

Family Editing Projects of Approved Enrollments

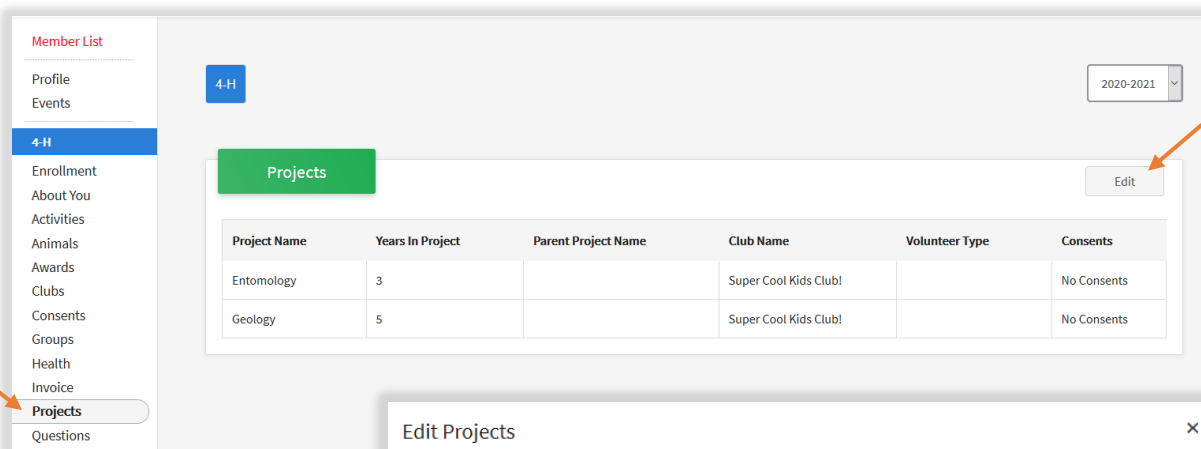
If your county has opted to allow families to edit projects on Approved enrollments, the following instructions may assist you in this process.

If you are unable to edit, you should contact your [local Extension office](#) for assistance. Its possible project edits may only be completed by staff and/or that the project editing deadline has passed.

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

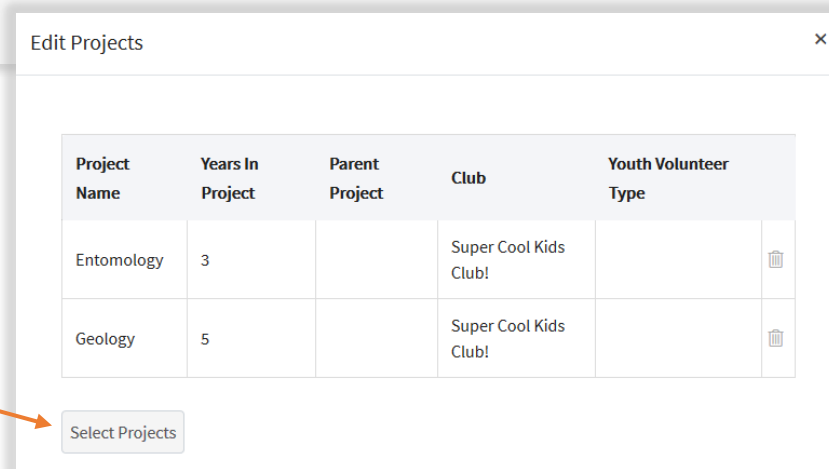
Member	Programs
Patch Addams #132874 Jun 8, 2010 <div style="text-align: right; margin-top: 10px;"> <input type="button" value="View"/> </div>	4-H ClubMember - Approved Enrolled for 2020-2021 program year

3. Click on Projects in the navigation pane.
4. Click [Edit].



Project Name	Years In Project	Parent Project Name	Club Name	Volunteer Type	Consents
Entomology	3		Super Cool Kids Club!		No Consents
Geology	5		Super Cool Kids Club!		No Consents

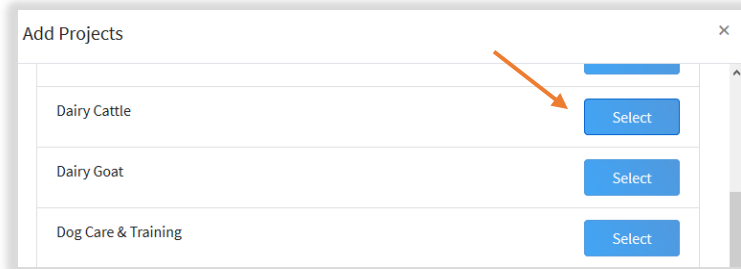
5. Click [Select Projects] to add additional projects to the member’s enrollment.



Project Name	Years In Project	Parent Project	Club	Youth Volunteer Type
Entomology	3		Super Cool Kids Club!	
Geology	5		Super Cool Kids Club!	

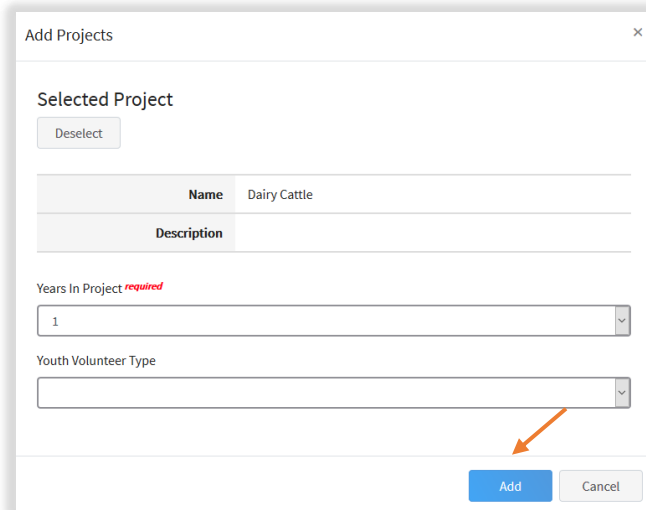
6. If the member has enrolled in more than one club, use the drop-down to select the appropriate club.

7. Click [Select] next to the project desired.



8. If applicable, select the member's Volunteer Type for the project.

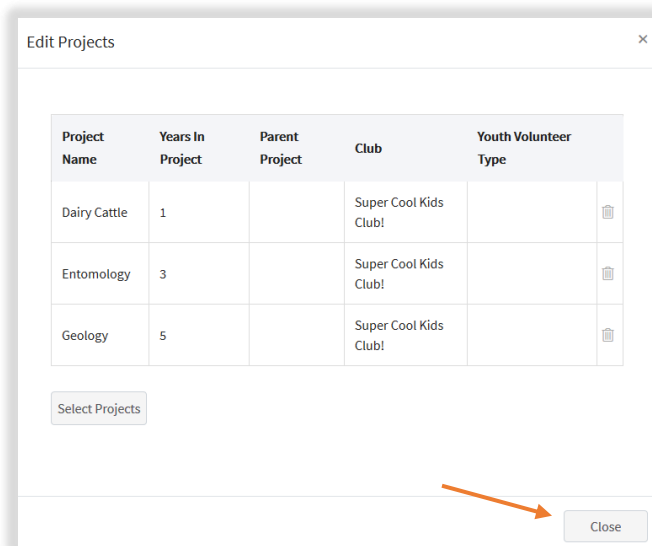
9. Click [Add].





10. The new project will be added to the member's project list.

11. If you need to delete a project from the member's enrollment, click the trash can icon next to the project.

12. When you have completed making changes to the project, click [Close].



Project Name	Years In Project	Parent Project	Club	Youth Volunteer Type
Dairy Cattle	1		Super Cool Kids Club!	
Entomology	3		Super Cool Kids Club!	
Geology	5		Super Cool Kids Club!	