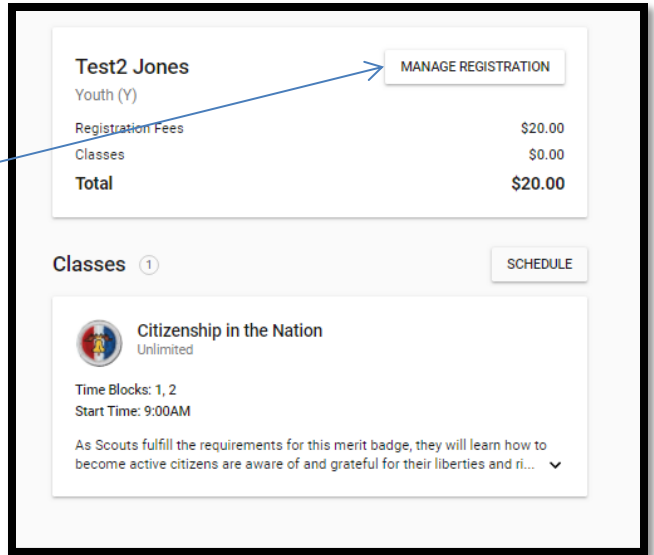


TO MAKE A CHANGE TO A PARTICIPANT'S REGISTRATION

Login

Click on the event box.

Under Participants, click on the scout that you want to change. Then click on **MANAGE REGISTRATION**



You can Edit Registration or Cancel Registration.

Click on Edit Registration.

Then make the changes, and make sure you click on **CHECKOUT** and **PLACE ORDER** to process the changes. You should see "Order Submitted"

