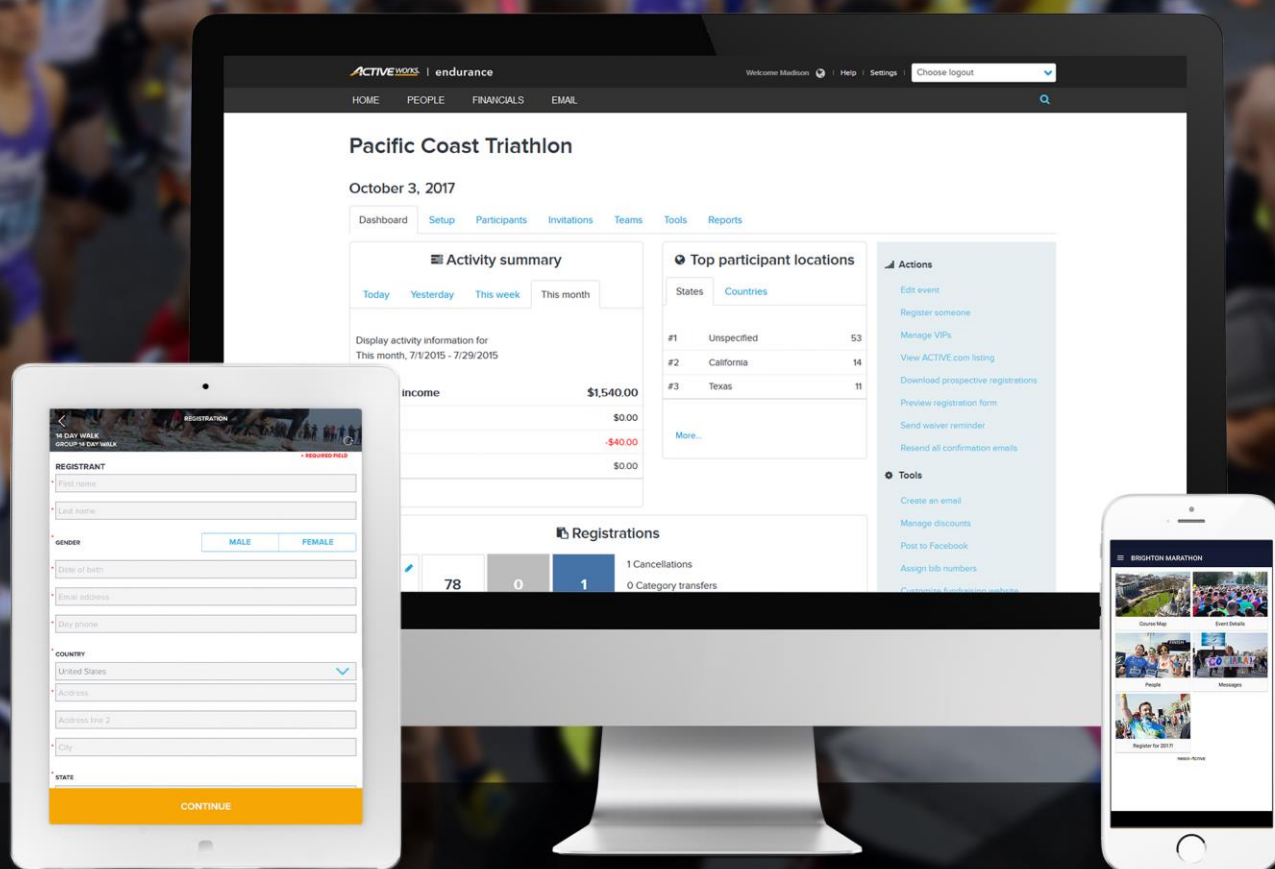




## Product Release Notes for ACTIVEWorks – January 06, 2025



## Table of Contents

|                                   |   |
|-----------------------------------|---|
| Reskinned Registration form ..... | 2 |
|-----------------------------------|---|



## Reskinned Registration form

For a better user experience, the appearance and style of the CUI registration form have been optimized to be more concise, compact and user-friendly. To enable the new registration form, please contact your account manager.

In the registration form:

- In the **Select Category** step,
  - a category that requires a single selection displays a radio button.
  - a category that accepts multiple selections displays a stepper.
  - a category configured with a long description displays a tooltip.

Desktop:

Single selection

Jan 1, 2001 → Jan 2, 2029

LA, CA

Select category Complete form Checkout

Running-1 Mile

Non-participating team captain \$1.00 ☒

Running-Half marathon

Individual Age group/open \$10.00 ☐

Individual Age group/open \$100.00 ☐ The price will soon be \$200.00

Running-1 Mile - Virtual [View](#)

Individual Age group/open \$9.00 ☐

Running-10K

Individual male adult \$10.00 ☐ **Male only Age 18-55**

G2 - per person \$100.00 ☐ per person

3.6 members/team

Continue

Multiple selections

Sep 4, 2021 → Sep 4, 2029

LA, CA

Select category Complete form Checkout

Running-Marathon

Individual Age group/open Free ☒ SOLD OUT

P2 \$2.00 ☐

Running-1K

Individual Age group/open \$10.00 ☒

Individual Age group/open 11 Free ☐

Running-15K

Individual Age group/open \$11.00 ☒

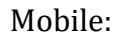
capacity - 1 \$1.00 ☐ SOLD OUT

Running-8K

Individual Age group/open \$1.00 ☒

capacity - 1 \$1.00 ☐

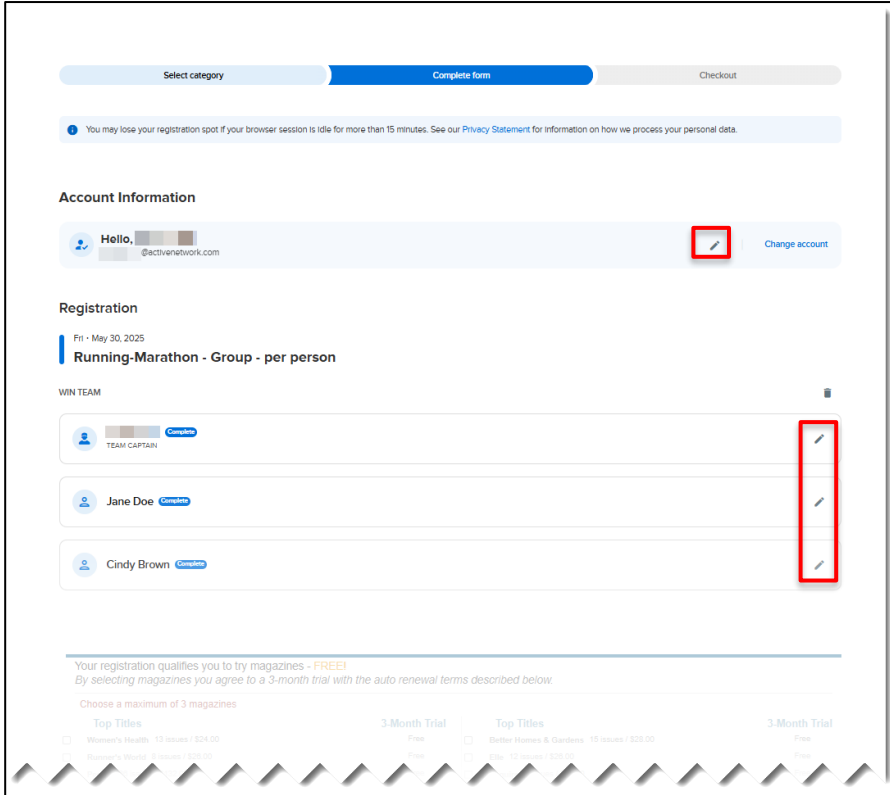
Non-participating team captain Free ☐ SOLD OUT

3



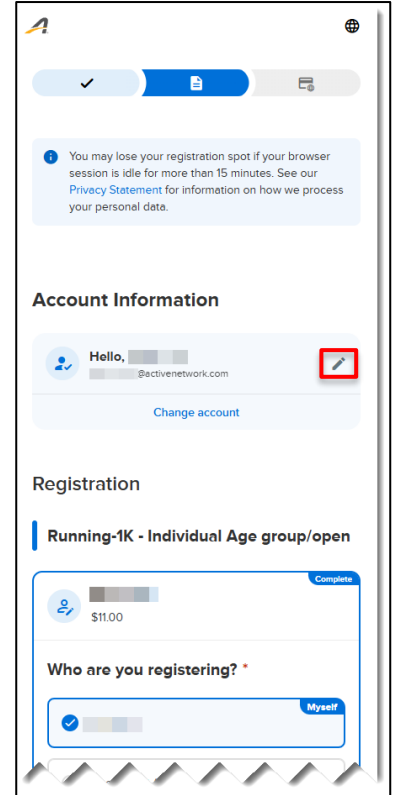
- In the **Complete form** step > **Account information** section or **Registration** section, customers can view and modify the account information by clicking the  icon.

### Desktop



The desktop screenshot shows the 'Complete form' step of the registration process. At the top, there is a progress bar with three steps: 'Select category', 'Complete form' (active), and 'Checkout'. Below the progress bar, a notification states: 'You may lose your registration spot if your browser session is idle for more than 15 minutes. See our [Privacy Statement](#) for information on how we process your personal data.' The main content area is divided into two sections: 'Account Information' and 'Registration'. In the 'Account Information' section, there is a user profile card with a 'Hello, [redacted] @activenetwork.com' and a 'Change account' button. A red box highlights a pencil icon next to the profile card. The 'Registration' section shows a 'Running-Marathon - Group - per person' event for 'Fri • May 30, 2025'. Below this, there is a 'WIN TEAM' section with three team members: 'TEAM CAPTAIN', 'Jane Doe', and 'Cindy Brown'. Each team member has a 'Complete' button. A red box highlights a pencil icon next to the 'TEAM CAPTAIN' row. At the bottom, there is a section for magazine selection with a 3-month trial offer.

### Mobile



The mobile screenshot shows the 'Complete form' step of the registration process. At the top, there is a progress bar with three steps: 'Select category', 'Complete form' (active), and 'Checkout'. Below the progress bar, a notification states: 'You may lose your registration spot if your browser session is idle for more than 15 minutes. See our [Privacy Statement](#) for information on how we process your personal data.' The main content area is divided into two sections: 'Account Information' and 'Registration'. In the 'Account Information' section, there is a user profile card with a 'Hello, [redacted] @activenetwork.com' and a 'Change account' button. A red box highlights a pencil icon next to the profile card. The 'Registration' section shows a 'Running-1K - Individual Age group/open' event for 'Fri • May 30, 2025'. Below this, there is a 'Who are you registering?' section with a 'Myself' button. A red box highlights a pencil icon next to the 'Myself' button. At the bottom, there is a section for magazine selection with a 3-month trial offer.



On the **Account Information** window, customers can modify their registration information.

### Desktop

The desktop version of the 'Account Information' form is displayed within a window. At the top right are 'Cancel' and 'Save' buttons. Below the header, a user profile bar shows a person icon and the email '@activenetwork.com'. The form fields are organized into two columns. The left column contains: 'First name \*' and 'Last name \*' text inputs; 'Gender \*' with radio buttons for 'Male' and 'Female' (Female is selected); 'Date of birth \*' with three dropdowns for month (June), day (11), and year (1996); 'Day phone \*' with a country code dropdown (showing -1), a text input, and a '737321' button; 'Country \*' with a dropdown (showing United States); 'Address \*' with a text input (showing Towns Street); 'Address line 2' with an empty text input; 'City \*' with a text input (showing FEW); 'State \*' with a dropdown (showing Alabama); and 'ZIP \*' with a text input.

### Mobile

The mobile version of the 'Account Information' form is shown within a 'Running-1K - JOIN TEAM' header. The form is vertically stacked. It starts with a user profile bar (person icon, email '@activenetwork.com'). The fields are: 'First name \*' and 'Last name \*' text inputs; 'Gender \*' with radio buttons for 'Male' and 'Female' (Female is selected); 'Date of birth \*' with three dropdowns for month (June), day (11), and year (1996); 'Day phone \*' with a country code dropdown (showing +1), a text input, and an empty input field; 'Country \*' with a dropdown; and 'Address \*' with a text input. At the bottom are 'Cancel' and 'Save' buttons.

In the **Evening phone** or **Cell phone** field, the country code dropdown now displays national flags.



Evening phone

+1

Cell phone

+1

Q

- Turkmenistan +993
- Turks and Caicos Islands +1
- Tuvalu +688
- U.S. Virgin Islands +1
- Uganda +256
- Ukraine (Україна) +380
- United Arab Emirates (الإمارات العربية المتحدة) +971
- United Kingdom +44
- ☒ United States +1

- In the **Merchandise** section, customers can select a merchandise item by ticking its radio button.

## Desktop

3 Merchandise

 Socks

☐ Custom \$10.00

 Pants

Item new **SOLD OUT**

☐ Small \$10.00

☐ Medium Free

☐ Large Free

☐ Extra large \$10.00

 Cap

☐ Custom \$10.00

☐ Item 2 \$10.00

[Remove](#) [Next](#)

## Mobile

3 Merchandise



Socks

☐ Custom \$10.00



To better customize the registration form, event directors can now:



- change the event location displayed on the CUI registration form > **Select category** page to a different location by entering the location in the AUI > **Home** tab > an event > **Setup** tab > **Event details** page > **Location** section.

Event details

Let's get started. First, answer these questions to help us customize your setup. You can make changes later if needed.

Event type \*

Event name \*

Location \* ☐

[Edit](#)

US  
address  
LA, CA 12345  
United States

+ Add location

Display on registration form

Event date and time \*   :  :   
-   :  :

Primary language \*  [?](#)

Primary language value cannot be changed after step 1 has been saved.

Include VAT/GST in prices \* ☐

If include VAT/GST in prices is enabled, then a VAT/GST percentage must be configured for each item.

Payment information [?](#) [Edit](#)

Be sure to choose the correct payment account for this event. If you change accounts after you've received registrations for this event, you won't be able to perform certain transactions that incur financial changes (such as transfers and additional purchases).

Payment account

To add or edit accounts, go to Settings > Payment accounts.

[Back](#) [Save & continue](#)

Event setup

Event details

[Restrictions and settings](#)

[Registration categories](#)

[Payments and installments](#)

[Self-registration team setup](#)

[MyEvents self-edit setup](#)

[Form questions](#)

[Giving](#)

[Additional purchases](#)

[Waivers](#)

[Emails sent out](#)

[ACTIVE.com listing](#)

[Activation](#)

[Additional links](#)

[Event summary](#)

[Dashboard](#)

[Tools](#)

[Preview registration form](#)

[Questions?](#)

[Help center](#)

Then in the CUI registration form, the location is as follows:



Jan 1, 2023 → Nov 5, 3018

 New York

Select category Complete form Checkout

Sun · Jan 1, 2023

**Running-1K**

JOIN TEAM \$99.00 ☐

Individual Age group/open \$11.00 ☐

Fri · Mar 3, 2023

**Running-5K**

Individual Age group/open-1 Free ☐  
Age 5+ ⓘ

Group-registration team Age group/open \$1.00 ☐  
per team  
Age 5+ ⓘ 2-3 members/team ⓘ

Group-registration team Age group/open \$1.00 ☐  
per team  
Age 5+ ⓘ 3-4 members/team ⓘ

MUST CREATE TEAM \$99.00 ☐  
Age 5+ ⓘ

Sun · Jan 1, 2023

**Running-5K**

enable team \$10.00 ☐

new add by May on 1/14/2025 \$1.00 ☐

Continue →

- hide category dates above category names in the registration form by selecting the AUI > **Home** tab > an event > **Setup** tab > **Registration categories** page > **hide all category dates in registration form** toggle.



## Registration categories

Create at least one registration category for your event.

☒ Hide all category dates in registration form

---

### Running-1K

Edit Delete

Category type: Running | Distance: 1K

Category restrictions [Edit](#)  
Unlimited capacity | Ages 0 to 120 as of 1/1/2023 | Male & Female | Everyone

Date & location [Edit](#)  
1/1/2023 US

#### JOIN TEAM

Edit Delete

Price type: Individual | Price: \$99.00

Price restrictions [Edit](#)  
Unlimited capacity | Ages 0 to 120 as of 1/1/2023 | Male & Female | Everyone | No password

#### Individual Age group/open

Edit Delete

Price type: Individual | Price: \$11.00

Price restrictions [Edit](#)  
Unlimited capacity | Ages 0 to 120 as of 1/1/2023 | Male & Female | Everyone | No password

Add a priceReorder prices

A price is required to add this category.

---

### Running-5K

Edit Delete

Category type: Running | Distance: 5K

Category restrictions [Edit](#)  
Capacity: 20 | Ages 5 to 120 as of registration date | Male & Female | Everyone

Date & location [Edit](#)  
3/3/2023 US

Event setup

Event details

Restrictions and settings

Registration categories

Payments and installments

Self-registration team setup

MyEvents self-edit setup

Form questions

Giving

Additional purchases

Waivers

Emails sent out

ACTIVE.com listing

Activation

Additional links

Event summary

Dashboard

Tools

Preview registration form

Questions?

Help center

Then in the CUI registration form, all category dates disappear as follows:

9

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Jan 1, 2023 → Nov 5, 3018

New York

Select category Complete form Checkout

**Running-1K**

|                           |         |                       |
|---------------------------|---------|-----------------------|
| JOIN TEAM                 | \$99.00 | <input type="radio"/> |
| Individual Age group/open | \$11.00 | <input type="radio"/> |

**Running-5K**

|                                                                       |                    |                       |
|-----------------------------------------------------------------------|--------------------|-----------------------|
| Individual Age group/open-1<br>Age 5+ ⓘ                               | Free               | <input type="radio"/> |
| Group-registration team Age group/open<br>Age 5+ ⓘ 2-3 members/team ⓘ | \$1.00<br>per team | <input type="radio"/> |
| Group-registration team Age group/open<br>Age 5+ ⓘ 3-4 members/team ⓘ | \$1.00<br>per team | <input type="radio"/> |
| MUST CREATE TEAM<br>Age 5+ ⓘ                                          | \$99.00            | <input type="radio"/> |

**Running-5K**

|                             |         |                       |
|-----------------------------|---------|-----------------------|
| enable team                 | \$10.00 | <input type="radio"/> |
| new add by May on 1/14/2025 | \$1.00  | <input type="radio"/> |

Continue →

- configure participant address restrictions in the AUI > **Home** tab > an event > **Setup** tab > **Registration categories** > click **Edit** next to **Price restrictions** > **Edit price type restrictions** window.



Edit price type restrictions

Availability \*

Everyone

Registration password

Address restriction

Select the location of your participants by Country or State.

Only allow participants from:

Country

Select a country

State

All states

Do not allow participants from:

Cancel

Save

11

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