

Create an Account

1. Go to <https://newpraguegym.org/team>
2. Click the Big Red Button
 - a. This will take you to our ENGAGE HOMEPAGE
3. Click on the ENGAGE LOGIN button in the upper right hand corner of the screen
4. Choose 'Create an ENGAGE Account'
 - a. Fill out the New User Account Info and click the Green Button
 - b. This will bring you back to the homepage logged in

Membership Registration

1. Make sure you are logged in.
2. Click on the Team Membership Button on the Homepage.
3. If this is your first time click the green Add Athlete button
4. Click the Green Addition button
5. Search for your athlete and add them to your account by clicking the Blue Button to the right of their name.
6. Once attached to your account (like Mickey Mouse above). Go back to the homepage then click Team Membership once again.
7. You can now Select your athlete and go through the remainder of the Registration Process.

Add Payment Method/Payment options

1. Click Add Method next to the Payment dropdown menu
2. Choose to add either a Credit Card or Bank Account and fill in the details.
3. Now you can choose that payment method in the above dropdown method.
4. Make sure you picked the correct 'Team' Payment
5. Make sure you picked the correct Pay Schedule
 - a. Single Payment or Monthly. *No matter what the above line says.*

Finish Registration

1. Click 'Register for this Competition Team'
2. Click 'View Cart'
3. ENSURE ALL DETAILS ARE CORRECT
4. Continue to Checkout
5. Look over Step 1-5
6. Validate Gym Waiver and answer any survey questions if necessary.
7. Add any Promotional Codes if applicable.
8. If everything looks good click the "Process Checkout" Button
9. You are Registered!