

## **ZSuite 4-H Enrollment** New Leader Profile





- Enrollment must be done **ANNUALLY** to be an **Active** 4-H Leader! 1. Go to https://4h.zsuite.org/ If you've signed in before,
  - 2. To create a new Profile, select SIGN UP



a. Fill in all of the fields, select LET'S GO! Select PRIMARY ACCOUNT

## Volunteer Enrollment

You are now on the **Dashboard** tab

- Select the Volunteer's Name
- 2 More content will drop down, select Enroll Volunteer Now
- Select Complete Volunteer **Enrollment**
- 4 Fill out all the of the Personal Info
  - a. When filling out Volunteer Roles/Opportunities, select all that may apply.
- 5 Complete all Waivers
- 6 Dropdown to your CLUB,

## select Add Club

a. Select Add Project if needed

7 Select Add to Cart

## **Once submitted, your Enrollment** will change from Pending Approval to Active when you have completed:

- Background Screening • Look for the State 4-H Office email
- New Volunteer Orientation
- LOGIN .... Johnny Cash If you need assistance, don't hesitate to 2020 - 2021 select the ZSuite LIVE CHAT! If you are just a Parent, not a Vetted V or Club Leader ill need to create a LIVE CHAT Vetted Volunteer Enrollment This enrollment is for a Vetted Volunteer. If you are an adult age club member you will need to add a member to the household and fill out an enrollment for a club member Enrollment in 4-H for Johnny Cash 2020 - 2021 WAIVERS CLUBS DEDSONAL INEC in 4-H for Johnny Cas Volunteer Roles/Opportunitie In which ways would you like to contri hat may apply) Project Voluntee Select all that may apply! Club Leader rnyard Bunch (Big Piney Sheep, Swine, Goat Club) Chaperone for overnight or out-of-county events Coach of a competitive 4-H team or event Short-term, activity, or specific event role ••• Johnny Cash
- Visit https://extension.catalog.instructure.com/ to create a login, then go to https://uwyo3.instructure.com/login/canvas to complete the course.
- MVR (Motor Vehicle Records)
  - Visit <u>https://www.wyoming4h.org/4hsublette/?page\_id=2097</u> to complete
    - "Supervisor/Sponsor" Johnathan Despain jdespain@uwvo.edu
    - "Additional Email Addresses to Notify" karen.allison@uwyo.edu

