

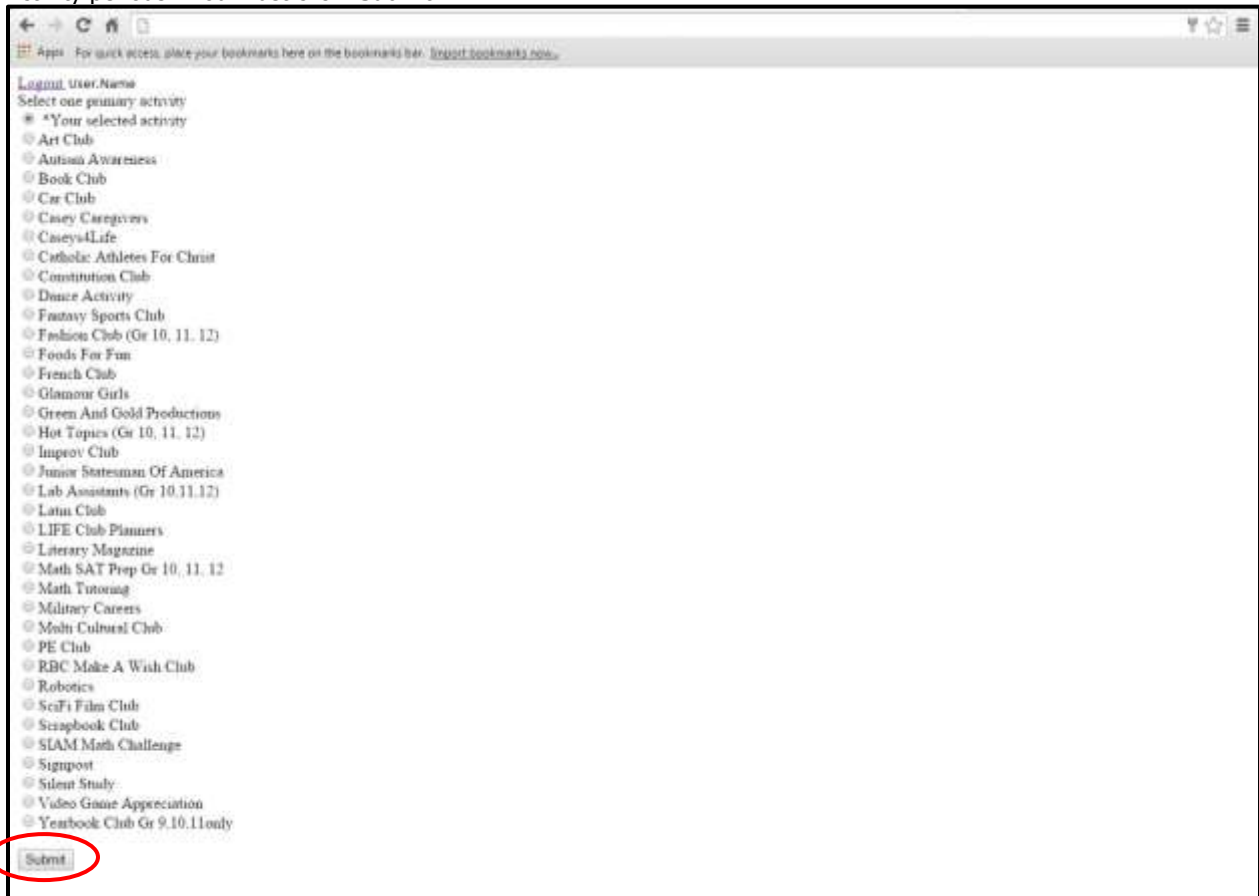
ACTIVITY REGISTRATION

1. Consult the School Calendar for dates of online registration for T Day clubs/activities. The hyperlink to the sign up page will be available by clicking the "Clubs/Activities Info & Registration" Button in the center of the RBC homepage.
2. *To use the online registration you will need your school network login and password.* If you need your network login credentials, please stop by the circulation desk in the Media Center.



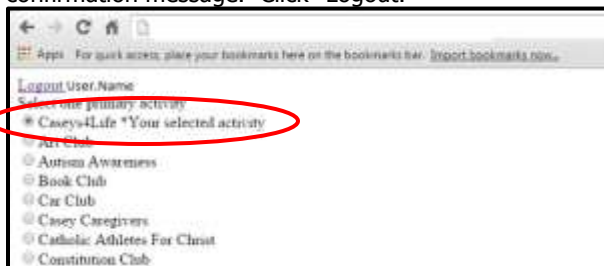
A screenshot of a web browser showing the "RBCHS Activity Sign-Up" page. The page has a navigation bar at the top with "Apps" and a note about bookmarks. Below the navigation bar, the title "RBCHS Activity Sign-Up" is displayed. There are two input fields: "Username:" and "Password:". Below the password field is a "Submit" button.

3. All students (other than officers that have been preregistered) must select a club/activity or silent study to attend during Activity periods. You must click "Submit."

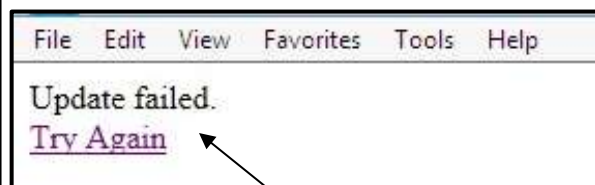


A screenshot of the RBCHS Activity Sign-Up page after a club has been selected. The page shows a list of activities with radio buttons next to each. The "Caseys4Life" activity is selected, and the text "*Your selected activity" is displayed next to it. A "Submit" button is circled in red at the bottom of the page.

4. After a club is selected it will be listed **at the top** of the Club/Activity List with "*Your selected activity." There is no flashy confirmation message. Click "Logout."



A screenshot of the RBCHS Activity Sign-Up page showing the list of activities. The "Caseys4Life *Your selected activity" is circled in red, indicating it is the selected activity.



A screenshot of an error message box. The message reads "Update failed." and includes a "Try Again" link. An arrow points to the "Try Again" link.

5. Due to the number of students using the system at the same time, you may get this error message. Click "Try Again." If you see what you selected **at the top** of the Club/Activity List with "*Your selected activity" you were still successfully registered. Click "Logout." If not, you will need to select a different activity.
6. Any student who does not sign up will be assigned to a Silent Study.