

## How to Register. Become a Participant in our Cause.

Please contact [apraxiawalk@apraxia-kids.org](mailto:apraxiawalk@apraxia-kids.org) with any questions.

### Step 1: Have you walked with us before?

If you participated in a Walk for Apraxia event before, or if you receive Apraxia Kids communications, you already have an account with us. We encourage you to log in to your account.



**Have you walked with us before?**  
If you are unsure, click Yes and then use the "Email me my login information" link.

Yes No

Please login with your username and password. If you received email alerting you about a Walk for Apraxia your username was included in the email.



Returning Participant or User Login

Log In

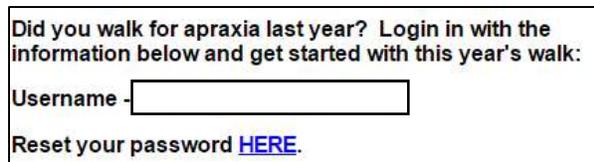
\* User Name:

\* Password:

Log In

[Email me my login information](#)

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Did you walk for apraxia last year? Login in with the information below and get started with this year's walk:

Username -

Reset your password [HERE](#).

If you don't remember your username, you can select your login information be emailed to you. You can reset your password by following the link in the email.

### Step 2: How do you want to register?

Once you login or choose "No", you have four registration options:

**Create a Team** Choose "Create a Team" if you would like to form a team for Walk day to raise funds together.

**Join a Team** Choose "Join a Team" if you are part of a team that has already been created. You will have a chance to search for the team name on the next page. \*

**Register with no Team Affiliation** Choose "Register with no Team Affiliation" if you are walking independently or if you do not know your team name. \*

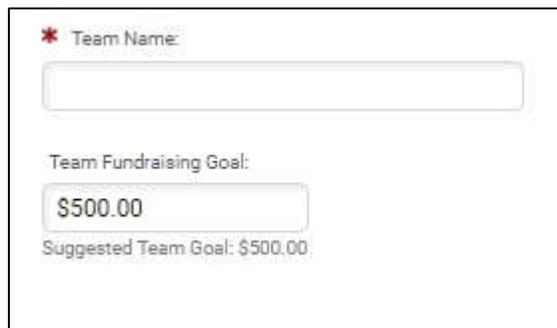
**\*If you do not know your team name at the time of registration or find a team to join after registering, email [apraxiawalk@apraxia-kids.org](mailto:apraxiawalk@apraxia-kids.org) with your name and your team name, and we will change your affiliation for you.**

**Offline Registration Form** Choose "Offline Registration Form" if you would like to pay by check or if you have team members who would like to sign up offline. Form must be received by t-shirt deadline to be guaranteed shirt.

### What is a Walk Team?

A Walk team includes anyone and everyone who wants to join in the effort to raise money for apraxia programs and research. Family members, friends, neighbors, coworkers, children and adults create walk teams. Walk teams and their fundraising efforts drive the success of a walk. More team walkers means an increased awareness of apraxia. You can either start a team or join a team.

- If you select *Register with no Team Affiliation* you can skip to Step 3.
- If you select *Create a Team* you will be prompted to name your team and select a fundraising goal.



\* Team Name:

Team Fundraising Goal:

Suggested Team Goal: \$500.00

### A Note about Goals:

If you form a team you are asked to set 2 goals. The first is a team goal. The entire team's totals contribute to this goal. Registration fees and donations contribute to a team goal. Each individual is asked to set a goal as well. Their individual goal can be less than, equal to or greater than the team goal. The system sets a default goal for you of \$500 for the team and \$250 for individuals. There are no consequences for not reaching the goal. You are not held accountable to it in any way if you choose not to work towards it.

- If this is a returning event that you participated in previously, AND you want to reactivate your team from last year you will see the following:

**Returning users, log in first!**

Note: To reactivate your team from last year, you must be [signed in](#).

**Please Note:** ONLY the team leader from the previous year's team can reactivate the team. If you are unsure of who the team leader was or need assistance please contact [apraxiawalk@apraxia-kids.org](mailto:apraxiawalk@apraxia-kids.org)

- If you select *Join a Team* you will be able to search for a team or look at all teams to join one.

\* Team Name:

When hitting *Show All Teams* you can join a team currently registered or choose to bring a team back from previous years (if the event took place last year and you are the team leader of the previous year's team).

### Step 3: Choose Registration Type

After identifying if you want to be affiliated with a team or not you'll be asked to choose a registration type for the first person you are registering. If you are creating a team, the first person that you enter will be listed as the team captain.

Adults are all participants over the age of 18. There is a student Walker option for college students. Children are under 18. Regardless of who you register first you will be able to add additional participants before proceeding to pay.

**Participation Options**

\* Indicates Required

\* Select a Participation Type

**Student Walker** - \$15.00  
Student Walker

**Adult Walker** - \$20.00  
Participation Age 18 or Older

**Child Walker** - \$10.00  
Under 18

Enter any applicable discount codes:

Enter discount code:

**Early Bird Discount!**

If you are registering for the Walk more than 10 weeks before the event you can save 25% off by entering “**earlybird**” in the discount code field. You must enter this code for EVERY participant you register as it doesn’t apply to the whole transaction, just for each participant.

Enter your individual fundraising goal (this is a goal for the first person you are registering, it is different than the team goal you entered earlier if starting a team).

**\*Your Fundraising Goal:**

  
Suggested Goal: \$250.00

If you’d like to make an additional gift enter that before proceeding:

Would you like to make an additional gift?

Additional Gift:

  
 Yes, make this an anonymous gift.  
 Yes, you can display the amount of my donation publicly.

#### Step 4: Provide Details

If you are a returning participant (returning user) your information will fill in many of the fields on this page.

If you are a new user (first time participant) you will be asked to create a username and password as part of this step.

**Participant Center Access Information**

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**\*User Name:**

  
5 to 60 characters

**\*Password:**

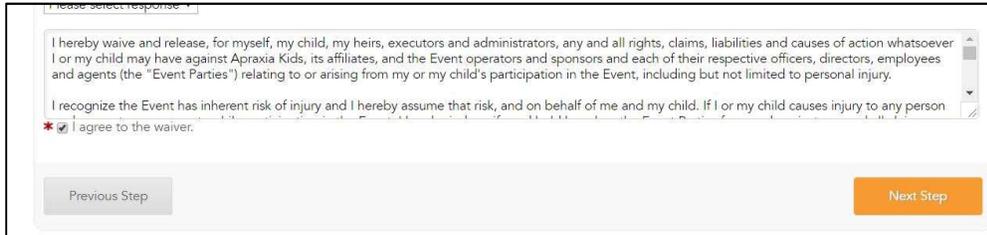
  
5 to 20 characters

**\*Repeat Password:**

Before proceeding you’ll be asked a few survey questions including to select your t-shirt size if registering before the pre-registration t-shirt deadline. The smallest size shirt available for an adult

registrant is Adult Small and goes up to size 4XL. You can change your t-shirt size after registering should you need to when logged into the participant center.

You will be asked to agree to the waiver for participation before proceeding.

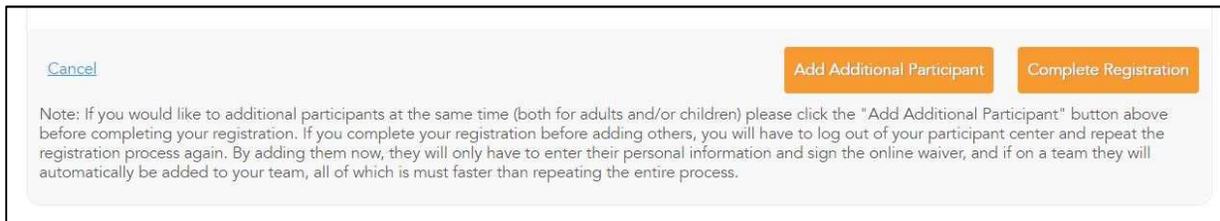


A screenshot of a web form for a waiver agreement. At the top, it says "Please select response". Below that is a text area containing the waiver text: "I hereby waive and release, for myself, my child, my heirs, executors and administrators, any and all rights, claims, liabilities and causes of action whatsoever I or my child may have against Apraxia Kids, its affiliates, and the Event operators and sponsors and each of their respective officers, directors, employees and agents (the 'Event Parties') relating to or arising from my or my child's participation in the Event, including but not limited to personal injury." Below the text area is a checkbox labeled "I agree to the waiver." which is checked. At the bottom of the form are two buttons: "Previous Step" (disabled) and "Next Step" (active).

You can then proceed to the next step.

### Step 5: Registration Summary

You will be able to review your information before proceeding to make a payment. At this time you'll be able to register additional people before checking out.



A screenshot of a registration summary screen. At the top left is a "Cancel" link. At the top right are two orange buttons: "Add Additional Participant" and "Complete Registration". Below the buttons is a note: "Note: If you would like to add additional participants at the same time (both for adults and/or children) please click the 'Add Additional Participant' button above before completing your registration. If you complete your registration before adding others, you will have to log out of your participant center and repeat the registration process again. By adding them now, they will only have to enter their personal information and sign the online waiver, and if on a team they will automatically be added to your team, all of which is much faster than repeating the entire process."

### Step 6: Payment Information

When all participants in the transaction have been added, you will be prompted to enter billing information.

After entering your payment information and hitting the *Process Payment* button you'll complete registration.

**Thank you for joining us in the Walk for Apraxia program! Your contribution goes a long way in assuring that every child has a voice!**

*As a registered participant we encourage you to take advantage of the tools and resources available to you to help fundraise for our cause. We encourage you to view the tools available within your Participant Center upon completing registration.*