

STEPS FOR NEW FAMILIES SETTING UP PROFILES IN NJ.4HONLINE

STEP ONE: LOGGING IN

- 1. Go to the NJ.4HOnline site, *http://nj.4honline.com* -note there is no *www* in the address.
- 2. Click the button next to, *I need to setup a profile*

A drop down menu will appear. Select the county where the club you are joining is based. Next, type in a valid family email address.

You must provide a valid email address to setup your account on NJ.4HOnline. Your email address will be your login. This will be the address where you receive 4-H information.

- 3. Confirm this email by entering it again in the field below
- 4. Enter your family/parent/guardian/household Last Name.
- 5. Enter a password with a minimum of 8 characters. Your password must contain at least 1 capital letter or number/symbol.
- 6. Confirm your email by entering it again in the field below. (If you forget your password, a new one can be sent to your email address.)
- 7. Click the *Create Login* button

STEP TWO: FAMILY INFORMATION

1. The *Family Information* page is where all 4-H Youth and/or Adults in your family.

(Individual family members will be added in the next steps.)

- 2. Fill in the blank fields in the Profile Information section.
 - Do not check the *Update member records* ... box at this time.
 - All fields with a red asterisk must be completed.

Note: You do not need to enter or change your password at this time (unless you would like to).

New RUTGERS	Jersey 4-H Youth Development
Diperiment Station	
	Welcome to 4-H Online
•	Thave a profile
۲	I need to setup a profile
Are you in a Military 4-H Club:	I forgot my password
County:	Select your county
Email:	
Confirm Email: Last Name:	
Password:	Min. of 8 characters, at least 1 number and 1 capital or non-alpha
Confirm Password:	
Role:	Family
	Create Login

Home My Member Lis
Home My Member Lis • Required Fields Joe@Honline.com
Required Fields joeg-thonine.com
Required Fields joe@4honline.com
• Required Fields
Required Fields joe@4honline.com
joe@4honline.com
joe@4honline.com
•
12345
555-555-1234
•
•