

Step 1: Your Account

Click on "Register" ①.

To register with Facebook, click on "Login with Facebook" ②. Enter your user information, then click "Log In." Click "Okay" to allow ds-connex to see your information. Click "Okay" to allow yourself to post to Facebook through your event site.

To register with Google, click "Login with Google+" ③. Enter your user information, then click "Sign In." Click "Accept" to allow ds-connex to see your information.

Otherwise, click "New Account" ④ to begin registration.

If you already started registration, you can click the registration code link in your welcome email to continue where you left off.

Step 2: Account Info

Fill out your account information ① and agree to the waiver ②.

Click Continue ③.

The screenshot shows the top navigation bar with 'REGISTER' (1), 'DONATE', and 'Log In'. The event title is 'Annual Walk & Festival Event' on 'October 6, 2018' at 'Crew Stadium | 1-5 pm'. The 'ds-connex' logo is on the left and the 'stride' logo is on the right. A blue navigation bar contains 'EVENT', 'TEAMS/PEOPLE', 'HELP', 'SPONSORS', 'TEAM CAPTAIN', and 'VOLUNTEER'. The main heading is 'Annual Walk & Festival Event Registration'. Below it is a progress bar with '1. Account', '2. Account Info', '3. Registrants', and '4. Checkout'. The 'Step 1: Your Account' section asks to 'Please choose a login method:' and offers three options: 'Log In with Facebook' (2), 'Log In with Google+' (3), and 'New account' (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.

The screenshot shows the 'Step 2: Account Info' section. It includes a progress bar with '1. Account', '2. Account Info', '3. Registrants', and '4. Checkout'. The heading is 'Step 2: Account Info'. Below the heading is a paragraph: '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.' A note says '* denotes required fields'. The form fields are: '* Registration Type' (dropdown menu with 'Child under 12' selected, 1), 'Under 12 \$16.00', '* Email' (text input), '* First Name' (text input), '* Last Name' (text input), 'Years Of Participation' (text input with '0'), 'Address' (text input), 'City' (text input), 'Country' (dropdown menu with 'United States'), 'State' (dropdown menu), 'Zip' (text input), 'Phone Number' (text input), 'Shirt Size' (dropdown menu with 'No Shirt'), and '* Are you over 18 years old?' (dropdown menu with 'Yes'). Below the form is a waiver text: '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.' At the bottom, there is a checkbox '2' and the text '* I agree to these conditions'. A blue 'Continue' button (3) is at the bottom right.

Step 3: Registrants

Click “Start New Team” ①.

Enter your team name ②.

Use the drop-down to choose how many years your team has existed ③.

Next, use the drop-down menu to choose your relationship to the team or participant that encouraged you to register ④.

If your employer matches donations and this field is visible, check the box and enter the name of your place of employment in the field that pops up ⑤.

Note: It is the participant’s responsibility to secure the matching funds.

Then, use the “How did you hear about us?” menu to choose how you found out about the event ⑥.

To add additional registrants, click the green “Add Another Registrant” button and fill out the requested information ⑦.

Click “Continue to Cart” ⑧.

Step 4: Checkout

Next, you can designate an additional donation ①, and if your organization has made items available to purchase, you can add them to your cart ②.

Complete the “Billing Information” form ③. If your event has a processing fee, you can choose whether or not you’d like to help cover it ④. Click “Finalize Registration” ⑤.

Click on “Print Receipt” to print. A receipt will also be sent to your email.

After your registration is finalized, you will receive an email welcoming you to your event. This email will contain a username and password. You can now log into your profile on the event page.

For information on next steps like setting up and sharing your profile, see the “Managing Your Personal Profile” Quick Start Guide. Check out the Team Captain section of your site for more information. For additional support, email ds-connex at support@ds-connex.org.

Name	Over 18?
Jess Parker	Yes

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

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