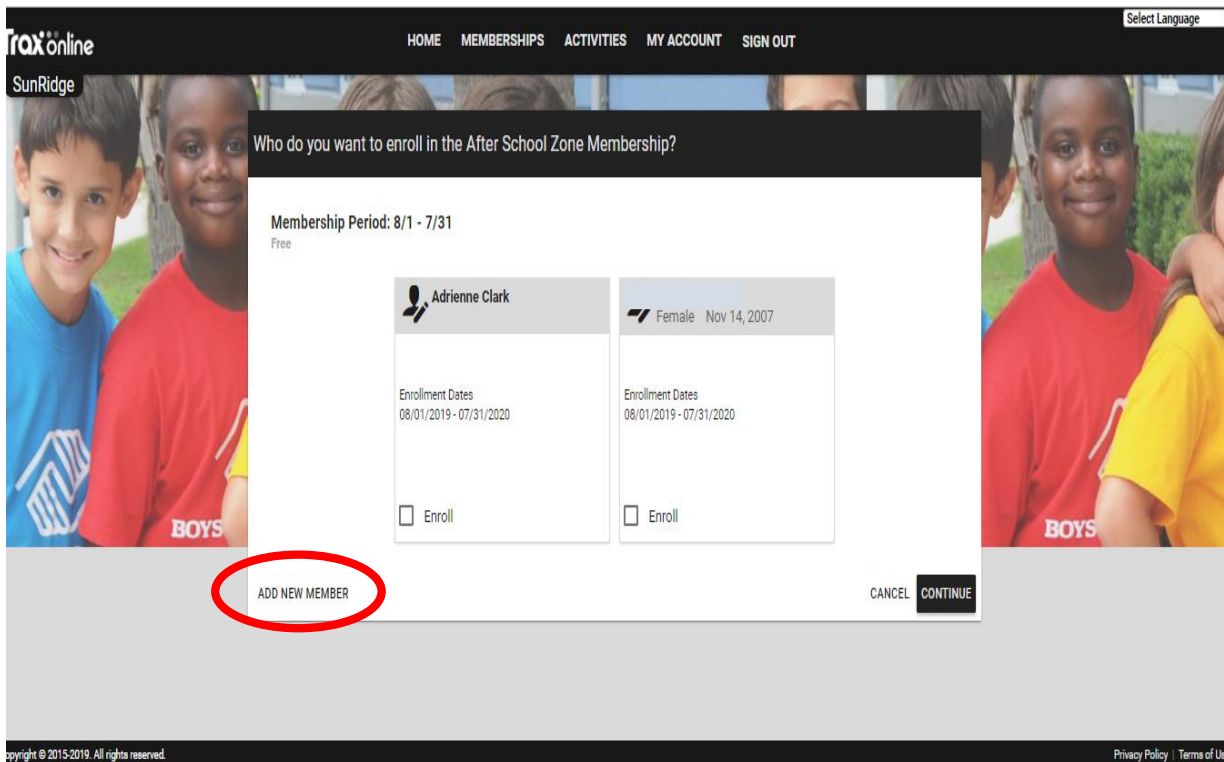
Free

Membership Dates Aug 1 - Jul 31

ENROLL

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6. On the next page, in the bottom left corner select 'ADD NEW MEMBER' and fill out the information for your child.



7. Click the checkbox 'Enroll' that is listed for your child and select 'continue'

The screenshot shows the Troxonline website interface. At the top, there is a navigation bar with links for HOME, MEMBERSHIPS, ACTIVITIES, MY ACCOUNT, and SIGN OUT. A 'Select Language' dropdown is visible in the top right corner. Below the navigation bar, the page title 'SunRidge' is displayed. The main content area features a large image of children in red and blue shirts. Overlaid on this is a modal window titled 'Who do you want to enroll in the After School Zone Membership?'. The modal displays the membership period as '8/1 - 7/31' and 'Free'. It lists three members:

Member Name	Gender	Birth Date	Enrollment Dates	Enroll Status
Adrienne Clark			08/01/2019 - 07/31/2020	<input type="checkbox"/>
	Female	Nov 14, 2007	08/01/2019 - 07/31/2020	<input type="checkbox"/>
Example Member	Female	Aug 16, 2006	08/01/2019 - 07/31/2020	<input checked="" type="checkbox"/>

At the bottom of the modal, there are buttons for 'ADD NEW MEMBER', 'CANCEL', and 'CONTINUE'. A red arrow points to the 'CONTINUE' button. The footer of the page contains the copyright notice 'Copyright © 2015-2019. All rights reserved.' and links for 'Privacy Policy' and 'Terms of Use'.

8. Check out of the “cart”

The screenshot displays the Trax online interface for the Boys & Girls Clubs of Central Florida. The top navigation bar includes links for HOME, MEMBERSHIPS, ACTIVITIES, MY ACCOUNT, and SIGN OUT, along with a language selection dropdown and a shopping cart icon. The main content area features a 'Cart Summary' overlay with the following details:

- Membership - After School Zone** (Free)
- 08/01/2019 - 07/31/2020
- Example Member

At the bottom of the cart summary, there are buttons for 'ENROLL IN ADDITIONAL ACTIVITIES', 'ENROLL IN ADDITIONAL MEMBERSHIPS', 'EMPTY CART', and 'CHECK OUT'. A red arrow points to the 'CHECK OUT' button.

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9. You will be prompted to fill out the participant form for your child. After filling out the form click 'pay now'. (You will not have to pay. After School Zone is a free program)

10. Click 'Submit'. Your member is now enrolled in the Boys and Girls Club After School Zone for the 2019-2020 school year.

