



WISCONSIN
ASSOCIATION OF FFA

FALL LEADERSHIP WORKSHOP REGISTRATION GUIDE

Have a smooth and successful chapter registration with this Registration Guide for the Fall Leadership Workshop. Please use www.wisconsinaged.org for event registration.

1 SIGN IN TO WEBSITE

Click the “Sign In” button in the top right-hand corner of the website.

The image shows a screenshot of the Wisconsin FFA website. At the top left is the Wisconsin FFA logo. To its right is the text 'WISCONSIN AGRICULTURAL EDUCATION'. Further right is a search icon and a red arrow pointing to a 'SIGN IN' button. To the right of 'SIGN IN' are 'CONTACT US' and 'DONATE' buttons. Below the header is a navigation bar with links for 'TEAM AG ED', 'FFA', 'WAAE', 'ALUMNI & SUPPORTERS', and 'FOUNDATION'. Below the navigation bar is a large banner with a colorful background. The banner features the text 'ALL IN' in large, bold, white letters, flanked by the Olympic rings logo. Below the banner is the text '2024 WISCONSIN ASSOCIATION OF FFA FALL LEADERSHIP WORKSHOPS' and a button that says 'Click for More Information'.

2 ENTER LOGIN CREDENTIALS

OPTION 1: Enter the login credentials that was sent to your email address. Please check your spam folder if the passcode was not in your inbox.

OPTION 2: Enter in your email address and click “Forgot Password”.



WISCONSIN AG ED ONLINE - LOGIN

Credential Log In

Please enter your Wisconsin Ag Ed Online credentials below.

Email:

Password:

[Login](#)

[Forgot Password?](#)

One-Time Passcode Login

One Time Passcode:

[Login](#)

3 CLICK EVENT REGISTRATION

Under the “Home” header, click “Event Registration”.



[Return to Admin Home](#)

DASHBOARD

- Home
- Account Settings
- Account Balance
State Balance: \$0.00
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- Go to My FFA.org Account

Home

Welcome to Wisconsin Agricultural Education Online!

Account Settings

→

Event Registration

Go To My FFA.org Account

Questions? [Contact](#) Wisconsin Agricultural Education.

4 SELECT AN EVENT

Click on the event name you would like to register for. PLEASE MAKE SURE TO DOUBLE CHECK WHICH EVENT YOU HAVE SELECTED.

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WISCONSIN AG ED ONLINE

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DASHBOARD Event Registration Upcoming Events Past Events

Home
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Upcoming Events

Event Name	Open Date	Close Date	Information
Section 7: Fall Leadership Workshop- Sept 18 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/13/2023 7:00:00 PM	
Section 2: Fall Leadership Workshop- Sept 20 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/13/2023 7:00:00 PM	
Section 3: Fall Leadership Workshop- Sept 19 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/13/2023 7:00:00 PM	
Section 1: Fall Leadership Workshop- Sept 21 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/13/2023 7:00:00 PM	
Section 6: Fall Leadership Workshop- Sept 27 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/20/2023 7:00:00 PM	
Section 9: Fall Leadership Workshop- Sept 26 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/20/2023 7:00:00 PM	
Section 8: Fall Leadership Workshop- Sept 25 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/20/2023 7:00:00 PM	
Section 4: Fall Leadership Workshop- Oct 2 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/27/2023 7:00:00 PM	
Section 5: Fall Leadership Workshop- Oct 4 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/27/2023 7:00:00 PM	
Section 10: Fall Leadership Workshop- Oct 5 <small>Opens on: 9/6/2023 12:00 PM</small>	9/6/2023 12:00:00 PM	9/27/2023 7:00:00 PM	

5 EDIT EACH LINE ITEM

Click “Edit” on the right-side of the screen to enter in the number of Chapter Officers, High School Members (NOT INCLUDING CHAPTER OFFICERS), and Middle School Members. Please register the appropriate amount of advisors and chaperones.

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DASHBOARD Section 1: Fall Leadership Workshop- Sept 21

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Event Registration
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Name	Price	Openings	Quantity	Sub Total	
Number of Chapter Officers	\$0.00	No Max	0	\$0.00	Edit
Number of High School Members (NOT INCLUDING CHAPTER OFFICERS)	\$0.00	No Max	0	\$0.00	Edit
Number of Middle School Members	\$0.00	No Max	0	\$0.00	Edit
Advisor's Attending	\$0.00	No Max	0	\$0.00	Edit
Other Chaperones/Guests	\$0.00	No Max	0	\$0.00	Edit
			TOTAL	\$0.00	

Submit Registration

CHAPTER OFFICERS: Only need to enter the total number of chapter officers. REMEMBER TO CLICK “Save Changes” and then return “Back to Main Event Registration”.



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Event Registration

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Section 1: Fall Leadership Workshop- Sept 21


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Number of Chapter Officers

 Quantity

Save Changes

HIGH SCHOOL MEMBERS (NOT INCLUDING CHAPTER OFFICERS): Enter the number of high school members that are not chapter officers attending. REMEMBER TO CLICK “Save Changes” and then return “Back to Main Event Registration”.



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Number of High School Members (NOT INCLUDING CHAPTER OFFICERS)

 Quantity

Save Changes

MIDDLE SCHOOL MEMBERS: Enter the number of middle school members attending. REMEMBER TO CLICK “Save Changes” and then return “Back to Main Event Registration”.

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ADVISORS ATTENDING: Select from the drop-down which advisors will be attending. Select one advisor at a time and click “Register”. Repeat for as many advisors attending and then return “Back to Main Event Registration”. Once registered, the advisor’s name will be listed under “Registered”. To delete an advisor that is registered, click the red “X” next to their name. **NOTE:** Advisor information is being pulled from your National FFA Membership Roster. If you do not see an advisor name, please register as a guest/chaperone or update the National FFA Roster with correct advisor information.

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CHAPERONES/GUESTS ATTENDING: Enter in all requested information and click “Register.” Repeat for as many chaperones/guests attending and then return “Back to Main Event Registration”. Once a chaperone/guest is registered, their name will appear under “Registered”. To delete a chaperone/guest that is registered, click the red “X” next to their name.



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Section 1: Fall Leadership Workshop- Sept 21

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Other Chaperones/Guests

Registered

No people are registered for this item.

Complete To Register

Please enter legal name as it appears on the individual's ID

First Name:

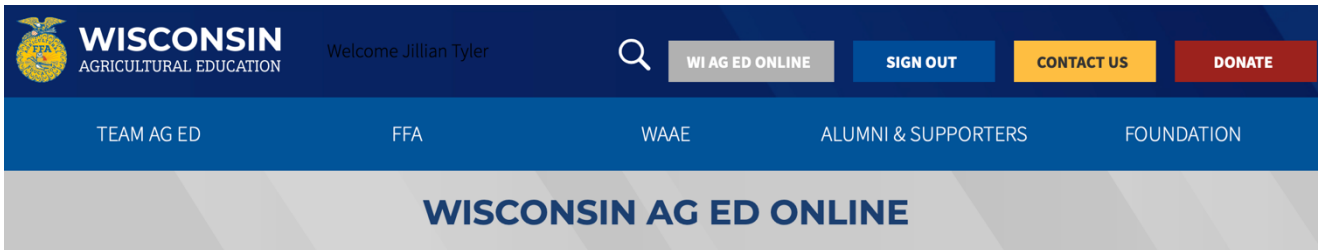
Last Name:

Phone Number:

[Register Person](#)

6 SUBMIT REGISTRATION

Click “Submit Registration” once you have finalized all numbers. DO NOT submit registration until you have finalized all numbers. When you enter in information, it will save automatically. But, once you “Submit Registration”, you will not be able to edit any of the line items.



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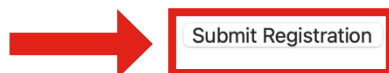
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Section 1: Fall Leadership Workshop- Sept 21

Name	Price	Openings	Quantity	Sub Total	
Number of Chapter Officers	\$0.00	No Max	0	\$0.00	Edit
Number of High School Members (NOT INCLUDING CHAPTER OFFICERS)	\$0.00	No Max	0	\$0.00	Edit
Number of Middle School Members	\$0.00	No Max	0	\$0.00	Edit
Advisor's Attending	\$0.00	No Max	1	\$0.00	Edit
Other Chaperones/Guests	\$0.00	No Max	1	\$0.00	Edit
TOTAL				\$0.00	



6 CONFIRM REGISTRATION

To confirm your registration has been submitted, there will be green text that will appear on the screen confirmed the registration time. Please make sure this text appears.



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Section 1: Fall Leadership Workshop- Sept 21

Name	Price	Openings	Quantity	Sub Total
Number of Chapter Officers	\$0.00	No Max	0	\$0.00
Number of High School Members (NOT INCLUDING CHAPTER OFFICERS)	\$0.00	No Max	0	\$0.00
Number of Middle School Members	\$0.00	No Max	0	\$0.00
Advisor's Attending	\$0.00	No Max	1	\$0.00
Other Chaperones/Guests	\$0.00	No Max	1	\$0.00
			TOTAL	\$0.00

 Your registration was submitted on 9/6/2023 3:50:00 AM

[Event Documents](#)