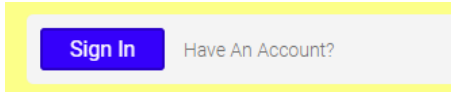


## Did you participate in 2017? You've already got an account.

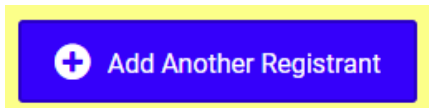
1. Go to **buddywalkwichita.org**
2. Click **'Sign up to participate.'**
3. The screen will take you directly to the sign up. Select **sign up**.
4. A yellow screen will come up with the DSSW logo at the top will appear. Select the **'Sign In'** button. If you don't remember your sign in information, select 'forgot password' to reset.



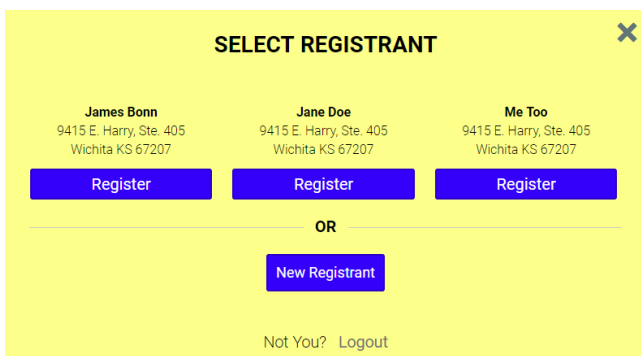
5. Once signed in, a yellow pop-up box will appear with your registrants from last year. Select the first individual you wish to register. We recommend registering the team captain first. All information will automatically populate in the registrant. If you need to update location information, select the small round grey button.



6. Select the category of participant:
  - a. **Buddy Walk – individual with Down syndrome** – only for use of individuals with Down syndrome, please.
  - b. **Buddy Walk – child (0-3)** – no shirt is included with this registration
  - c. **Buddy Walk – child (4-12)**
  - d. **Buddy Walk – Adult (13 and over)** – please use for anybody age 13 and over, except individuals with Down syndrome.
7. If you have multiple people to register, select 'add another registrant' and repeat steps 5 and 6.



If your registrant is not in the list in the pop-up, select New registrant and enter their information.



8. After all registrants have been entered, read and confirm the photo and marketing waiver listed.
9. Select continue
10. A new screen will appear. Select the t-shirt size for the registrant listed at the top and complete the questions. This screen will appear for each person you are registering. After all have been entered, select continue.

11. The next screen allows you to activate your regular team, or create a new one. If you activate your old team, all of your old team members will automatically be notified that your team is active!
  - a. To **activate your team**, select **'Yes, bring back my buddy walk team!'**
    - i. Go ahead and complete your information within your personal message, your fundraising goal and all here. You can also do this later.
  - b. To **start a new team**, select **'No, I do not want to bring back my buddy walk team'** and either select **the New Buddy Walk team**
  - c. To register as an individual, select **'No, I do not want to bring back my buddy walk team.'**
  - d. On the bottom box, if you would like to **make a donation** to your team aside from your registration, this is where you enter it.
12. The next screen says **'Additional T-Shirt.'** This is only if you wish to purchase additional t-shirts with your registration. If not, select **continue**.
13. The final screen allows you to review everything in your account. If all is well, click **'Complete registration'** to make payment and finish.