4H4ME – Leader Tip Sheet #1

Logging on to the website

1. Open your internet browser.
2. Turn off your popup blocker while in 4H4ME if you intend to print any reports or mailing labels.
3. Access the 4H4ME website – www.4h4me.com.
4. The login code is always the 2-letter state code, followed by the 3-letter county code, followed by your 4-H ID number and a password – NO SPACES. The county will provide you with your id and password. You can change your password the first time you logon.
5. Enter your express login code in the Leader box

Tip – Pressing the F11 key on your keyboard will display more of the screen, and you will not have to use the scroll bars to move up and down as much. The F11 key is a toggle switch which means pressing it again will redisplay your menu and toolbars.

One of the first things you will probably want to do when you logon as a leader is change your password to something that is easier for you to remember. The Change Password option is available from the entry screen as well as all of the other options that you as a leader can exercise, such as viewing your information to verify correctness as well as obtaining lists, reports, mailing labels, posting messages to your club members, uploading documents, photos, links to websites, etc. See further tip sheets for more information on these activities.