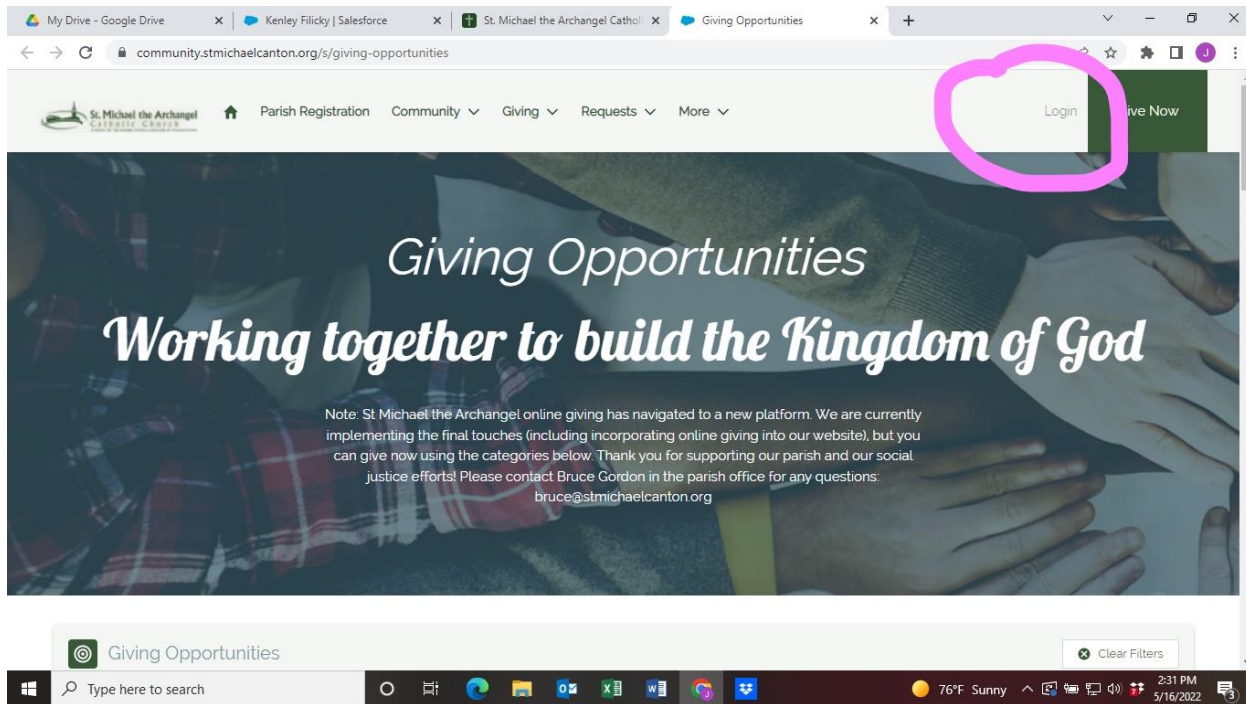


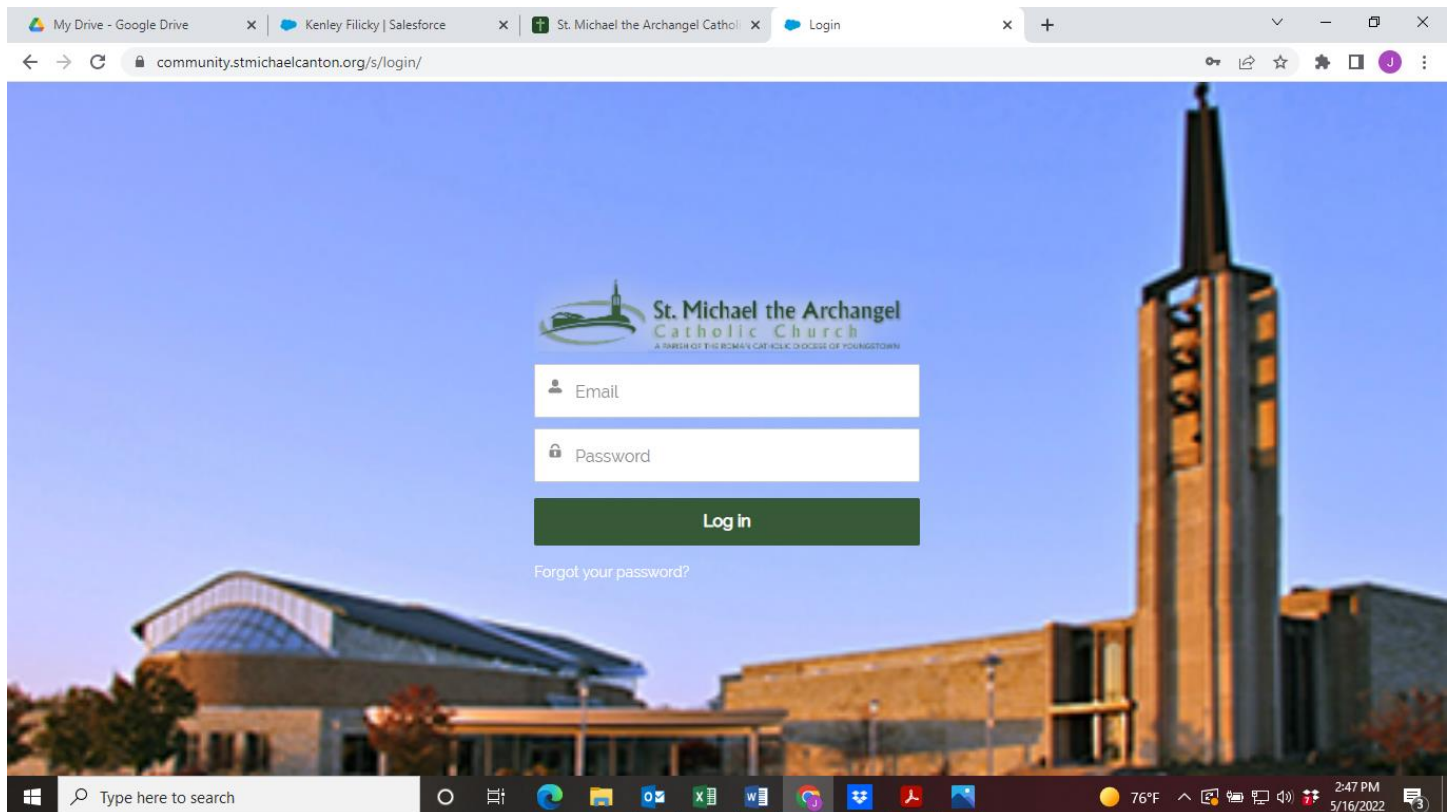
Step 1—Go to <https://community.stmichaelcanton.org/s/> and click on login

Screen 1 looks like this:



Screen 2 is the login page

Your email is your login name—if you have not set up a password contact [bruce@stmichaelcanton.org](mailto:bruce@stmichaelcanton.org) for assistance



## Step 5: Select FGF Summer 2022 in the Term drop down menu

The screenshot shows the 'Class Registration' page on the website community.stmichaelcanton.org/s/class-list. The page features a search bar, a 'Filter by Class Type' dropdown, and a term dropdown menu. The term dropdown menu is open, showing 'Fall Sports 2022' (checked) and 'FGF Summer 2022'. A pink arrow points to 'FGF Summer 2022'. Below the dropdown, three class cards are visible: 'Cheerleading 3 & 4 Grade' (\$30.00), 'Cheerleading 5 & 6 Grade' (\$40.00), and 'Cheerleading 7th and 8th Grade' (\$40.00). Each card has a plus sign icon and the text 'Online'.

## Step 6: Select VBS and hit the plus sign to add your student—PLEASE FILL IN ALL OF THE INFORMATION!!

The screenshot shows the 'Class Registration' page with the term dropdown menu set to 'FGF Summer 2022'. The 'Vacation Bible School' class card is highlighted. The card displays 'Faith Formation VBS', the dates 'May 15, 2022 - Jul 31, 2022', and the price '\$15.00'. A pink arrow points to the plus sign icon next to the class time 'Monday, Tuesday, Wednesday & Thursday Weekly 9:00 AM - 11:30 AM'.

# Complete the registration form and payment and you are done!!

The screenshot shows a web browser window with the URL [community.stmichaeltcanton.org/s/class-list](http://community.stmichaeltcanton.org/s/class-list). The page is titled "Class Registration" and is for "Vacation Bible School". The form includes a "Student" dropdown menu set to "New Student", a "Student Notes" text area, and a section for "Inform us of any special needs". Below this is a table showing the cost of the class:

Vacation Bible School	\$15.00
<b>Total</b>	<b>\$15.00</b>

At the bottom of the form, there is an "Add Attachment" section with "Upload Files" and "Or drop files" options. Two buttons, "Checkout" and "Add to Cart", are located at the bottom right of the form. The background of the page shows a sidebar with "Vacation Bible School" details, including dates (May 15, 2022 - Jul 31, 2022) and times (Monday, Tuesday, Wednesday & Thursday, 9:00 AM - 11:30 AM). The Windows taskbar at the bottom shows the date and time as 2:35 PM on 5/16/2022, with a temperature of 76°F and a sunny weather forecast.