



Member Enrollment

Follow these instructions to enroll a 4-H youth in a STEP club online!

1. Go to <https://idaho.4honline.com> or scan this QR Code:



2. **New members** will create a *new* family profile

→ Click “I need to setup a profile”

→ Select the county in which you wish to enroll (*Canyon*)

→ Enter your primary email address, enter your household last name & create a password

→ Select “Family” for your Role, and Click “Login”

→ As a new member, you must first set up a “Family” profile *The family profile will be the first screen; complete all fields in **bold**. You do not need to enter anything in Password Management, except to change your password. Click **CONTINUE** at the bottom. Next you will create an individual profile for each participating person.*

→ Click “select a member type...” in the ‘Add a New Family Member’ drop down box

→ Click “Add Member” *after you select the member type (youth or adult)*

3. **Follow the steps** to enter (*or update*) all information on the subsequent screens, by selecting “continue”

To select your club, choose from the following:

STEP Outdoor Adventures

STEP Science & Technology

STEP Visual & Performing Arts

Then select your project from the choices offered...

→ Click “Submit Enrollment” *Do not add activities, awards or groups- they do not apply to our county.*

Repeat this process for each participating youth.

