

佛州华人夏令退修会网上报名指引

注意：以下所有操作均在 IE 浏览器上进行，其它浏览器（如 Chrome）有可能无法进行某些操作。如果遇到这种情况，请使用 IE 或其它与之兼容的浏览器。

1、登录或创建帐户

在退修会网站 <http://www.ccsrfl.org/>，选 Registration 进入注册页面。如下图所示：



若已有帐户，可直接输入用户名和密码登录；若尚未建立帐户，点击 Create an account:



输入各项信息并选择所属教会，然后按 Create User 创建账户。

帐户创建成功后，会显示以下页面：

Welcome, yongbao Logout

Home speakers Messages Archives Driving Direction Registration

Your Reg Name: Retreat Year: 2017

Church*: Orlando Chinese Evangelical Christian Church

Email*: * Phone*:

Comments & Special Request:



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输入并确认各项信息正确后，按红框所示图标保存注册信息。

2、报名

创建账户并不是报名，之后必须使用该帐户为一人或多人报名。一般一个家庭使用一个帐户，当然你也可以使用你的帐户为朋友或任何人报名。

在登录或创建帐户之后，会进入以下页面：

http://www.ccsfl.org/Registered/RegistrationEditNew.aspx 佛州華人夏令退修會

View Favorites Tools Help

Welcome, yongbao Logout

Home speakers Messages Archives Driving Direction Registration

Your Reg Name: Retreat Year: 2017

Church*: Orlando Chinese Evangelical Christian Church

Email*: * Phone*:

Comments & Special Request:

Members Information

Total Registration Fee: \$

点击红框所示的图标，即可进入报名页面。



Home speakers Messages Archives Driving Direction Registration

Member Basic Information:

* First Name:

Middle Name:

* Last Name:

Chinese Name:

*Age on Retreat Day: For calculating discount

* Gender: Male Female

Christian: Yes No

Youth Counselor:: Yes No

Comments & Special Requests:

* Required Field

先要为账户的“户主”（Primary Member）报名。
填入或选择各项信息后，按 Continue 继续。

* Required Field

Retreat Information:

Is Primary:

Need English Translator:

Need Cantonese Translator:

Baby Crib:

School Grade: - Not a Student -

Attend Youth Program :

Emergency and Medical Contact Information:

Emergency Contact Name:

Emergency Contact Phone:

Primary Care Physician Name:

Primary Care Physician Phone:

Medical Insurance Name:

Medical Insurance Policy Number:

Lodging and Food Requirement:

* Lodging:

Friday Dinner: \$12.00

Saturday Breakfast: \$8.00

Saturday Lunch: \$10.00

Saturday Dinner: \$12.00

Sunday Breakfast: \$8.00

Sunday Lunch: \$10.00

Facility Fee (Free for age<3): 1 Day \$10 2 Day \$20

- You may always update your retreat items before the deadline.
- Total/Subtotal fees, discount will be calculated after you click the Save button.
- Please pay to your church coordinator before the deadline.

然后，选定 Is Primary 选项，再选择住宿类型、用餐情况和参加日数，最后按 Save 完成“户主”报名。

“户主”报名完毕后会自动回到以下页面：

CCSR FL 佛州華人夏令退修會

Welcome, you are logged in. Logout

Home speakers Messages Archives Driving Direction Registration

Your Reg Name: Retreat Year: 2017

Church*:





Email*: Phone*:

Comments & Special Request:

Members Information

Primary	Frist Name	Last Name	中文名	Age	Gender	Lodging	Building	Room	Member Type	Subtotal	
Y	<input type="text"/>				M	Commute			Not Christian	\$10.00	Edit Delete

Total Registration Fee: \$ 10.00

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下面就可以为“户主”以外的其他人报名了：再次按红框所示的图标，就进入另一个报名页面。

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Welcome, you are logged in. Logout

Home speakers Messages Archives Driving Direction Registration

Member Basic Information:

* First Name:

Middle Name:

* Last Name:

Chinese Name:

*Age on Retreat Day: For calculating discount

* Gender: Male Female

Christian: Yes No

Youth Counselor: Yes No

Comments & Special Requests:

* Required Field

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填写或选择各项信息，然后按 Continue 继续，进入下一个页面。

* Required Field

Retreat Information:

Is Primary:

Relation with Primary: Spouse ▾

*For rooms assign

Need English Translator:

Need Cantonese Translator:

Baby Crib:

School Grade: - Not a Student - ▾

Attend Youth Program:

Emergency and Medical Contact Information:

Emergency Contact Name:

Emergency Contact Phone:

Primary Care Physician Name:

Primary Care Physician Phone:

Medical Insurance Name:

Medical Insurance Policy Number:

Lodging and Food Requirement:

* Lodging: Motel ▾

Friday Night Hotel: \$35.00

Saturday Night Hotel: \$35.00

Live With Primary: (*For room assign & fee calculation)

Friday Dinner: \$12.00

Saturday Breakfast: \$8.00

Saturday Lunch: \$10.00

Saturday Dinner: \$12.00

Sunday Breakfast: \$8.00

Sunday Lunch: \$10.00

Facility Fee (Free for age <3): 1 Day \$10 2 Day \$20

Back

Save

然后，选择和“户主”的关系，再选择住宿类型、用餐情况和参加日数，最后按 Save 完成报名。

为下一位成员报名就重复上述过程就可以了。

一个帐户的全部人员都报名完毕后，请根据所提示的金额，将支票付给教会管理财务的同工，并在支票备注栏注明“退修会”或 Summer Retreat;教会将在报名截止后写一张总支票付给主办方。