4HONLINE IS . . .

The **OFFICIAL** Ohio 4-H Youth Development Program database for *enrolled* 4-H members and volunteers. This system is a partnership between the 4-H family and the county Extension Office and working with them to guide you through questions/problems will create a positive experience for all!

We want all 4-H families to become familiar with 4HOnline so enrollment can be an easy process for you!

The Carroll County Extension office relies on 4HOnline to help distribute important information to you. By allowing you access to update your personal information (email, home address and phone) you can ensure that you will always receive important news and updates such as newsletters, deadline information and leadership opportunities.

This database is **ONLY** for 4-H members and volunteers (Advisors) that are part of a 4-H Club. It is **NOT** for siblings, grandparents, etc.

4HOnline can only be accessed by returning members to the Carroll County 4-H Program. If you are new to the program this year, you will be provided access once you have been established in the system.

If your child(ren) belong to a shared parenting household, you will need to decide a primary address for all materials that are to be mailed. However, multiple Emails may be entered. Emails sent from the Extension office are always sent to all Email addresses provided.

The ability to change or update your information is limited to certain fields in the system. If you see information that is incorrect and you are not able to make changes, please call the office and we will make the change for you. An example of this may be an activity your child is participating in, such as 4-H Camp.

For questions or problems please contact:

Michelle Moon, Office Associate - OSU Extension, Carroll County

Phone: 330-627-4310 or Email: <u>moon.317@osu.edu</u>

Or you can visit the following link for Tips and Tools: https://go.osu.edu/CC4HOnline

4-HOnline is a secured database that is in compliance with the PCI Security Standards Council. The Ohio 4-H Youth Development Program and the 4HOnline program developers work closely to monitor and ensure that highest level of protection for information stored on the system.

Ohio 4-H, nor 4HOnline, does not share or sell any personal information to third party vendors without your knowledge or permission.



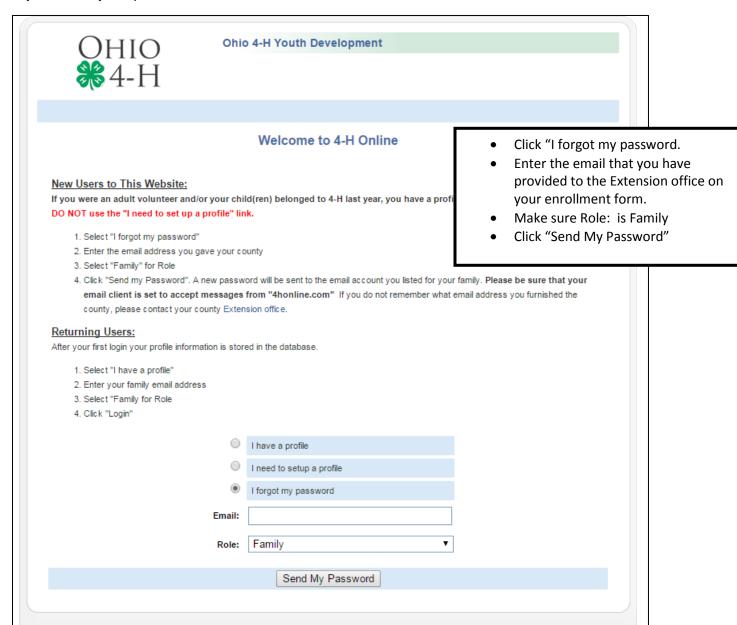


Let's Get Started!

The 4HOnline program works best with Google Chrome, Firefox or Safari as your browser.

The 4HOnline website is: https://oh.4honline.com

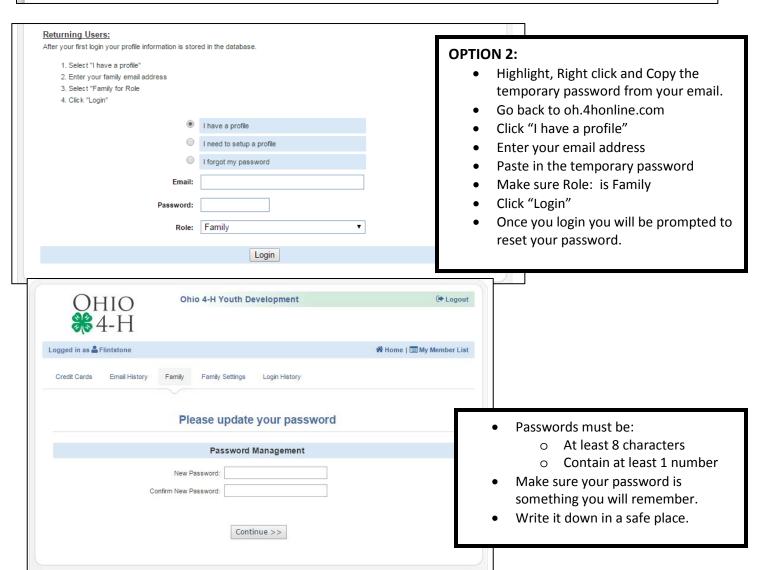
Because we have already created a family profile for you, the 4HOnline program will view you as a "Returning User". This means that you need to respond as if you have "forgotten your password" in order to retrieve your information. Do not click on the "I have a profile" radio button; it will assume you know your password.





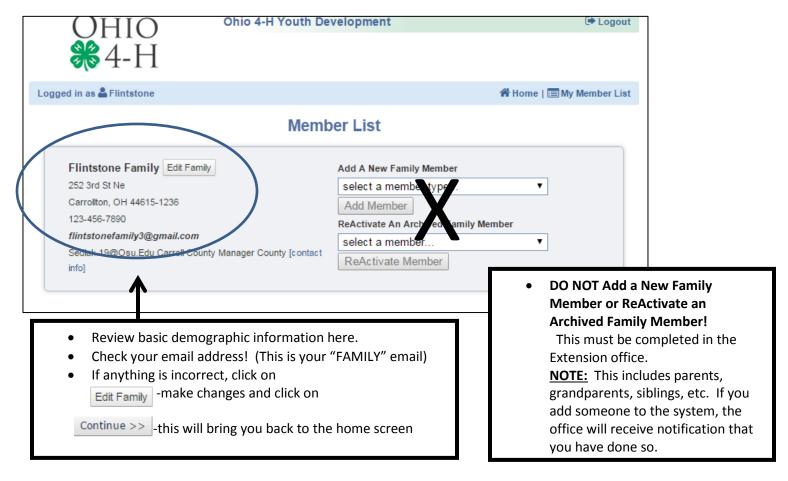
Check your email, You now have 2 options:

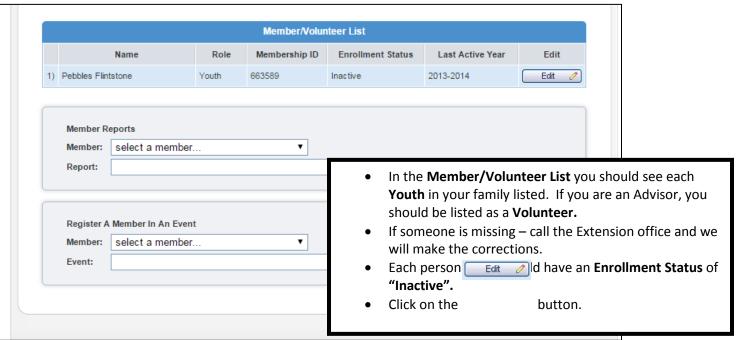
OPTION 1: 4hOnline Password Reset Request Click on the link. This will bring you back to 4HOnline and the Password You may set a new password by going to the following link: Login and set a new password Management Page. If you are unable to use the link above, you may login by following the This will take your directly to the 1.) Go to oh.4honline.com Please update your password 2.) Select "I have a profile" 3.) Enter the email address to which this email was sent: cmickley@frontier.com screen at the bottom of this page 4.) Enter the following password: uSqOlJh9 (you must use capital letters as they appear) 5.) Select the "Family" role 6.) Click the "Login" button You will be required to set a new password once you log in. Thank You







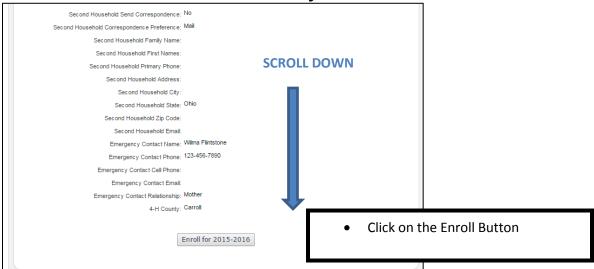








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Information Inf	dditional Health Form Participation ormation	
Youth F	Personal Information	
Profile Information		*Required Fields
Email:	flintstonefamily@gmail.com	joe@4honline.com
Prefix:	0	
First Name:	Pebbles	
Middle Name:		
*Last Name:	Flintstone	
Suffix:		
Preferred Name:		
* Mailing Address:	123 Bedrock Lane	
Mailing Address 2:		
• City:	Carrollton	
* State:	Ohio ▼	
∗Zip Code:	44615	12345
Birth Date:	02/14/2000 📰	mm/dd/yyyy
∗ Gender:	Female ▼	
* Primary Phone:	123-456-7890	555-555-1234
Correspondence Preference:	Mail ▼	
Cell Phone:		555-555-1234
You wish to receive notices via text message:		
Years in 4-H:		#
*Parent 1 First Name:		
*Parent 1 Last Name:		
		Valuataan
		Volunteer

Review and update the 4-H Record.

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 Note that all fields that have an are required.

TIP: An email that differs from the FAMILY email may be entered here. This is an excellent option if you have an active teen that is responsible for their own schedule!

- DO NOT CLICK "YES" for Youth Volunteers
- Only ADVISORS should click YES

Select "Yes" if you serve in a leadership capacity in 4-H.

NO! Examples for youth: Junior Leader, Club Officer, etc.

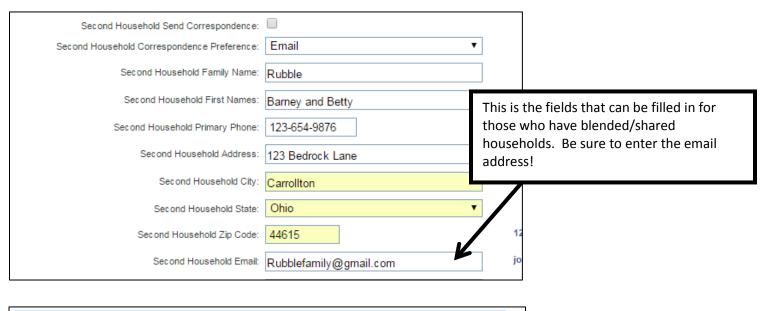
Examples for adult: Chaperone, Community Club Leader, Project Leader, etc.

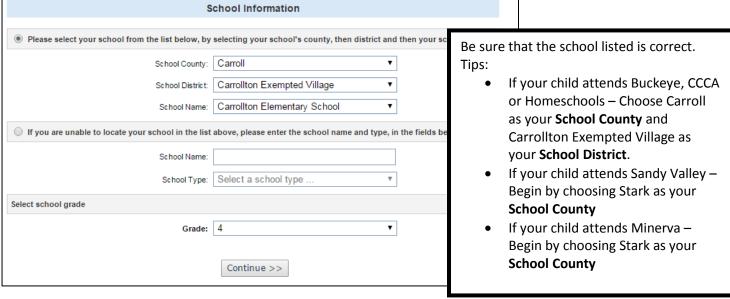
Are you a Volunteer?: No:

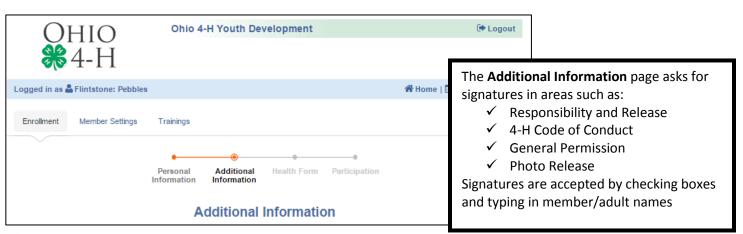
Yes:









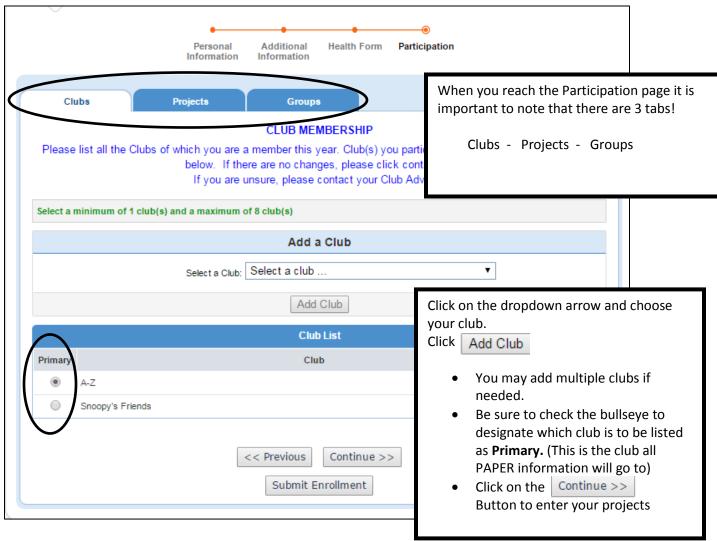






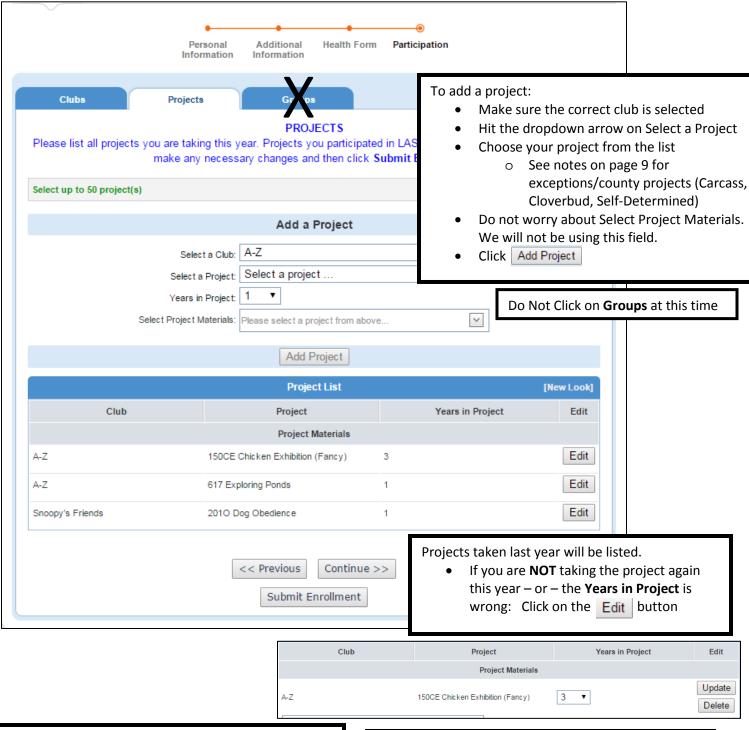
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Once all projects are entered;
Click Submit Enrollment

The Extension office now has your updated information!

If you click on the Edit button;

- You can change the number of years in the project then click Update
- Or you can Delete the project for this year.





Project Questions:

Q: How do I enter a CARCASS Project?

A: When you select the drop down, scroll almost to the bottom and look for projects beginning with the letters **COP-Animal**: You will find Carcass - Beef, Goat, Hog and Lamb projects listed.

Q: My child is a Cloverbud. Do they have a Project?

A: Yes – Please choose **710GPM Cloverbud Activities 1** as their Project.

Q: How do I enter a Self-Determined Project?

A:

- If the Self-Determined Project has an Idea Starter associated with it; Look for the actual name of the idea starter (Ex: 365.06 American Sign Language) and choose that as your project.
- o If the Self-Determined Project does NOT have an Idea Starter associated with it and you are creating your own project, choose 365 Self Determined as your project.
 - Remember: You MUST have the Self-Determined Guide for ALL Self Determined projects, not just the Idea Starter.

FAQ - Frequently asked Questions

Q: I forgot my password, how can I get it?

A: On the login page, click on "I forgot my password" and then click "Send My Password"

Q: I forgot the e-mail address that I used, how can I get it?

A: You will need to call the Carroll County Extension office and ask us to look at your profile for the correct email address.

Q: I requested by password to be sent, but it never came, what should I do?

A: Contact the Extension office and ask for your password to be reset.

Q: I was given/e-mailed a password but when I typed it in, it did not work?

A: Because of the sensitivity of the passwords it is recommended that you "cut and paste" the password into the password field. Then once you are logged into the system, you can reset it to something that you will remember as long as it has a minimum of 8 characters and includes letters, plus numbers and/or symbols.

Q: I completed my profile over a week ago and it is still pending, what do I do?

A: Contact the Extension office and ask them to approve your enrollment, or ask if there are any problems with it.

Q: I clicked the Submit Enrollment button and remembered something that needs changed. How do I do that?

A: You are not able to make changes once you hit the Submit Enrollment button. You must contact the Extension office and ask them to make the change for you.





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Notes:



