



LOUISIANA 4-H ONLINE

THE NEW ONLINE ENROLLMENT &
PROGRAM MANAGEMENT SYSTEM FOR
LOUISIANA 4-H COMING SEPT 2021

Learn more at:
lsuagcenter.com/4HConnect



4HOnline is an online member enrollment and program management software used by 4-H programs across the country.



4HOnline is currently used by 4,696,560 members and volunteers across the United States.



4HOnline is fully encrypted; member and volunteer information is safe, backed up continuously, and fully secured.

ABOUT 4H ONLINE

4HOnline is a fully integrated management system that brings together all levels of the 4-H experience. Whether it's a member logging in to manage his/her record, a volunteer leader completing their training or screening requirements, or a parent viewing the 4-H program's online event calendar, 4HOnline will bring the Louisiana 4-H community together and keep everyone involved.

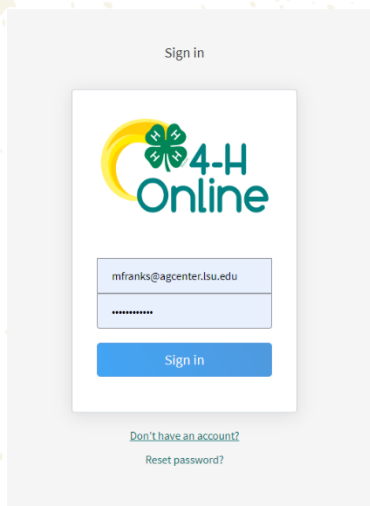
WHAT 4H ONLINE PROVIDES

- ✓ Online Youth & Volunteer Enrollment
- ✓ Online Event Registration
- ✓ Member and volunteer login & record management
- ✓ Increased program communication

FOR MORE INFORMATION, CONTACT YOUR LOCAL 4-H AGENT



Completing a Volunteer Enrollment on 4HOnline



Sign in

4-H Online

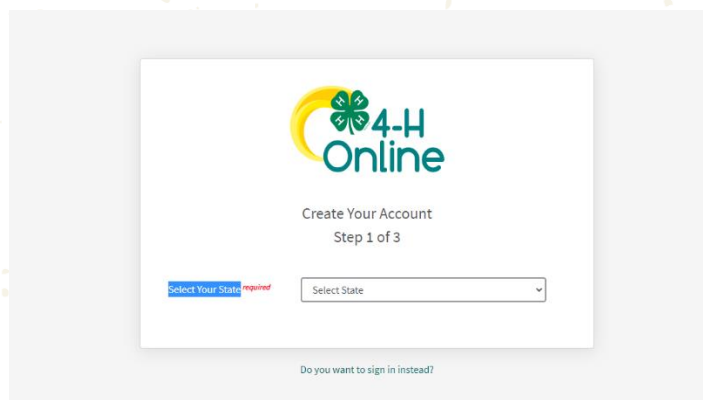
mfranks@agcenter.lsu.edu

Sign in

[Don't have an account?](#)

[Reset password?](#)

1.) To sign into the Louisiana 4-H Online System go to <https://bit.ly/LA4HOnline> and click on **“Don't have an account?”**



4-H Online

Create Your Account
Step 1 of 3

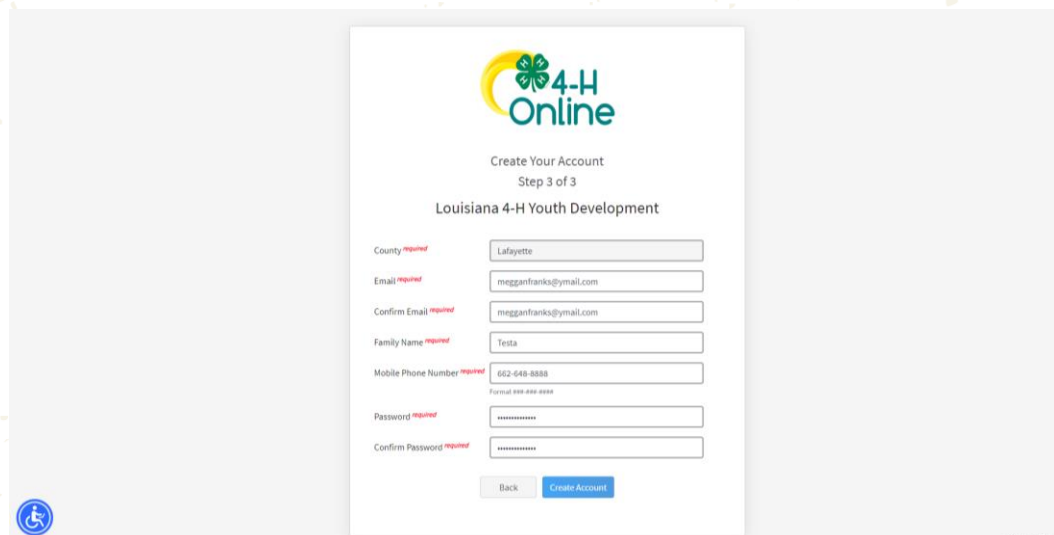
Select Your State required

Select State

Do you want to sign in instead?

2.) Select “Louisiana” under select your state.

3.) Under select your state and your Institution, click “Louisiana 4-H Youth Development” and enter your account information. Once entered click “Create Account.”



4-H Online

Create Your Account
Step 3 of 3
Louisiana 4-H Youth Development

County required

Lafayette

Email required

megganfranks@gmail.com

Confirm Email required

megganfranks@gmail.com

Family Name required

Testa

Mobile Phone Number required


662-649-8888

Format: 888-888-8888

Password required

Confirm Password required

[Back](#) [Create Account](#)



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4.) Select "4-H" and click next.

The screenshot shows the '4-H Online' website interface. On the left is a sidebar menu with links: Member List, Family, Events, Credit Cards, Login History, and Email History. The top right shows 'Testa Family' with a dropdown arrow. The main content area is titled 'Add Member' and features a progress bar with four steps: 1. Join a Program (active), 2. Profile, 3. About You, and 4. Select Participation. Below the progress bar, the question 'Which program would you like to join?' is displayed. A search bar contains the text '4-H'. At the bottom of the search bar are 'Cancel' and 'Next' buttons.

5.) Enter your personal information. For adults, the adult volunteer information will automatically populate. When youth enter their birthdate, the youth information will automatically populate.

The screenshot shows the '4-H Online' website interface. The sidebar menu is the same as in the previous screenshot. The top right shows 'Testa Family' with a dropdown arrow. The main content area is titled 'Add Member' and features a progress bar with four steps: 1. Join a Program, 2. Profile, 3. About You (active), and 4. Select Participation. Below the progress bar, the section 'About You' is displayed. It includes a 'Gender ^{required}' dropdown menu, a 'Grade ^{required}' dropdown menu, a 'Demographics' section with a 'Residence ^{required}' dropdown menu, and a question 'Are you of Hispanic or Latino ethnicity? ^{required}' with a dropdown menu. Below these is a 'Race ^{required}' section with checkboxes for 'American Indian or Alaskan Native', 'Asian', and 'Black or African American'. A blue accessibility icon is visible in the bottom left corner.

6.) Select how you would like to participate:

The screenshot shows the '4-H Online' website interface. The sidebar menu is the same as in the previous screenshots. The top right shows 'Testa Family' with a dropdown arrow. The main content area is titled 'Add Member' and features a progress bar with four steps: 1. Join a Program, 2. Profile, 3. About You, and 4. Select Participation (active). Below the progress bar, the question 'How would you like to participate?' is displayed. A search bar contains the text 'I want to join 4-H as a New or Returning 4-H Adult'. At the bottom of the search bar are 'Back' and 'Finish' buttons.

LOUISIANA 4-H VOLUNTEER & LEADERSHIP DEVELOPMENT



7.) Leaders will be asked to select their volunteer types. If you are involved with a parish, regional, or state-level program, select "Program Volunteer" and your roles from the list. Be sure to select all volunteer types that apply.

The screenshot shows the 4-H Online registration page. A modal titled "Add Volunteer Type" is open, displaying a list of volunteer roles with "Add" buttons next to each. The "Program Volunteer" role is selected in the dropdown menu. The roles listed are: Activity Leader, Club Leader, Master Volunteer, Organizational Club Leader, Overnight Chaperone, Program Volunteer - Other, and Project Leader. The background shows the registration progress bar with steps 1 through 7, and the "Program Volunteer" role is selected under step 1.

8.) Complete any consents associated with the volunteer leader roles you selected.

The screenshot shows the 4-H Online registration page with a modal titled "Volunteer Type Consents" open. The modal contains a "Read and Acknowledge" button and a text area for the user to provide consent. The background shows the registration progress bar with steps 1 through 7, and the "Program Volunteer" role is selected under step 1.

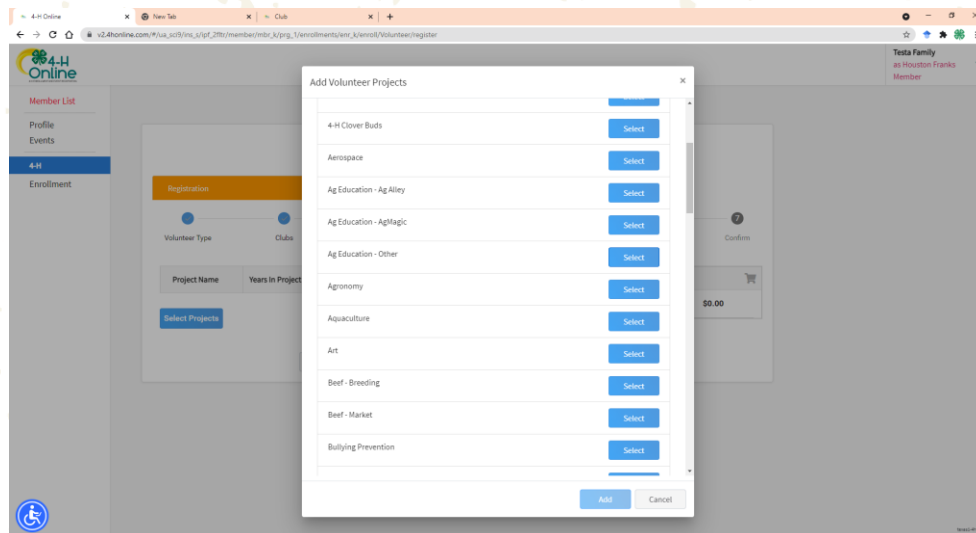
9.) You will be prompted to select your clubs from the list. Be sure to select your primary club first if you are involved in more than one club.

The screenshot shows the 4-H Online registration page for James Baugh, 2021-2022 Youth Enrollment (Junior). The "Clubs" step is active, showing a list of clubs to select. The "Clubs" section has a text input field labeled "List the name of club(s) (if Applicable):" and a "Select Clubs" button. The "Invoice" section shows a total of \$3.00 for the Louisiana 4-H Youth Development - Youth Program Fee. The background shows the registration progress bar with steps 1 through 7, and the "Clubs" step is active.

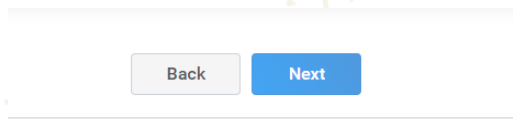
LOUISIANA 4-H VOLUNTEER & LEADERSHIP DEVELOPMENT



10.) Next you will select the projects that you are involved in.

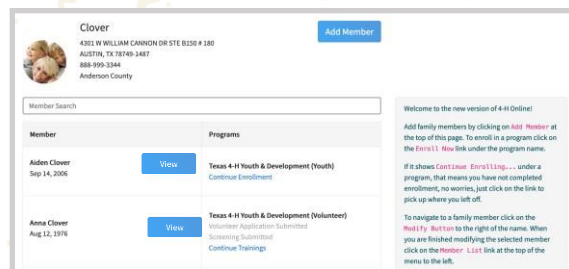


11.) Be sure to complete all steps of the enrollment process. When you are finished all the steps, click “Next.” Your enrollment will be forwarded to the 4-H agent at your local parish.

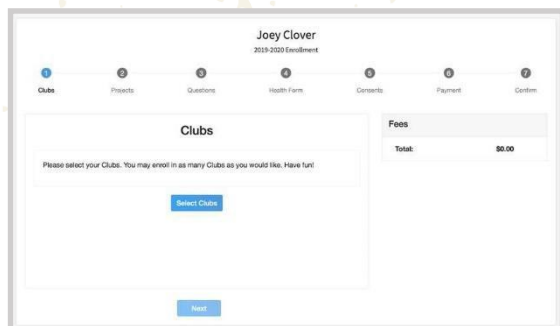


Continuing an Enrollment or adding a Youth Enrollment

12.) To continue an enrollment that has been started or to complete additional enrollments for your family, click on Member List. You can click on an enrollment to continue or click “Add Member” to add a member to your family.

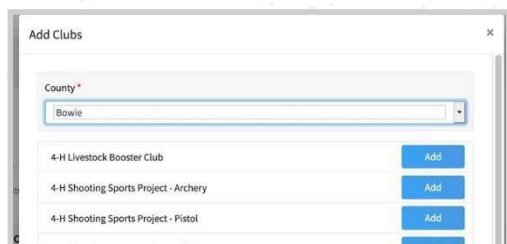


13.) Complete the member enrollment process. Under the Clubs section be sure to select the Clubs you are enrolled in/intend to participate in.



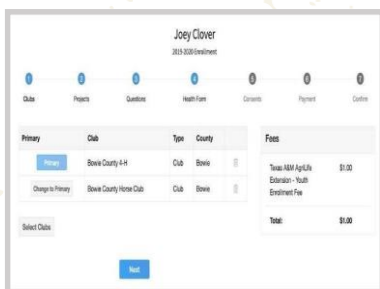
The screenshot shows the 'Clubs' step of the enrollment process. At the top, a progress bar indicates steps 1 through 7: Clubs, Projects, Questions, Health Form, Consents, Payment, and Confirm. The 'Clubs' section has a heading 'Please select your Clubs. You may enroll in as many Clubs as you would like. Have fun!' and a 'Select Clubs' button. On the right, a 'Fees' section shows a 'Total' of '\$0.00'. A 'Next' button is at the bottom.

14.) Click Add next to the club you would like to join. Repeat these steps to add all clubs in which you would like to participate.



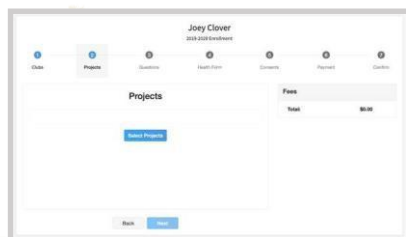
The 'Add Clubs' modal window shows a 'County' dropdown menu set to 'Bowie'. Below, there is a list of clubs with 'Add' buttons next to them: '4-H Livestock Booster Club', '4-H Shooting Sports Project - Archery', and '4-H Shooting Sports Project - Pistol'.

15.) If you have enrolled in more than one club, be sure the Primary club is marked to indicate which club will serve as your Primary club. Click the trash can icon to remove a club from the list. Once all clubs are added, click Next at the bottom of the screen.



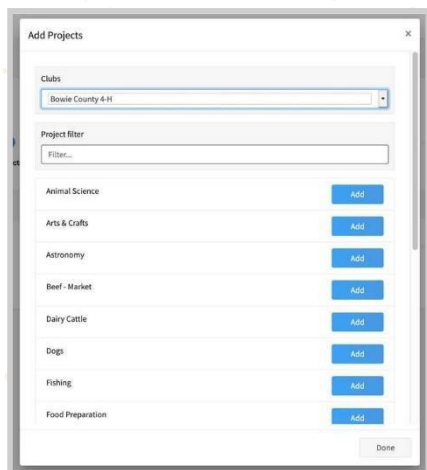
This screenshot shows the enrollment screen after clubs have been added. A table lists the clubs: 'Bowie County 4-H' and 'Bowie County Horse Club'. The 'Bowie County 4-H' club is marked as the 'Primary' club. There are buttons for 'Primary', 'Change to Primary', and 'Select Clubs'. On the right, the 'Fees' section shows a 'Total' of '\$0.00'. A 'Next' button is at the bottom.

16.) Click "Select Projects."

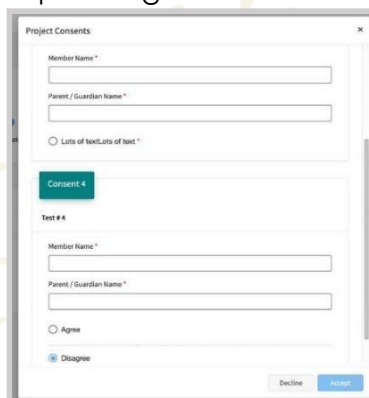


The screenshot shows the 'Projects' step of the enrollment process. The progress bar at the top shows steps 1 through 7. The 'Projects' section has a heading 'Select Projects' and a 'Select Projects' button. On the right, a 'Fees' section shows a 'Total' of '\$0.00'. 'Back' and 'Next' buttons are at the bottom.

17.) Select the club with which you want your project to be associated. Click Add button next to the project you want to add to the member's enrollment. Repeat these steps for each project in which you would like to participate.

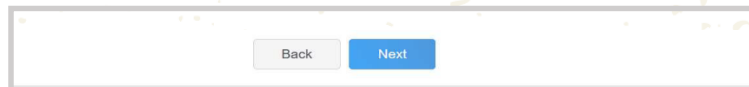


NOTE: Some projects may have consents that are required in order to participate. You will be prompted to enter the required signatures and accept the consents.



18.) Click "Show Questions". Complete the enrollment questions. Some of the questions will be completed for you based on what you entered when you created your record. Be sure to complete any required consents (hold harmless, code of conduct, media release, etc.).

19.) Click the Next button at the bottom of the screen when you are finished. Your enrollment will be forward to the 4-H agent in your local parish.



20.) You can login anytime to view your enrollment information, sign up for regional or state-level events, or view your member profile. For more information, contact your local 4-H agent or log on to lsuagcenter.com/4Hconnect