

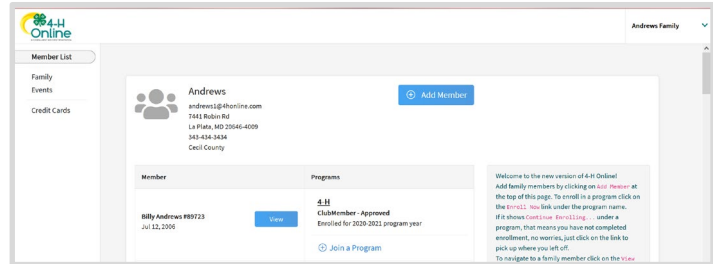
Families Editing Projects After Enrollment is Approved

Before You Start

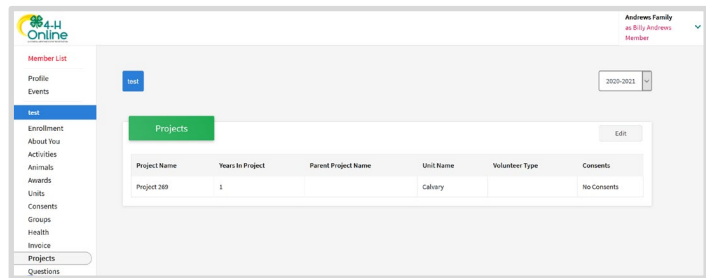
1. Please confirm with your county the deadlines for families to be able to add or drop projects from a member's approved enrollment.

Family Adding Projects to Member's Approved Enrollment

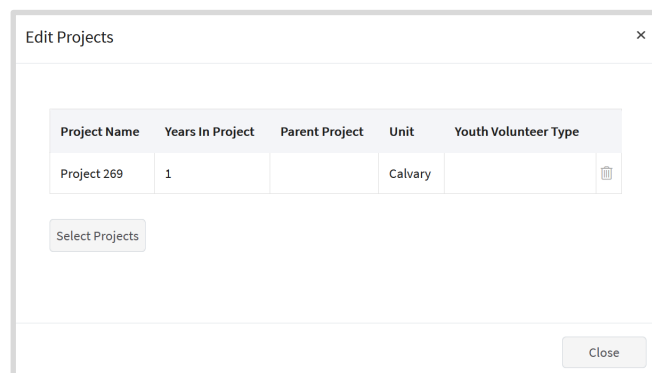
1. Login to your family's existing 4-H Online account.
2. Click the View button next to the member's name.



3. Click on Projects in the navigation pane.
4. Click the 'Edit' button.



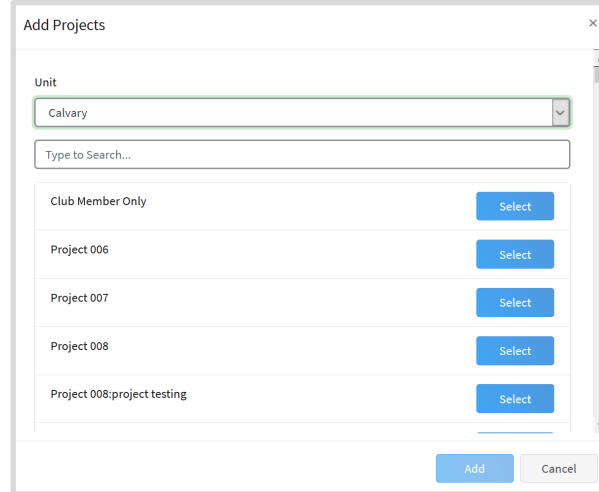
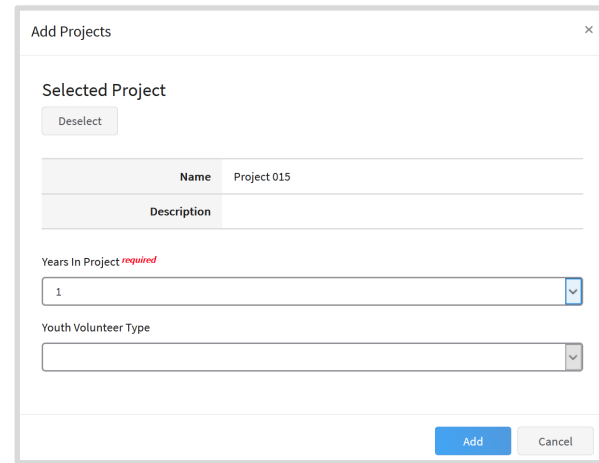
5. Click the Select Projects button to add additional projects to the member's enrollment.



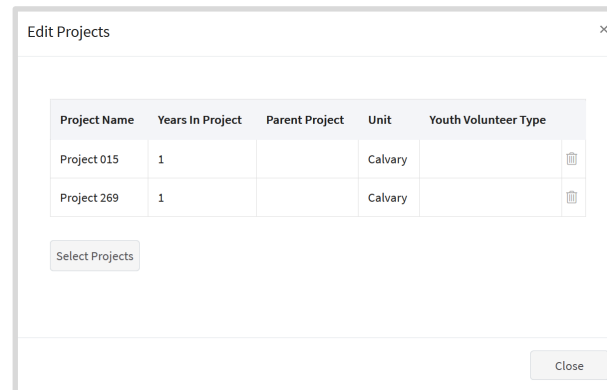
6. If the member has enrolled in more than one unit/club, use the drop-down menu to select the appropriate unit/club association.
7. Click the Select button next to the project you want to add to the member enrollment.
8. If applicable, select the Youth's Volunteer Type for this project. If the member does not

have a volunteer role for the project, please leave this blank.
9. Click the Add button.

NOTE: Some projects may have specific consents that must be signed before the project will be added to the member's list of enrolled projects.

10. If you need to remove a project from the member's enrollment, click the trash can icon next to the project.
11. When you have completed making changes to project, click the Close button.



Project Name	Years In Project	Parent Project	Unit	Youth Volunteer Type
Project 015	1		Calvary	
Project 269	1		Calvary	

Tips

If you have any questions or issues, please contact your County Extension Office for assistance.