

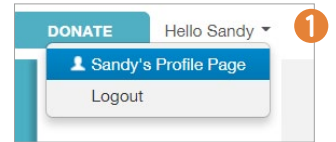
Quick-Start

Adding Members to Your Team

Once you have registered, you can add more members to your team by following these steps.

Log out by clicking the Hello drop-down 1 then Logout.

Go to TEAMS/PEOPLE and search for your team page 2. From your team page, select the blue "Join Our Team" button 3.



A screenshot of a team page for 'Sandy'. The page has a blue header with navigation links: EVENT, TEAMS/PEOPLE (highlighted with a '2'), HELP, SPONSORS, and TEAM CAPTAIN. Below the header are social media icons for Facebook, Twitter, Email, and a share icon. A photo of four people is shown with the caption 'Sandy Members' and a list containing 'Sandy Phelps'. To the right, it says 'Our Funds Raised: \$21.00' and 'Team Walk Years: 3'. A welcome message follows: 'Welcome to our team page! We are walking to show our support for our child and more than 400,000 other individuals with Down syndrome in the U.S. Every dollar we raise brings us one step closer to ensuring that our child and every individual will have the opportunity to reach their potential. Our fundraising efforts will support local programs and services, as well as National Down Syndrome Society advocacy and public awareness initiatives that benefit all individuals with Down syndrome. Make your tax-deductible donation today and take the first step toward helping us achieve our goal.' Below this is a '3' next to a blue 'Join Our Team' button and a 'Donate To Our Cause' button. A '0 Comments' section is visible with a 'Sort by Oldest' dropdown and a comment input field.

Select New Account 4.

A screenshot of the 'Annual Walk & Festival Event Registration' process. It shows a progress bar with four steps: 1. Account (selected), 2. Account Info, 3. Registrants, and 4. Checkout. The main heading is 'Step 1: Your Account'. Below it, it says 'Please choose a login method:' and provides three options: 'Log In with Facebook', 'Log In with Google+', and 'New account' (highlighted with a '4'). At the bottom, there is a text prompt: 'Have you already started your registration? In the box below, please enter the registration code that was emailed to you.' followed by a 'Registration Code:' input field and a 'Continue' button.

Enter the registration info **5**, agree to the waiver **6**, and hit the blue “Continue” button **7**.

*Note: you can use your email address again with a different name.

1. Account 2. Account Info 3. Registrants 4. Checkout

Step 2: Account Info

Please complete the information below and check the waiver to continue. In the next step you can join a team, start a team or participate as an individual. You can also add other family and friends as part of your registration.

* denotes required fields

* Registration Type: Child under 12 **5**
Under 12 \$15.00

* Email: Email

* First Name: First Name

* Last Name: Last Name

Years Of Participation: 0

Address: Address

City: City

Country: United States

State: State Zip

Phone Number: Phone Number

Shirt Size: No Shirt

* Are you over 18 years old?: Yes

I hereby waive all claims against ds-connex team, sponsors, vendors, volunteers and any personnel for any injury that I or my family member might suffer from this event. I attest that I and my family members are physically fit and prepared for this event. I grant full permission for organizers to use photographs, videos and quotations of me and my family member in legitimate accounts and promotions of this event.

6 * I agree to these conditions

Continue **7**

Please note:

The option “Join Existing Team” and team name will already be selected.

Fill out the “Relationship” and “How did you hear about us?” boxes **8**.

From this page you can add more team members who are paying with the same credit card with the green “Add Another Registrant” button **9**. When finished adding team members, select the blue “Continue to Cart” **10** button to check out.

1. Account 2. Account Info 3. Registrants 4. Checkout

Step 3: Registrants

Registration Code: ACAR816F

* Registration Type


Please select an option below:

Register as an individual
I want to participate as an individual. As an individual participant I can collect donations from my family and friends.

Start new team
I want to start a team. As the team captain I will spread the word and work to collect donations from family, friends and co-workers.

Join existing team
I want to join a team. As the team member, I will help to collect donations from family, friends and co-workers.

Team: Sandy [Change](#)

 Welcome to our team page! We are walking to show our support for our child and more than 400,000 other individuals with Down syndrome in the U.S. Every dollar we raise brings us one step closer to ensuring that our child and every individual will have the opportunity to reach their potential.
[Read More ...](#)

* Relationship To Individual with DS, Team or Participant: Family **8**

Does employer match donations?

* How did you hear about us: -- Select --

9 Add Another Registrant **10** Continue to Cart

Complete the "Billing Information" **11** form. If your event has a processing fee, choose whether or not to cover it **12**. Click "Finalize Registration" **13**.

For additional support, see the other help guides or email ds-connex at support@ds-connex.org.

1. Account 2. Account Info 3. Registrants 4. Checkout

Step 4: Checkout Registration Code: **7PAR2E8A**

Please review the items in your cart, enter payment information and click on the "Finalize Registration" button to complete your registration.

Starting Donation

You may add a donation to your registration here.

Cart

Item	Qty	Price
1 Participant 12 and older	1	\$21.00
3 Adult Medium	1	\$0.00
		Total: \$21.00

Additional Items

	Description	Price	
	Water Bottle: Water Bottle	\$5.00	Add to Cart
	Sack Lunch: Sandwich, fruit & cookie	\$6.00	Add to Cart

11 Billing Information

* Email

* Phone

* Name on Card

* Billing Address

United States

Ohio

* Card Type

* Card Number

* Card Expiration Date

* Card CVV

* Cover Processing Fee **12** % 4.25 Yes No

Tax Deductible: \$0.00
Total Charges: \$21.00

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