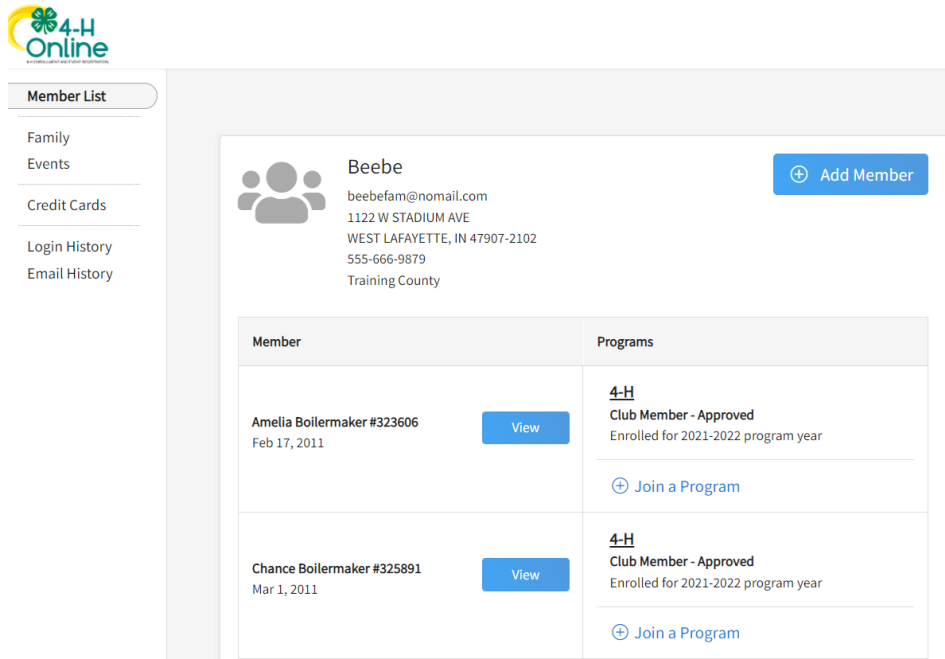




4-H Online Editing Project Instructions

1. Complete the 4-H Online login process to access your family profile and member list. Click “View” by the member you intend to edit a project.



Member List

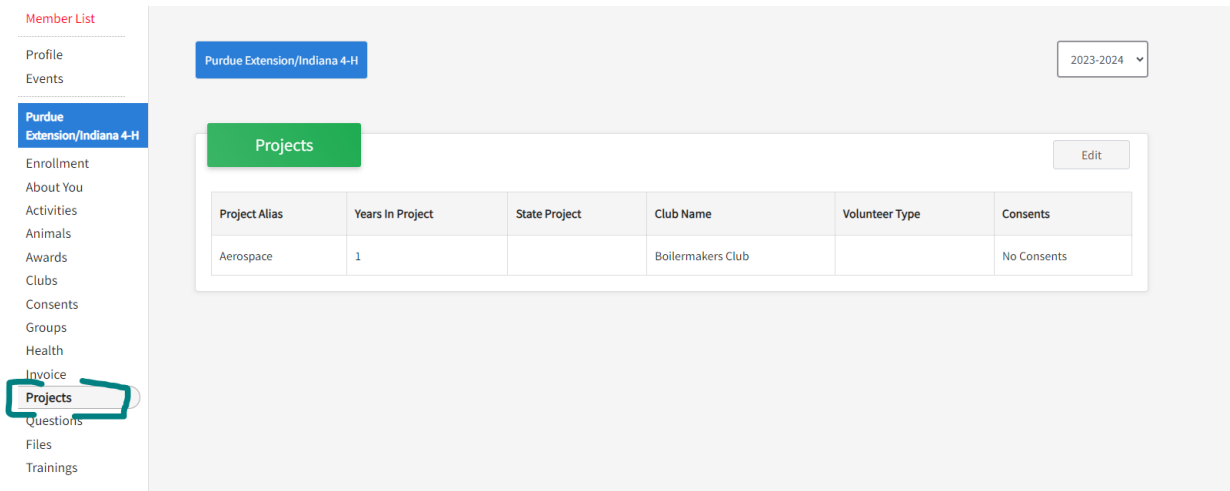
Family
Events
Credit Cards
Login History
Email History

Beebe
beebefam@nomail.com
1122 W STADIUM AVE
WEST LAFAYETTE, IN 47907-2102
555-666-9879
Training County

[+ Add Member](#)

Member	Programs
Amelia Boilermaker #323606 Feb 17, 2011 View	4-H Club Member - Approved Enrolled for 2021-2022 program year + Join a Program
Chance Boilermaker #325891 Mar 1, 2011 View	4-H Club Member - Approved Enrolled for 2021-2022 program year + Join a Program

2. Select the Projects Tab once you are in their profile.



Member List

Profile
Events
Purdue Extension/Indiana 4-H
Enrollment
About You
Activities
Animals
Awards
Clubs
Consents
Groups
Health
Invoice
Projects
Questions
Files
Trainings

Purdue Extension/Indiana 4-H 2023-2024

Projects [Edit](#)

Project Alias	Years In Project	State Project	Club Name	Volunteer Type	Consents
Aerospace	1		Boilermakers Club		No Consents

3. Click the Edit button.

Member List

- Profile
- Events
- Purdue Extension/Indiana 4-H**
- Enrollment
- About You
- Activities
- Animals
- Awards
- Clubs
- Consents
- Groups
- Health
- Invoice
- Projects**
- Questions
- Files
- Trainings

Purdue Extension/Indiana 4-H

2023-2024

Projects


Edit

Project Alias	Years In Project	State Project	Club Name	Volunteer Type	Consents
Aerospace	1		Boilermakers Club		No Consents

4. To add additional projects, hit the select projects button.

Edit Projects

×

Project Alias	Years In Project	State Project	Club	Youth Volunteer Type	Remove
Aerospace	1		Boilermakers Club		

Select Projects

Close

5. Double check the club under club for the project to be associated with that club. Scroll through the project list for the project wanted and hit the button select.

Add State Projects ×

Club

Boilermakers Club ▼

Type to Search...

Aerospace:Planets	Select
Aerospace:Stars	Select
Aerospace:Stars	Select
Animal Education	Select
Arts and Crafts	Select
ATV Safety and Operator Skills	Select
Beef	Select
Beekeeping	Select

Add Cancel

6. Once you hit select, you will adjust the years in project by clicking the drop-down button and then hitting the button add.

Add State Projects ×

Selected Project

Deselect

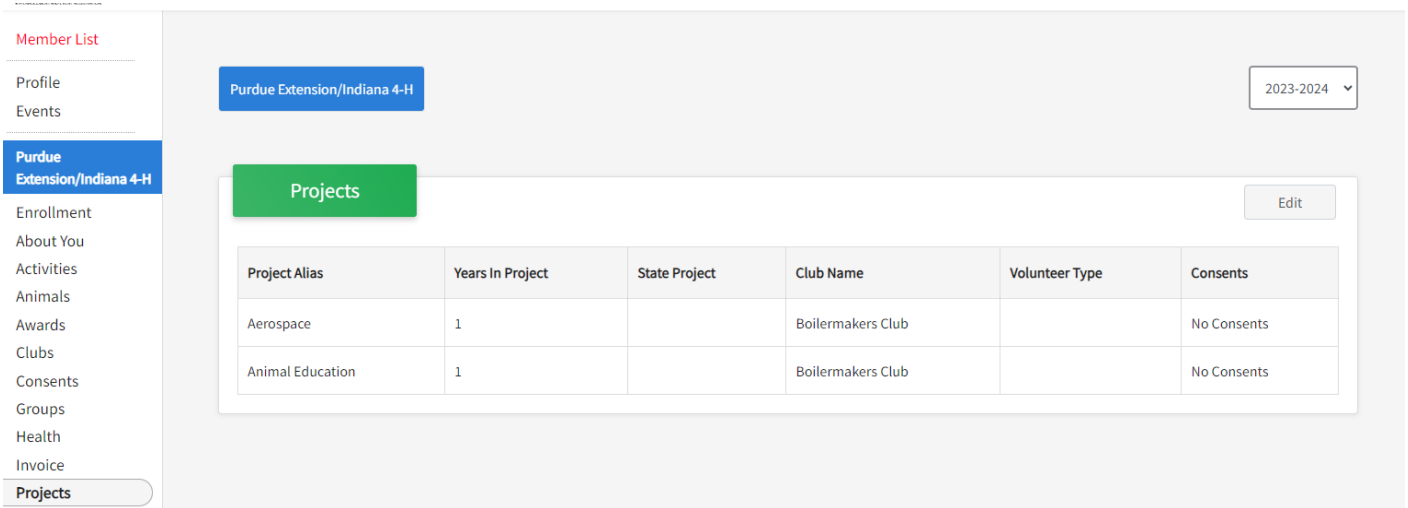
Project Alias	Animal Education
Description	

Years In Project *required*

1 ▼

Add Cancel

7. It will take you back to the project list screen and all projects signed up for will be listed on the screen.



Member List

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2023-2024

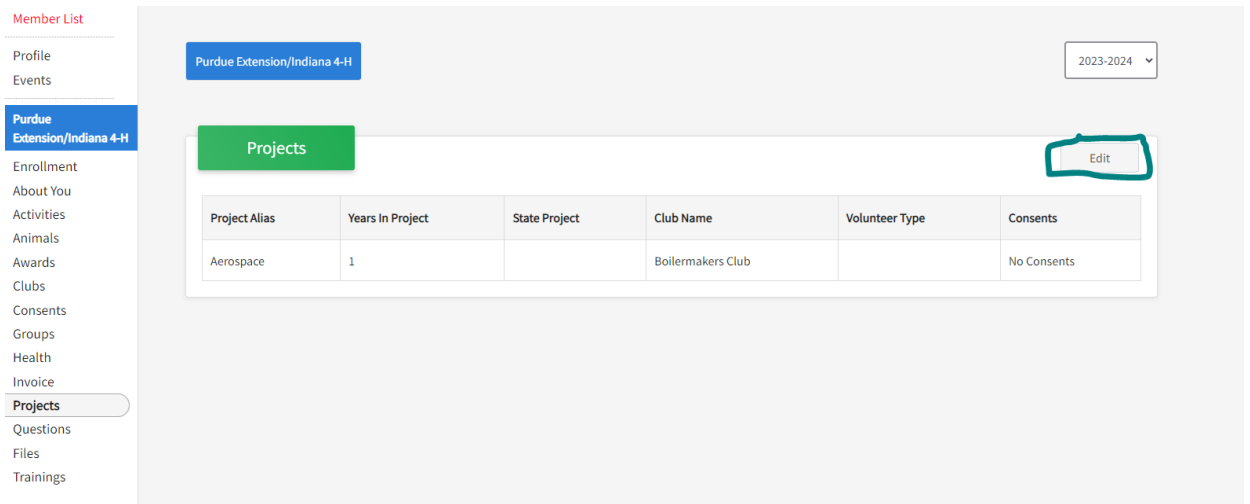
Projects

Edit

Project Alias	Years In Project	State Project	Club Name	Volunteer Type	Consents
Aerospace	1		Boilermakers Club		No Consents
Animal Education	1		Boilermakers Club		No Consents

8. To delete a project no longer want in your profile.

a. Please click the edit button on project list.



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Projects



Edit

Project Alias	Years In Project	State Project	Club Name	Volunteer Type	Consents
Aerospace	1		Boilermakers Club		No Consents

b. Then click the trash can image to remove the project from list and then the close button to exit out of changing projects.

Edit Projects

×

Project Alias	Years In Project	State Project	Club	Youth Volunteer Type	Remove
Aerospace	1		Boilermakers Club		
Animal Education	1		Boilermakers Club		

Select Projects

Close