

Quick-Start

Joining a Team

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' (marked with a circled 1), 'DONATE', and 'Log In'. Below is a banner for the 'Annual Walk & Festival Event' on October 6, 2018, at Crew Stadium | 1-5 pm, featuring logos for ds-connex and stride. A blue navigation bar contains links for EVENT, TEAMS/PEOPLE, HELP, SPONSORS, TEAM CAPTAIN, and VOLUNTEER. The main heading is 'Annual Walk & Festival Event Registration'. A progress bar shows '1. Account' selected, followed by '2. Account Info', '3. Registrants', and '4. Checkout'. The section title is 'Step 1: Your Account'. Below it, the instruction is 'Please choose a login method:'. Three buttons are shown: 'Log In with Facebook' (marked with a circled 2), 'Log In with Google+' (marked with a circled 3), and 'New account' (marked with a circled 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. The progress bar now highlights '2. Account Info'. The instruction reads: '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 states '* denotes required fields'. The form includes the following fields: '* Registration Type' (dropdown menu with 'Child under 12' selected, marked with a circled 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 labeled '* I agree to these conditions' (marked with a circled 2) and a 'Continue' button (marked with a circled 3).

Step 3: Registrants

Click “Join Existing Team” 1.

Enter your team name then click Search.
Select your team 2.

Use the drop-down menu to choose your relationship to the team or participant that encouraged you to register 3.

If your employer matches donations, check the box and enter the name of your place of employment in the field that pops up 4.

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 5.

To add additional registrants, click the green “Add Another Registrant” button and fill out the requested information 6. Click “Continue to Cart” 7.

Step 4: Checkout

Next, you can designate an additional donation 1, and if there are items in the store that you would like 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.

For additional support, email ds-connex at support@ds-connex.org.

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

Step 3: Registrants Registration Code: JPAR2E8A

* 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 1
I want to join a team. As the team member, I will help to collect donations from family, friends and co-workers.

Team Name Search 2

* Relationship To Individual, Team or Participant Family 3

Does employer match donations? 4

* How did you hear about us: -- Select -- 5

6 Add Another Registrant Continue to Cart 7

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

Step 4: Checkout Registration Code: JPAR2E8A

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.

\$ 1 Add Donation to Cart

Cart

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

Total: \$21.00

Additional Items

Description	Price	
Water Bottle: Water Bottle	\$5.00	Add to Cart 2
Sack Lunch: Sandwich, fruit & cookie	\$6.00	Add to Cart

Billing Information

* Email 3

* Phone Phone

* Name on Card

* Billing Address Address 2

United States

Ohio

* Card Type

Card Type icons: American Express, MasterCard, VISA, Discover

* Card Number Credit Card Number

* Card Expiration Date

* Card CW

* Cover Processing Fee % 4.25 Yes No 4

5 Finalize Registration

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