

# Team Captain Credentials

If you were a team captain last year and would like to have access to your team roster and donor roster, there are a couple of registration options:

## Option 1: Register with previous year's username and password

Click on "Register" **1**.

Select "Yes" for a returning registrant **2**.

If you remember your username **3** and password **4** you can enter it during this step. Then click "Start Registration" **5**.

If you don't remember your username and password, enter the email used to register last year and click "Send" **6**. You will receive an email shortly with your login information.

The screenshot shows the registration process for Option 1. At the top right, there are buttons for 'REGISTER' (with a circled 1), 'DONATE', and 'Log In'. Below this is a grey header for 'Step 1: Your Account'. The main question is 'Are you a returning registrant from a previous year?' with 'Yes' (circled 2) and 'No' buttons. Below this is another identical 'Step 1: Your Account' section. Underneath, there is a 'Returning Registrants' section with two columns. The left column says 'Please enter your previous Username and Password.' and has fields for 'Username' (circled 3) and 'Password' (circled 4). The right column says 'If you do not remember your user name or password, please enter the email associated with your account to have your login information emailed to you.' and has an 'Email' field (circled 6) and a 'Send' button. At the bottom, there is a 'Start Registration' button (circled 5).

## Option 2: Register with previous year's exact name and email

If you remember the exact name and email address used to register last year, you can register again with the same information and your account will be connected.

Select "No" for a returning registrant **2**.

Select New Account **3** to begin registration.

During Step 2, select "Start a Team" **4**.

Choose your registration type and fill in account information with exact email, first name and last name from the previous year **5**. Continue with the registration process as usual.

If you have already registered using a different email and/or name than last year and you would like your account linked, please contact us by going to Technical Support under the Help tab.

The screenshot shows the registration process for Option 2. At the top, there is a grey header for 'Step 1: Your Account'. The main question is 'Are you a returning registrant from a previous year?' with 'Yes' and 'No' (circled 2) buttons. Below this is a 'New Registrants' section with the text 'Please choose a login method:'. There are three buttons: 'Log In with Facebook', 'Log In with Google+', and 'New Account' (circled 3). Below this is a text prompt: 'Have you already started your registration? In the box below, please enter the registration code that was emailed to you.' with a 'Registration Code:' field and a 'Continue' button.

The screenshot shows the registration process for Option 2, Step 2: Account Info. It starts with a back arrow and a grey header for 'Step 2: Account Info'. The main instruction is 'Please select one of the following:'. There are three radio button options: 'Start a Team' (circled 4) with a flag icon, 'Join an Existing Team' with a group icon, and 'Participate Without a Team' with a single person icon.

The screenshot shows the registration process for Option 2, the 'Registration Type' selection screen. It has a grey header for 'Registration Type'. There are two radio button options: 'Participant age 13 or over' (checked) with a sub-description 'Includes T-shirt, breakfast, all kids activities & live entertainment for \$15 thru 10/7 (\$10.00)', and 'Walk Participant - no shirt' (circled 5) with a sub-description 'Walk Participant without a shirt - free (FREE)'. Below this are three input fields: 'Email', 'First Name', and 'Last Name'.