TALL TIMBERS
BAPTIST CONFERENCE CENTER

ONLINE REGISTRATION GUIDE

Google Chrome works best!

It may ask you to use the most updated Internet Explorer or other browser.

CHURCH LEADERS

-When summer registration opens, go to your specific camp page on our website (talltimbersbcc.org)

-Fill out the Hold Form for your camp with your contact info and expected numbers

-Pay the deposit to secure your spots at camp by check, credit card, or online
 $50 per person – Youth and Kids Camps
 $75 per person - Mini MAC
 $90 per person - Children's Mission Camp

-Wait to receive your Group Hold ID (GHR ID) from Tall Timbers to be able to register individuals' information for camp.

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HOME   ABOUT   FACILITIES   RECREATION   SUMMER CAMPS   RETREATS   JOBS

Kids Camp 1

KID'S CAMP 1
JUNE 8 – 11, 2020

Champions Camp
Children's Mission Camp
Clear Camp 1
Clear Camp 2
Clear Camp 3
High Pursuit Camp
Kids Camp 1
Kids Camp 2
Kids Camp 3
Mini MAC

ONLINE REGISTRATION

LINKS TO REGISTER WILL NOT BE LIVE UNTIL FEB. 3

STEP 1: Church leaders click here to fill out your group information and numbers to reserve for camp: Kids Camp 1 Hold Form

STEP 2: Send in a deposit after the form is submitted to hold your place for Kids Camp 1. *Deposit is $50 per person, non-refundable, by check or credit card.*

STEP 3: Once we create an online account for your church, you will be directed to the buttons below to finish your remaining registration forms online.

Do NOT click the links below to create an account and register until you have been given a Group Hold Code from your church leader.

Kids Camp 1 Hold Form 2020

Camp Dates: June 8-11, 2020

Did your church attend Tall Timbers for camp in 2018 or 2019? *

○ Yes
○ No

Are you a new contact person for this church? *

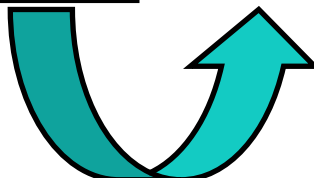○ Yes
○ No

HOW MANY SPOTS ARE YOU RESERVING FOR CAMP?

You must have 1 adult male per 10 male students and 1 adult female per 10 female students. Your primary adult leader for each gender must be, at minimum, 21 years of age.

Number of male chaperones *

Number of male students *

Number of female chaperones *

Number of female students *

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INPUTTING INDIVIDUAL NAMES & INFO

After clicking the "Register" button from your week of summer camp page on the Tall Timbers website, you will be brought to a log-in screen for the camp software.

NEWCOMERS MUST CLICK "CREATE NEW ACCOUNT"

If you are a returner, please refer page 4 of this guide for returning campers.
-Enter your name and create a username and password.
-Enter camper personal information. This can be yourself if you are attending camp, or your child, or your student from church. *You'll be able to add more attendees on your account later.*

      -Name, birthdate, gender
      -address
      -phone/email

ENTER GROUP HOLD REGISTRATION (GHR ID)

This is the code everyone in your group registers with online to tie them to the church.

SELECT PROGRAM (ex: Kids Camp 1 Adult or Kids Camp 1 Camper)

ADD EMERGENCY CONTACT (must click "Add Contact" first)

REQUIRED FORMS

Click on the blue text to fill out each form. Once each form is completed or signed, text changes from red to green and says "completed." You will need to know t-shirt size, people allowed to check out camper, and all health information before filling out these forms.

ROPES COURSE PERMISSION

This form will only appear based on the camper's grade level. For students who have *completed* 6th grade at Kids and Missions Camps and some 5th graders. For youth camps, this form will appear for all students. They have the option to sign up to do the challenge course while at camp.

MEDICATIONS/ALLERGIES

-If the camper is taking medications, choose yes, select the number of medications, then click "Add/Edit Meds" to fill out names, dosages, and times
-Click "Add/Edit Allergy" then select "No Known Allergies" or select the category of allergen and type what it is in the notes section.

*At this point, you can choose to add another camper with the same address/contact info as the first entry, or click "View Dashboard"

THE DASHBOARD / ADDING ADDITIONAL CAMPERS

The dashboard is where you can view all the parts of your online registration for yourself or for people you have registered under your account. Here you can add campers, edit personal information or emergency contacts, or complete registration forms.

ADD CAMPER
There are 2 green "Add Camper" buttons, under the Quick Access and Camper sections of your dashboard.
-Keep clicking "Create New Camper" 3 more times.
-You can choose "Create New Camper from Existing" if the new camper has the same basic information as a previous person. For example, you are putting in a sibling who has the same home address and contact info.
-Now continue putting in all needed information for the new camper including the same Group Hold ID as before
-For each additional person to be added, continue to add campers from your account dashboard.

FINANCES
Individuals will not personally pay for themselves or their camper on this system because we take payments from the church leader for the group. Please give your payments to your church contact for camp.

Dashboard/Add Camper
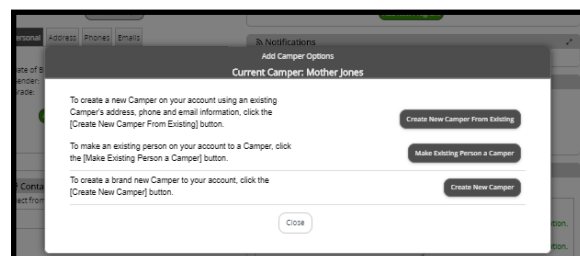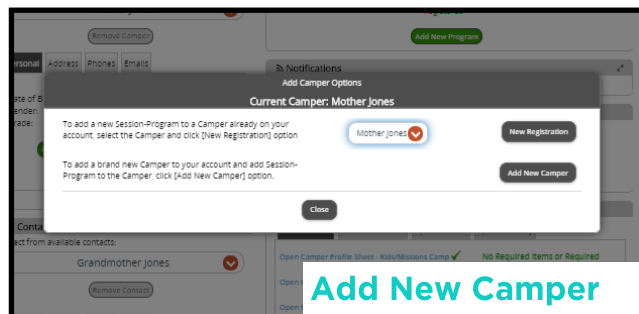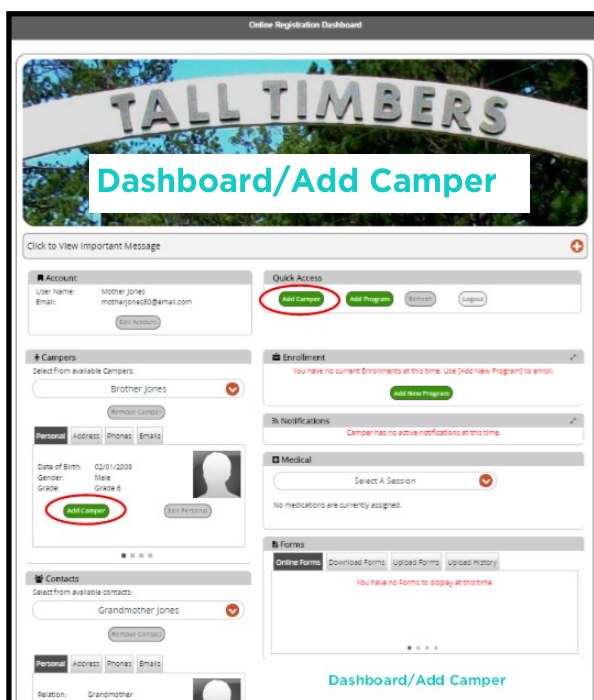
Add New Camper

Create New Camper or Create from Existing

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RETURNING CHURCHES AND CAMPERS

The best function to this online software is being able to access your saved information from summer to summer. Instead of starting over, you can update any changes to your information and provide new signatures.

INPUTTING INDIVIDUAL NAMES & INFO

After clicking the "Register" button from your week of summer camp page on the Tall Timbers website, you will be brought to a log-in screen for the camp software.

Individual Camper info can be put into the system by parents, or it can be collected and completed online by the church contact/children's or youth minister It is up to you!

RETURNERS MUST USE USERNAME/EMAIL FROM PRIOR YEARS

Most people wouldn't remember their username, but click "Forgot Username" and type in the email address you would have used from prior years. You can then view your username and then change your password.

If you create a different account, you will not be able to access saved information and will have to input campers from scratch. If you are a new church leader but your students have attended before, we can "port over" their accounts over to you to update. Ask Tall Timbers for help.

THE DASHBOARD / REGISTERING RETURNING CAMPERS

After logging in, you'll be brought to your account dashboard. You can view all the campers you've inputted before in the drop down list under the "Campers" section on the left side.

-Choose a name from the camper list
-Click the green button "Add New Program"

ENTER GROUP HOLD REGISTRATION (GHR ID)

Enter the Group Hold Registration code (GHR ID) given to you from your church contact

SELECT PROGRAM

(ex: Kids Camp 1 Adult or Kids Camp 1 Camper for the new camp year)

FORMS

Continue making any needed changes to:
-emergency contacts
-health/medical form
-T-shirt size (in Camper Profile form)
-new signatures for health form and permission forms

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ADD NEW CAMPER
-For each new person to be added, continue to add campers from your account dashboard.
There are 2 green "Add Camper" buttons, under the Quick Access and Camper sections of your dashboard.
-Keep clicking "Create New Camper" 3 more times.
-You can choose "Create New Camper from Existing" if the new camper has the same basic information as a previous person. For example, you are putting in a sibling who has the same home address and contact info.
-Now continue putting in all needed information for the new camper including the same Group Hold ID as before.

FINANCES
Individuals will not personally pay themselves or their camper on this system because we take payments from the church leader for the group. Please give your payments to your church contact for camp.
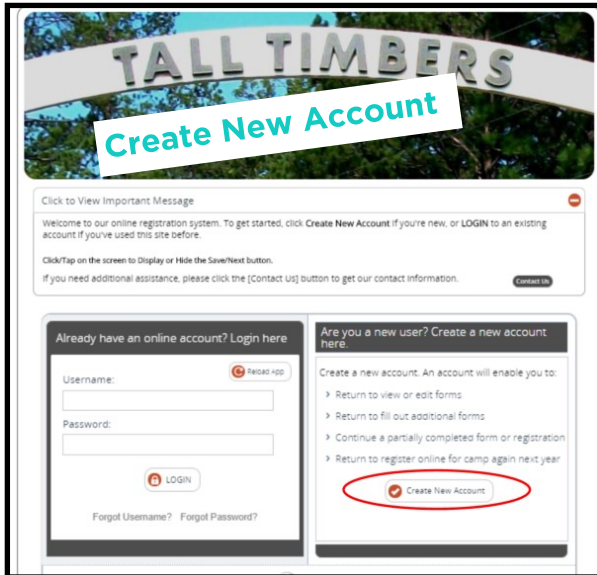
MEDICAL
Some parts of camper medical information may look different than past years. Instead of everything being asked on the Camper Medical Information Form, there are 2 buttons in the Medical section of your dashboard.

ADD MEDICATION BUTTON
-If the camper is taking medications, choose yes, select the number of medications, then click "Add/Edit Meds" to fill out names, dosages, and times.

ALLERGIES BUTTON
-Click "Add/Edit Allergy" then select "No Known Allergies" or select the category of allergen and type what it is in the notes section.

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Create New Account

Click to View Important Message

Welcome to our online registration system. To get started, click Create New Account if you're new, or LOGIN to an existing account if you've used this site before.

Click/Tap on the screen to Display or Hide the Save/Next button.

If you need additional assistance, please click the [Contact Us] button to get our contact information.   Contact Us

Already have an online account? Login here

Username: Reload App

Password:

🔒 LOGIN

Forgot Username? Forgot Password?

Are you a new user? Create a new account here.

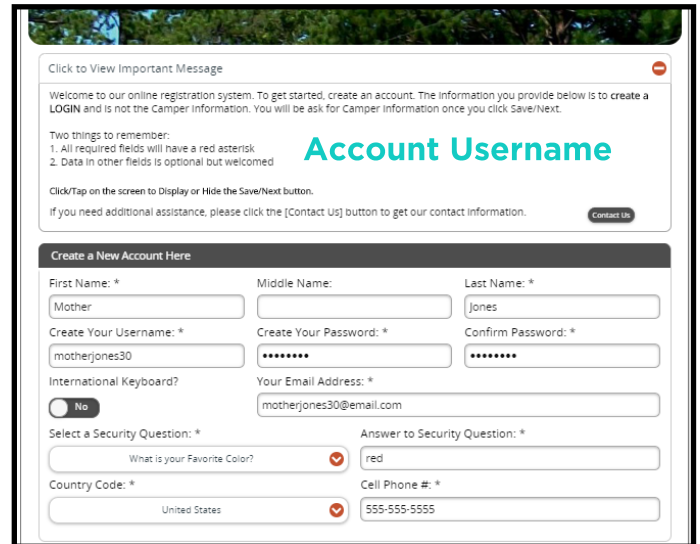Create a new account. An account will enable you to:
> Return to view or edit forms
> Return to fill out additional forms
> Continue a partially completed form or registration
> Return to register online for camp again next year

✓ Create New Account

Account Username

Click to View Important Message

Welcome to our online registration system. To get started, create an account. The information you provide below is to **create a LOGIN** and is not the Camper Information. You will be ask for Camper Information once you click Save/Next.

Two things to remember:
1. All required fields will have a red asterisk
2. Data in other fields is optional but welcomed

Click/Tap on the screen to Display or Hide the Save/Next button.

If you need additional assistance, please click the [Contact Us] button to get our contact information.   Contact Us

Create a New Account Here

First Name: *   Middle Name: Last Name: *
Mother   Jones

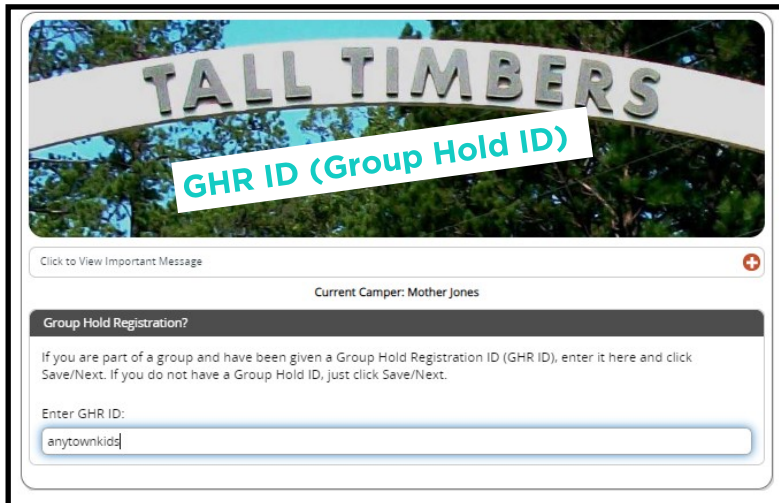Create Your Username: *   Create Your Password: *   Confirm Password: *
motherjones30   ••••••••   ••••••••

International Keyboard?   Your Email Address: *
No   motherjones30@email.com

Select a Security Question: *   Answer to Security Question: *
What is your Favorite Color?   red

Country Code: *   Cell Phone #: *
United States   555-555-5555
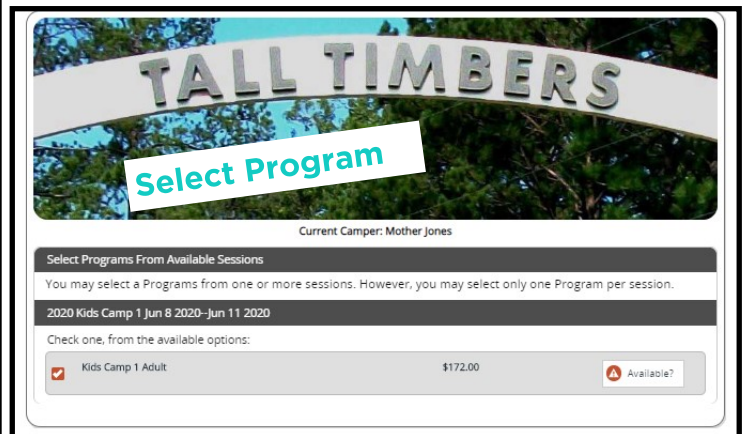
TALL TIMBERS

GHR ID (Group Hold ID)

Click to View Important Message

Current Camper: Mother Jones

Group Hold Registration?

If you are part of a group and have been given a Group Hold Registration ID (GHR ID), enter it here and click Save/Next. If you do not have a Group Hold ID, just click Save/Next.

Enter GHR ID:

anytownkids

TALL TIMBERS

Select Program

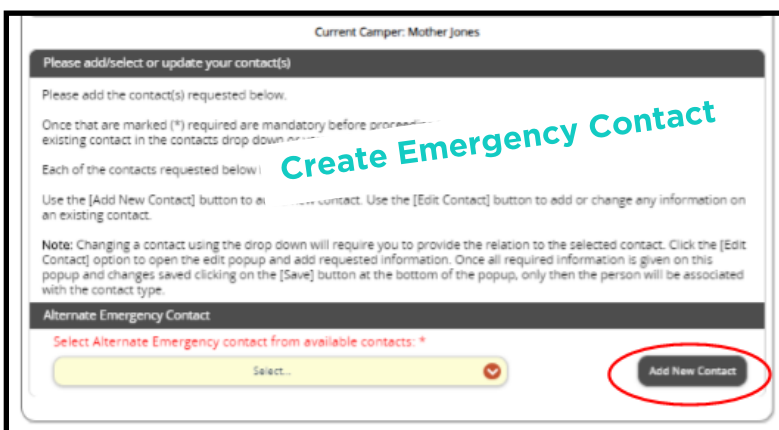Current Camper: Mother Jones

Select Programs From Available Sessions

You may select a Programs from one or more sessions. However, you may select only one Program per session.

2020 Kids Camp 1 Jun 8 2020--Jun 11 2020

Check one, from the available options:

☑ Kids Camp 1 Adult $172.00   ⚠ Available?

Current Camper: Mother Jones

Please add/select or update your contact(s)

Please add the contact(s) requested below.

Once that are marked (*) required are mandatory before proceed... existing contact in the contacts drop down o...

Each of the contacts requested below...

Create Emergency Contact
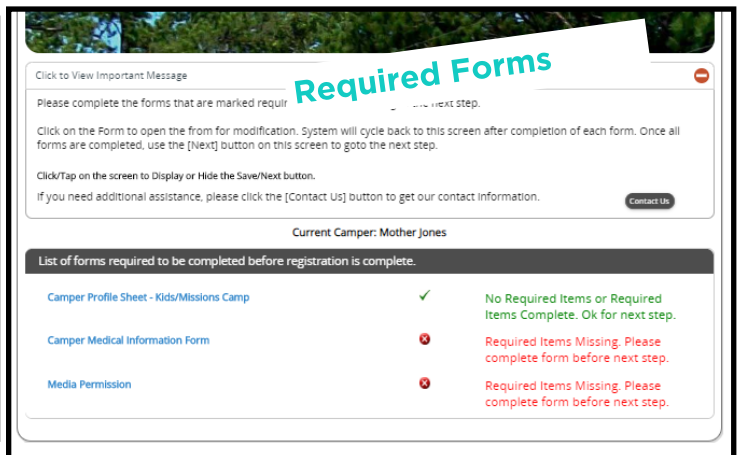
Use the [Add New Contact] button to a... ...contact. Use the [Edit Contact] button to add or change any information on an existing contact.

Note: Changing a contact using the drop down will require you to provide the relation to the selected contact. Click the [Edit Contact] option to open the edit popup and add requested information. Once all required information is given on this popup and changes saved clicking on the [Save] button at the bottom of the popup, only then the person will be associated with the contact type.

Alternate Emergency Contact

Select Alternate Emergency contact from available contacts: *

Select...   Add New Contact

Required Forms

Click to View Important Message

Please complete the forms that are marked requir... ...e next step.

Click on the Form to open the from for modification. System will cycle back to this screen after completion of each form. Once all forms are completed, use the [Next] button on this screen to goto the next step.

Click/Tap on the screen to Display or Hide the Save/Next button.

If you need additional assistance, please click the [Contact Us] button to get our contact information.   Contact Us

Current Camper: Mother Jones

List of forms required to be completed before registration is complete.

Camper Profile Sheet - Kids/Missions Camp	✓	No Required Items or Required Items Complete. Ok for next step.
Camper Medical Information Form	✗	Required Items Missing. Please complete form before next step.
Media Permission	✗	Required Items Missing. Please complete form before next step.

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Forgot Username

Click to View Important Message

Welcome to our online registration system. To get started, click **Create New Account** if you're new, or **LOGIN** to an existing account if you've used this site before.

Click/Tap on the screen to Display or Hide the Save/Next button.

If you need additional assistance, please click the [Contact Us] button to get our contact information.

Contact Us

Already have an online account? Login here

Reload App

Username:

Password:

LOGIN

Forgot Username?   Forgot Password?

Are you a new user? Create a new account here.

Create a new account. An account will enable you to:
> Return to view or edit forms
> Return to fill out additional forms
> Continue a partially completed form or registration
> Return to register online for camp again next year

Create New Account

Current Camper: Mother Jones

Camper Medical Information Form

Please provide the information requested below:

Medical Form

Health Company: *
90 Chars Left
ABC Health

Insurance #: *
10 Chars Left
1234567890

Doctor's Name: *
90 Chars Left
Dr. Pepper

Doctor's Phone: *
18 Chars Left
888-888-8888

General Health and Medical History
1. List any chronic or long-term illness: *

ADD / ADHD   Asthma
Diabetes   Epilepsy
Haemophilia   Hypertension (High Blood Pressure)
None

Other illnesses not listed:
1000 Chars Left

2. List any serious injuries or surgeries *
Broken bone   Surgery   None

Other injuries/surgeries not listed:

Current Camper: Mother Jones

Media Permission

Please provide the information requested below:

Media Permission

Permission to use and record pictu...

Media Permission

I authorize the Louisiana Baptist Co... ...Louisiana Baptist Convention (including any of their departments or related agencies, su... ...), to use photographs, films, and/or voice recordings whether by audio, videotape, or other images of my child (participant) for the purpose of and use in Louisiana Baptist Convention, Inc./Executive Board of the Louisiana Baptist Convention, Inc. promotional material, website, video, podcasts, and publications. I understand that I will not receive any payment or other renumeration for this authorization.

Must be signed by each parent/guardian for the child to participate in the event.

To give permission choose Yes or No *
Yes   No

Parent/Guardian Signature *
988 Chars Left
Mother Jones

Date
10/17/2019 16:57:53PM

Click to View Important Message

At a minimum you must fill in the required fields for the form and click Save/Next. Th... ...ds are optional but we encourage you to provide as much information...

Click/Tap on the scree...

If you nee... ...get our contact information.

Contact Us

Camper Profile/T-Shirt Size

Current Camper: Mother Jones

Camper Profile Sheet - Kids/Missions Camp

Please provide the information requested below:

T-Shirt Size: *
Adult Medium

List up to 4 people who are authorized by the parent/guardian to check out this camper from Tall Timbers. If you are an adult, type N/A: *
997 Chars Left
N/A

Online Registration Dashboard

Add another camper

Click to View Important Message

Account
User Name: Mother Jones
Email: motherjones30@email.com
Edit Account

Add Camper   Add Program   Refresh   Logout

Campers
Select from available Campers:
Brother Jones
Remove Camper
Personal   Address   Phones   Emails
Date of Birth: 02/01/2008
Gender: Male
Grade: Grade 6
Add Camper   Edit Personal

Contacts
Select from available contacts:
Grandmother Jones
Remove Contact
Personal   Address   Phones   Emails
Relation: Grandmoth...

Quick Access

Enrollment
You have no current Enrollments at this time. Use [Add New Program] to enroll.
Add New Program

Notifications
Camper has no active notifications at this time.

Medical
Select A Session
No medications are currently assigned.

Forms
Online Forms   Download Forms   Upload Forms   Upload History
You have no Forms to display at this time

Dashboard/Add Camper

TALL TIMBERS

Returning Camper—Add Program

Click to View Important Message

Account
User Name: Mother Jones
Email: motherjones30@email.com
Edit Account

Add Camper   Add Program   Refresh   Logout

Campers
Select from available Campers:
Brother Jones
Mother Jones
Sister Jones
Grade: Grade 6
Add Camper   Edit Personal

Contacts
Select from available contacts:
Grandmother Jones
Remove Contact

Quick Access

Enrollment
You have no current Enrollments at this time. Use [Add New Program] to enroll.
Add New Program

Notifications
Camper has no active notifications at this time.

Medical
Select A Session
No medications are currently assigned.

Forms
Online Forms   Download Forms   Upload Forms   Upload History
You have no Forms to display at this time

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Current Camper: Ezekiel Bumgardner

Please complete the medical information requested.

Is this camper bringing any Medications to camp?. *

| Yes ⌄ | 2 | No Pres. Meds Added | Add/Edit Meds |

Does this camper have any Allergies?.

| Yes ⌄ | | No Allergies Added | Add/Edit Allergy |

Medical Information

Add New Medication:

[New Medication] [Previous Medication]

| Medication Name: | Strength: | Route: | Quantity: |
| melatonin | regular | Taken by m... ⌄ | 1 |

| Dosage: | Reason: | Comments: |
| 8 ml | sleep aid | none |

Medications and Schedule

Select one or more Sessions and Create Schedule:

[Select Sessions...]

☐	Date	☐Breakfast	☐Lunch	☐Dinner	☐Bed Time	☐Other	☐As Needed
☐	2021-06-07	☐	☐	☐	☐	☐	☐
☐	2021-06-08	☐	☐	☐	☐	☐	☑
☐	2021-06-09	☐	☐	☐	☐	☐	☑
☐	2021-06-10	☐	☐	☐	☐	☐	☑

Click/Tap on the screen to Display or Hide the Save/Next button.

If you need additional assistance, please click the [Contact Us] button to get our contact information.   [Contact Us]

Current Camper: Ezekiel Bumgardner

Allergies

Allergies

Please provide all allergies that the Camper may have.

[No Known Allergies]

Select	Allergen ⇅	Allergy Notes ⇅
Environmental		
☐	Other-Please specify in notes	
Food		
☐	Other-Please specify in notes	
Medicine		
☐	Other-Please specify in notes	
Other		
☐	Other-Please specify in notes	