



Utah State 4-H Office
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Logan, UT 84322-4900
(Local) 435-797-4444
(Toll Free) 1-888-4H-YOUTH (1-888-449-6884)

Adding Clubs to 4-H On-line

<p>Utah 4-H Youth Development Powered by 4HOnline Utah State University Extension (County) Home Logout</p> <p>Enrollment Events Connect Finances Data</p> <p>Search My Account Options Confirm Members Schools Clubs Add Club Project Alliances Activities Awards Groups Group Enrollment Payments Reports</p> <p>New Messages Author Sent</p> <p>New State Forum Topics Author Posted</p> <table border="1"> <thead> <tr> <th>Queued Reports</th> <th>Type</th> <th>Status</th> <th>Start Time</th> <th>End Time</th> </tr> </thead> <tbody> <tr> <td>Member - Active (12 KB)</td> <td>Excel</td> <td>Completed</td> <td>10:55 AM</td> <td>10:55 AM</td> </tr> </tbody> </table> <p>Queued Bulk Downloads Type Status Start Time End Time</p> <p>Announcements & Newsletters Demo Newsletter Nov 01, 2012 Demo County</p> <p>Items to Review</p> <ul style="list-style-type: none"> 0 Enrollments Pending 0 Event Registrations Pending 0 State Forum Replies <p>Items to Order / Pay</p> <ul style="list-style-type: none"> 0 Enrollment Checks Due 0 Event Checks Due <p>2012-2013 Enrollment Snapshot</p> <table border="1"> <tr><td>Youth Club Enrollment</td><td>0</td></tr> <tr><td>Adult Volunteer Enrollment</td><td>0</td></tr> <tr><td>Youth Volunteer Enrollment</td><td>0</td></tr> <tr><td>Group Youth Enrollment</td><td>0</td></tr> </table>	Queued Reports	Type	Status	Start Time	End Time	Member - Active (12 KB)	Excel	Completed	10:55 AM	10:55 AM	Youth Club Enrollment	0	Adult Volunteer Enrollment	0	Youth Volunteer Enrollment	0	Group Youth Enrollment	0	<p>Log into 4-H online as a county manager.</p> <p>1. Click on the Clubs Icon.</p>	
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Title	Status	Delivery Mode	Login	Edit																
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Utah 4-H Youth Development Powered by 4HOnline Utah State University Extension (County) Home | Logout

Enrollment Events Connect Finances Data

Search My Account Options Confirm Members Schools Clubs Project Aliases Activities Awards Groups Group Enrollment Payments Reports

Club information

Club Title:

Description:

Delivery Mode: 1a) Organized 4-H Community Club

Report Method: Individual

Maximum Number of Youth: Unlimited

Club Password:

County: Demo

Details

Contact:

Address Line 1:

Address Line 2:

City:

State: Utah

Zip Code:

Phone Number:

Fax:

Email:

Web Site:

Newletter Site:

Meeting Location:

Meeting Time:

Comments:

Is this club in a Racially Mixed Community?:

Is this club integrated?:

Chartering

Chartered Date:

Employer Identification Number (EIN):

Volunteers

Save Archive ReActivate

3. Enter your club information.
Club Title is a required field.

The details section is information about the club leader. "Contact" is the club leader's name.

4. Press the Save button

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Enrollment Events Connect Finances Data

Search My Account Options Confirm Members Schools Clubs Project Aliases Activities Awards Groups Group Enrollment Payments Reports

Add Club Quick Exports Quick Reports

Club has been created! 4/2/2013 12:38:46 PM

CLUBS

Title	Status	Delivery Mode	Login	Edit
Demo Club	Inactive	Organized 4-H Community Club	Login	Edit
demo club 2	Active	Organized 4-H Community Club	Login	Edit
Demo Club 3	Active	Organized 4-H Community Club	Login	Edit

STATE CLUBS

Title	Description
State 4-H Ambassadors	

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5. The club is added to your list of clubs making it available for members to join.

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