



Wahoo

SWIM SCHOOL

How to Create an Account

Step 1

Click the “Register” button located at the top of any of the Program pages.

Step 2

You will be asked to create an account. Creating an account is free. Must be 18 or older to create an account. Accounts gives you access to book your programs.

Don't have a login? [Signup](#)

Login to your account

Email

Password

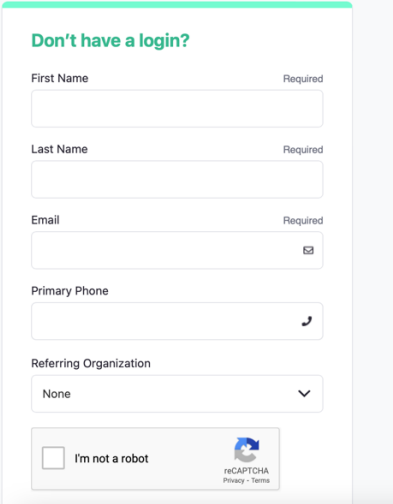
[Forgot password?](#)

Login



Step 3

Add the first and last name of the primary account holder. As well as the email and primary phone number. You will have a chance to add family members later.



The registration form includes the following fields and options:

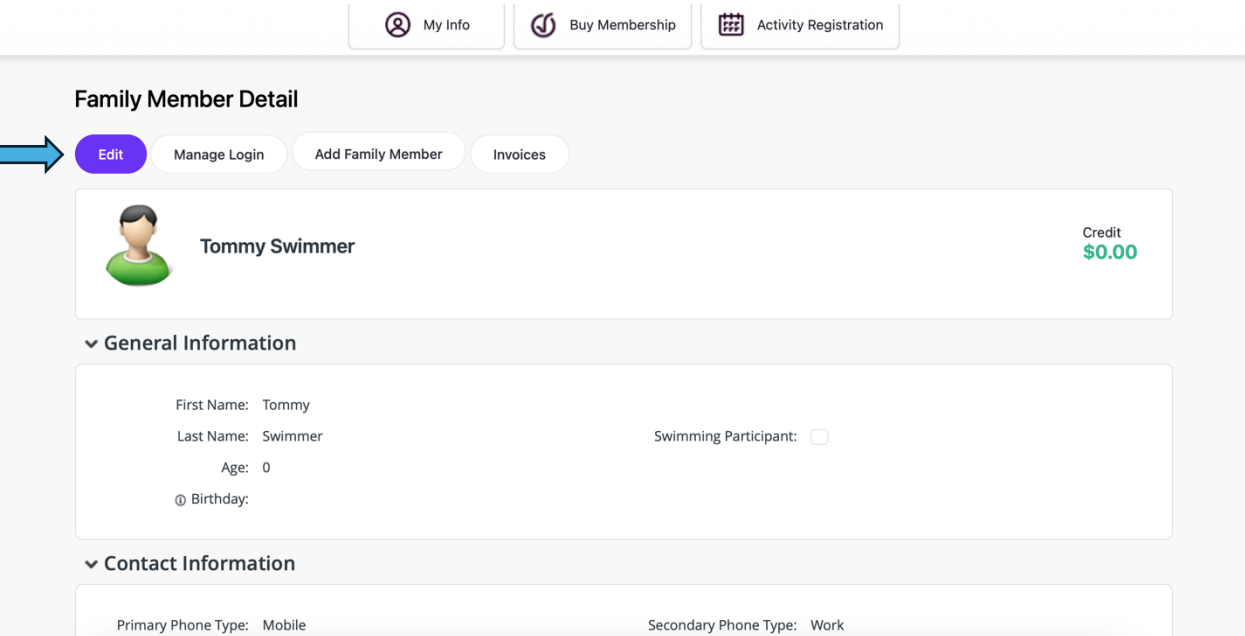
- First Name** (Required)
- Last Name** (Required)
- Email** (Required)
- Primary Phone**
- Referring Organization** (Dropdown menu, currently set to "None")
- I'm not a robot (reCAPTCHA)

Annotations with blue arrows point to the following fields:

- Primary Account Holder's First Name
- Primary Account Holder's Last Name
- Primary Account Holder's email
- Primary Account Holder's Phone Number
- If you were referred by a local organization or found us by one of our marketing events, please let us know.

Step 4

Once your account has been created you can now edit it to add your additional information.



The user profile page includes the following elements:

- Navigation tabs: My Info, Buy Membership, Activity Registration
- Family Member Detail** section with buttons: Edit, Manage Login, Add Family Member, Invoices
- User profile for **Tommy Swimmer** with a **Credit \$0.00** balance
- General Information** section:
 - First Name: Tommy
 - Last Name: Swimmer
 - Age: 0
 - Swimming Participant:
 - Birthdate:
- Contact Information** section:
 - Primary Phone Type: Mobile
 - Secondary Phone Type: Work

A blue arrow points to the **Edit** button.

This will let you edit all your personal information.



Edit Family Member

Cancel

Save

General Information

First Name

Tommy

Last Name

Swimmer

Age

0

@ Birthday



Swimming Participant



Contact Information

Primary Phone Type

Required

Mobile



Secondary Phone Type

Required

Work



Primary Phone

7808883333



Secondary Phone



Step 5

Add a mailing address. This will appear on all added family member contact information.

Contact Information

Primary Phone Type

Required

Mobile



Secondary Phone Type

Required

Work



Primary Phone

7808883333



Secondary Phone



Email

parklandp

Mailing

Street

City

State/Province

Zip/Postal Code



Cancel

Save



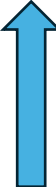
Step 6

Add a contact phone number.

Contact Information

Primary Phone Type <small>Required</small>	Secondary Phone Type <small>Required</small>	
Mobile	Work	
Primary Phone 7808883333	Secondary Phone	
Email parklandp[redacted]@m	Mailing	
	Street	
	City	
	State/Province	Zip/Postal Code

Cancel Save




Step 7

Optional: Add a photo.


Edit Family Member

Cancel Save

General Information

First Name Tommy	
Last Name Swimmer	Swimming Participant
Age 0	<input type="checkbox"/>
📅 Birthday	

Contact Information



Step 8

If you will be participating in a program for yourself, please click the “swimming participation” button.

Edit Family Member

Cancel Save

General Information

First Name
Tommy

Last Name
Swimmer

Age
0

Ⓞ Birthday

Swimming Participation

Swimming Participant

Contact Information

Step 9

Update your birthday, gender and shirt size. This allows you to see programs appropriate for your age.

Ⓞ Gender
--None--

Age
0

Ⓞ Birthday
January DD YYYY

Shirt Size
--None--

Step 10

When complete. Hit the save button.

Edit Family Member

Cancel Save

General Information

First Name
Tommy

Last Name

