

Go to: <https://california.4honline.com>



Click on “I need to set up a profile”  
Make sure it says San Diego County  
Enter your email address  
Confirm your email address  
Type in your last name  
Type in a password for your family to use  
Confirm this password  
Role: Family  
Click on “Create Login”

### Personal Information

Make sure the following boxes are filled in: email, last name, address, city, state, zip, phone, county.....then click on “continue”

### Member List

From the “Add a New Family Member” dropdown, select youth or adult  
Fill in as much profile information as possible  
Is this person a Volunteer? Yes or No  
Click on the appropriate buttons for: gender, ethnicity, residence, Military service, school grade  
Click “continue”  
Fill in name and type of school  
Choose the Newsletter preference  
Click the box for enrollment confirmation  
Click the box for Waiver of Liability  
Click on the red sentence to download and print the medical Release Form-give this to the Community Club Leader  
Adult Volunteers click on the red sentence to download and print the Self Disclosure Form-answer the yes or no questions, initial #9, mail to County office or give to Community Club Leader  
Click on “Continue”

### Participation

Highlight your club from the dropdown menu  
Select Volunteer Type if applicable  
Click on “Add a Club”  
If you are participating in a project from another club, repeat these steps to add the crossover club  
Click on the Projects tab  
(the projects offered by your club will download-this could take a few moments)  
Select the club, select the project, select years you have been involved with this project and volunteer type if applicable  
Click on “Add Project”  
Repeat these steps for each project you are enrolling in  
Click on “Continue”

This will take you back to the Member List page where you may add another family member  
When you have finished adding members, log off