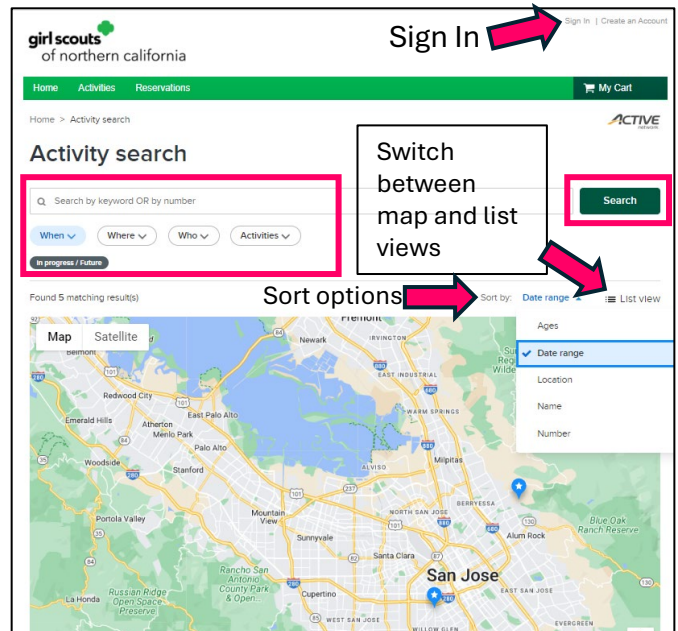


Enrolling in an Activity

- To search for activities, go to: <https://anc.apm.activecommunities.com/gsnorcal/activity/search?online>
- You must **Log In** to the **ACTIVENet** system to enroll in an activity.

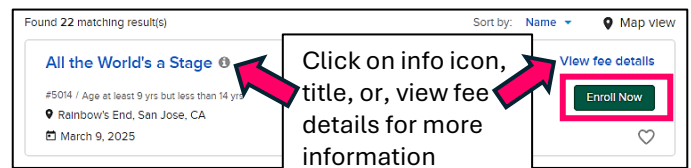
- Search for activities using any one or a combination of the filters.
 - Keyword – Search on portion of title or other keywords.
 - When – Search on date range.
 - Where – Search by GSNorCal location.
 - Who – Search by age range.
 - Activities – Search by type, Girl Scout level and/or instructor.
 - Map / List Views – See locations of GSNorCal location-activities on a Google Map by using the same options described above and selecting the Map option.

1



- Once you find and review the information about an activity (click on the activity title to see more details) you want to enroll you or your Girl Scout in, click the **Enroll** button.
 - Note: Some activities listed do not allow you to enroll using ACTIVENet. In these cases, you will be directed to a link for the purposes of enrolling.*

2

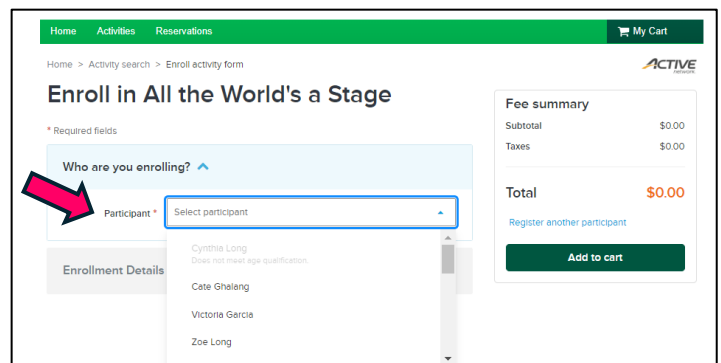


- On the Enroll Screen, **select a family member to enroll** in the activity.

Important Notes:

- Only those who are the correct age for the activity** will be selectable from the dropdown list.
- Non-members (no current GSNorCal membership year registration on file)** will display a total fee amount that includes the activity's fee **PLUS** the cost to renew for the current membership year.
- Any troop leader, co-leader, administrator, treasurer or program coordinator who is authorized to use the troop's debit card** may enroll troop members in an activity. **Important! It is required that the troop agrees to use troop funds to pay for the activity using the troop's debit card.** In addition, troop adults and Girl Scouts in the troop will also see their troop members listed as "troop" family members and can register them for activities, using a personal credit card.

3



4. Once you have selected a Girl Scout to enroll, **complete the enrollment details.**

If registering additional participants, click on the **Register another participant** **hypertext** located above the Add to Cart button.

When done, click the **Add to Cart** button.

4

Enroll in All the World's a Stage

* Required fields

Who are you enrolling? [^](#)

Participant * Victoria Garcia

Enroll more participants

Enrollment Details [^](#)

* Please enter the FIRST and LAST name of the accompanying adult for this registered attendee. At least one adult chaperone is expected to attend with youth.

Cindy Long

* Please enter the contact phone number for the adult volunteer/chaperone listed for this attendee.

(510) 5555555 Ext.

Custom Question Group

* Health Restrictions I Please list any dietary restrictions, food allergies, or health restrictions applicable. If none, please type "none".

None

How did you hear about us?

Fee summary
[View Details](#)

Subtotal	\$30.00
Taxes	\$0.00
Total	\$30.00

[Register another participant](#)

Add to cart

5. Review the information in your **Shopping Cart**.

To cancel an enrollment before paying, you may click on the **Trash Can** icon for the person you want to remove.

To edit an enrollment before paying – such as adding another person or changing information for that person, click on the **Edit Pencil icon**.

When done:

- **Review the waiver(s)** by clicking the **hypertext** to launch a pop-up window with the details.
- **Check each waiver box** to agree.
Note: A waiver must be checked for each enrolled participant.
- Select the **Check Out** button.

5

Shopping Cart

Cate Ghalang **CG** 1 item, \$30.00 in total.

All the World's a Stage - 5014 \$30.00 [^](#)

ACTIVITY [^](#)

Victoria Garcia **VG** 1 item, \$30.00 in total.

All the World's a Stage - 5014 \$30.00 [^](#)

ACTIVITY [^](#)

To edit/add a person.

To delete a person from enrollment

Waiver

* Required fields

Please read the following waivers and agreements carefully. They include releases of liability and waiver of legal rights, and deprive you of the ability to sue certain parties. By agreeing electronically, you acknowledge that you have both read and understood all text presented to you as part of the checkout process.

- ☒ I have read and agree to [Adult Chaperone Required Terms \(Activity Enrollment: All the World's a Stage - 5014\)](#)
- ☒ I have read and agree to [Adult Chaperone Required Terms \(Activity Enrollment: All the World's a Stage - 5014\)](#)
- ☒ I have read and agree to [Cancellation/Refund Policy \(Activity Enrollment: All the World's a Stage - 5014\)](#)
- ☒ I have read and agree to [Cancellation/Refund Policy \(Activity Enrollment: All the World's a Stage - 5014\)](#)
- ☒ I have read and agree to [Media Release \(Activity Enrollment: All the World's a Stage - 5014\)](#)
- ☒ I have read and agree to [Media Release \(Activity Enrollment: All the World's a Stage - 5014\)](#)

Order Summary

Subtotal	\$60.00
Due Now	\$60.00

Enter coupon code [Apply](#)

Check out

Click hyper-link to read waiver details

6. Complete payment information and click the **Pay** button to complete the transaction.

- A confirmation email will be sent with details for the enrollments and payment receipt information.

Note: Log in to ACTIVENet to view activities and/or payments made at any time by clicking on My Account.

6

Check Out

Payment Information

Payment Method

* Required fields

ACT* GSNorCal Reg/RentFee or Active Network will show up on your credit card statement for this payment.

Please choose a credit card.

☒ **VISA** **** 6264 07/2028

CVV/CVC* 4444 [?](#)

☐ Add a new credit card

[Saving Credit Card Security Guarantee](#) [^](#)

Billing Address

Cynthia Long [^](#)

Order Summary

Subtotal	\$60.00
Due Now	\$60.00

Gift Card [Apply](#)

Pay