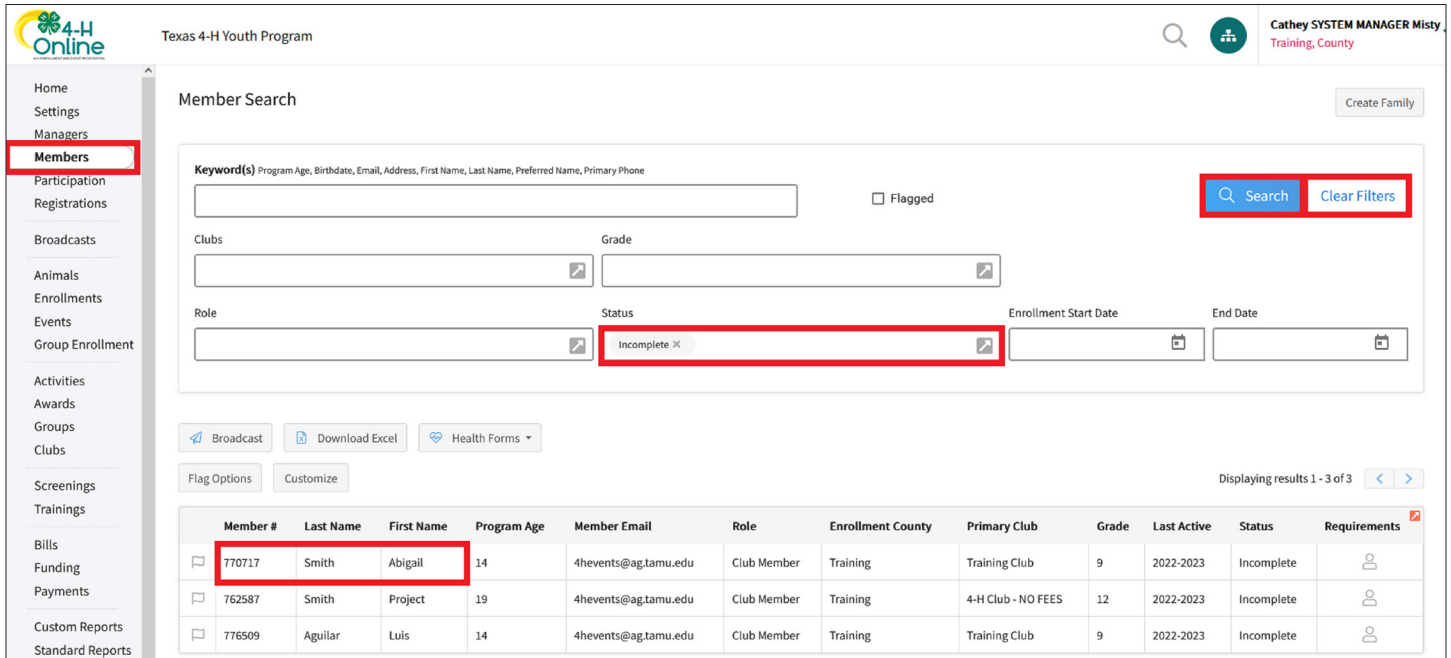


- Click the Members link in the navigation pane.
- Click the Clear Filters link in the search area.
- Change the Status area to Incomplete.
- Click the blue Search button.
- Click the member's name at the bottom in the search results.



Member Search

Keyword(s) Program Age, Birthdate, Email, Address, First Name, Last Name, Preferred Name, Primary Phone Flagged

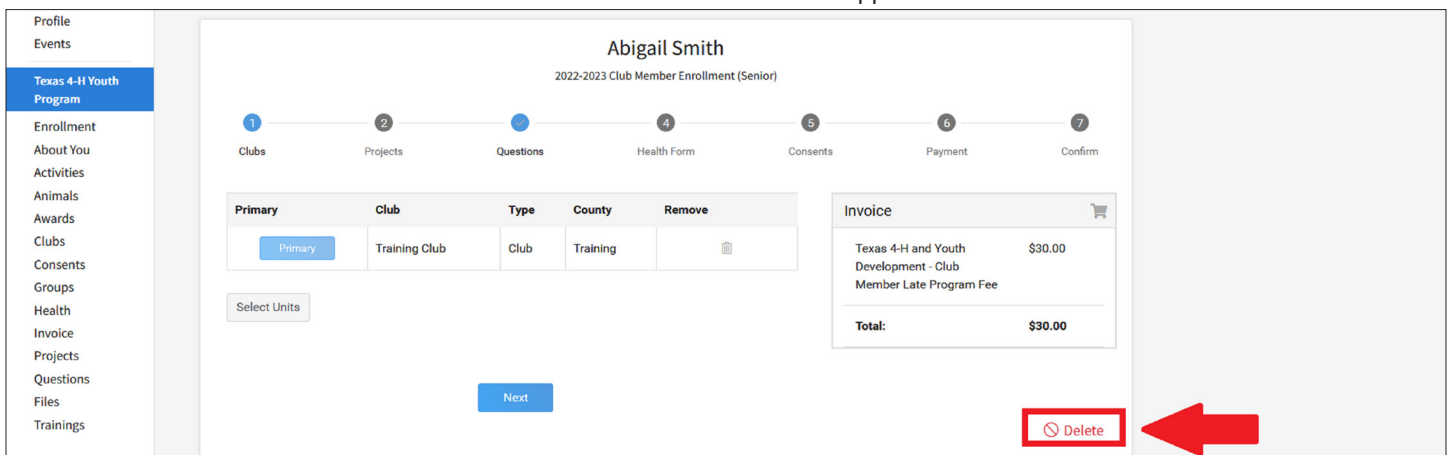
Clubs Grade

Role Status Enrollment Start Date End Date

Flag Options Displaying results 1 - 3 of 3

Member #	Last Name	First Name	Program Age	Member Email	Role	Enrollment County	Primary Club	Grade	Last Active	Status	Requirements
<input type="checkbox"/> 770717	Smith	Abigail	14	4hevents@ag.tamu.edu	Club Member	Training	Training Club	9	2022-2023	Incomplete	
<input type="checkbox"/> 762587	Smith	Project	19	4hevents@ag.tamu.edu	Club Member	Training	4-H Club - NO FEES	12	2022-2023	Incomplete	
<input type="checkbox"/> 776509	Aguilar	Luis	14	4hevents@ag.tamu.edu	Club Member	Training	Training Club	9	2022-2023	Incomplete	

- Click red Delete link at the bottom of the screen. If the Delete link does not appear then the enrollment cannot be removed.



Abigail Smith
2022-2023 Club Member Enrollment (Senior)

1 Clubs 2 Projects 3 Questions 4 Health Form 5 Consents 6 Payment 7 Confirm

Primary	Club	Type	County	Remove
<input type="button" value="Primary"/>	Training Club	Club	Training	

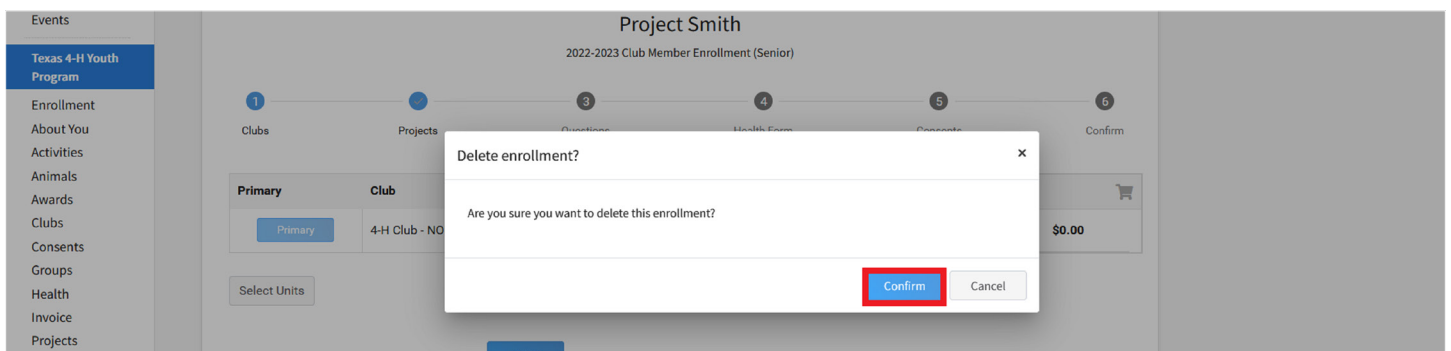
Select Units

Invoice

Texas 4-H and Youth Development - Club Member Late Program Fee	\$30.00
Total:	\$30.00

THE DELETE BUTTON WILL ONLY REMOVE THE CURRENT YEAR ENROLLMENT A MEMBER RECORD REMAIN IN THE SYSTEM AFTER CREATION EVEN IF DELETED

- Click the blue Confirm button to confirm the deletion.



Project Smith
2022-2023 Club Member Enrollment (Senior)

1 Clubs 2 Projects 3 Questions 4 Health Form 5 Consents 6 Confirm

Primary	Club
<input type="button" value="Primary"/>	4-H Club - NO

Select Units

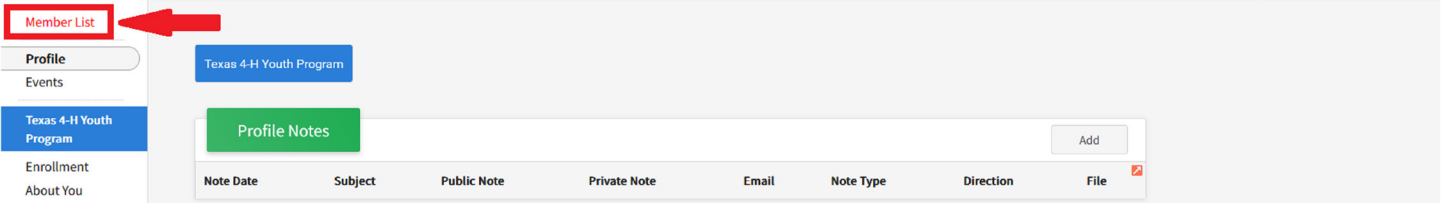
Delete enrollment?

Are you sure you want to delete this enrollment?

HOW A DELETED ENROLLMENT RECORD APPEARS ON THE FAMILY'S MEMBER LIST SCREEN

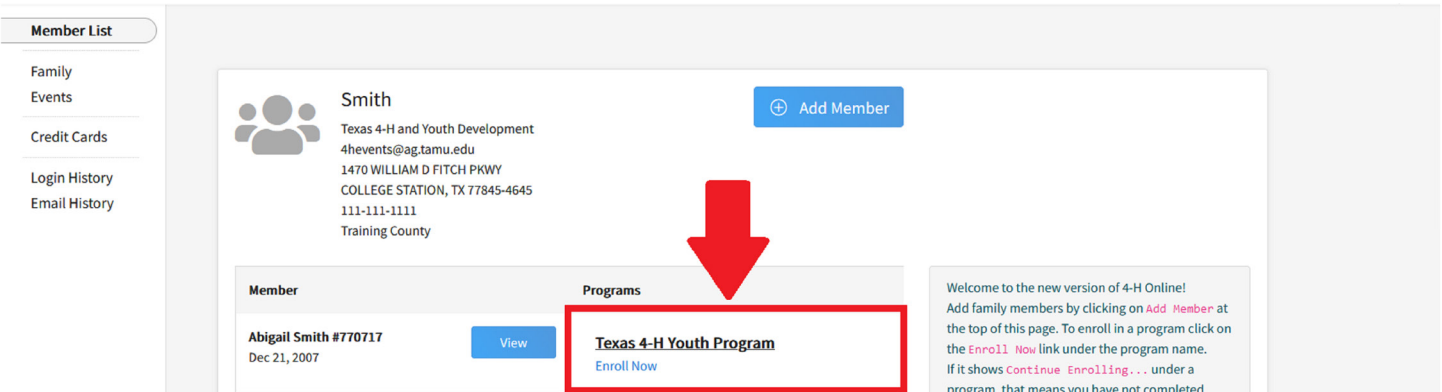
A MEMBER RECORD REMAIN IN THE SYSTEM AFTER CREATION EVEN IF DELETED

- Click the Member List link in the navigation menu.



The screenshot shows the navigation menu on the left side of the page. The 'Member List' link is highlighted with a red rectangular box, and a red arrow points to it from the left. Other menu items include Profile, Events, Texas 4-H Youth Program, Enrollment, and About You.

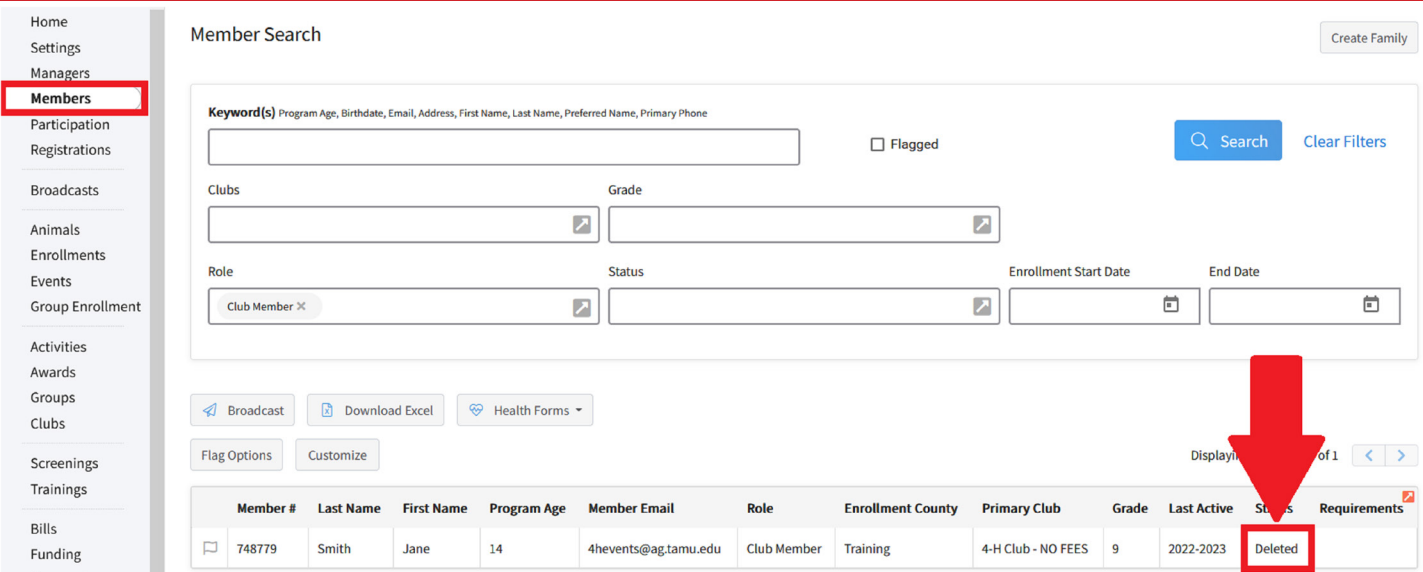
- Confirm that the words Enroll Now appear in the member's record area.



The screenshot shows a family member's record for 'Smith'. The 'Programs' section is highlighted with a red box, and a red arrow points to the 'Enroll Now' link under the 'Texas 4-H Youth Program' entry. The member's details include contact information and address.

HOW A DELETED ENROLLMENT RECORD APPEARS ON THE MEMBER SEARCH SCREEN

A MEMBER RECORD IS LABELED AS DELETED IF THE CURRENT YEAR WAS REMOVED



The screenshot shows the Member Search interface. The 'Members' link in the left navigation menu is highlighted with a red box. The search results table at the bottom has a red box around the 'Deleted' status in the 'Status' column for the member with ID 748779. A red arrow points to this status.

Member #	Last Name	First Name	Program Age	Member Email	Role	Enrollment County	Primary Club	Grade	Last Active	Status	Requirements
748779	Smith	Jane	14	4hevents@ag.tamu.edu	Club Member	Training	4-H Club - NO FEES	9	2022-2023	Deleted	

CLICK TO ENROLL NOW FROM THE MEMBER LIST SCREEN TO START THE ENROLLMENT AGAIN