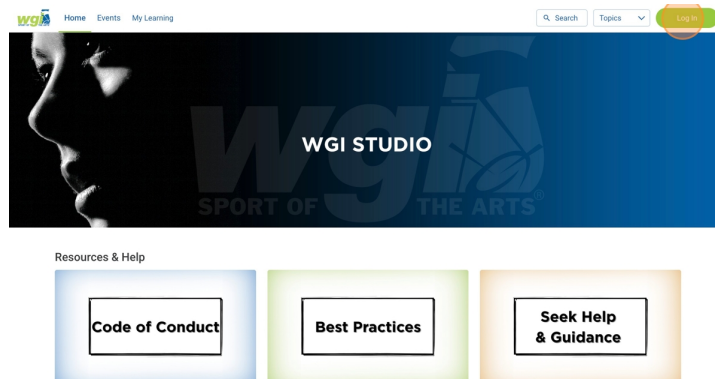




How To Create your WGI Studio Account

This guide will provide you with step-by-step instructions on how to set up your individual account in WGI Studio. Every user must register and verify their account in WGI Studio before they can access any of any courses.

1. Open a web browser (Chrome preferred) and navigate to www.wgistudio.org. Once there, click the green login button in the upper right corner.

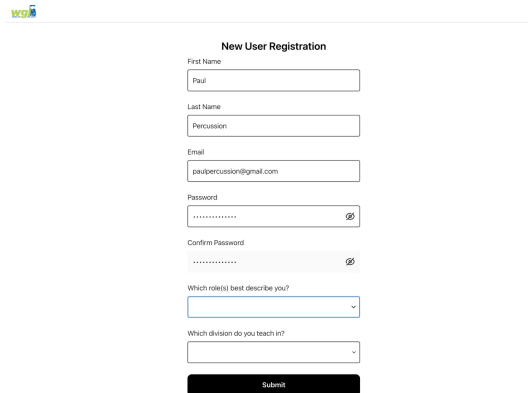


2. If you've already created and verified your account, enter your username and password. If it's your first time logging in, simply click "Don't have an account? Sign up here" beneath the green "Log In" button .

A screenshot of the WGI Studio login form. At the top, there is the WGI Sport of the Arts logo. Below the logo, there are two input fields: 'Username' and 'Password'. Under the 'Remember Me' checkbox, there is a link for 'Forgot Password?'. A green 'Log In' button is centered below the input fields. At the bottom, there is a link that says 'Don't have an account? Sign up here.' with an orange circle highlighting the text.

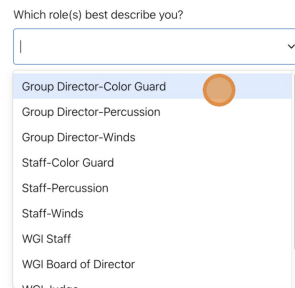
3. Complete all information on this page.

Your email address should be a personal email address linked not to the group but rather to an individual. Please do not use your group's general email address (like info@groupname.org) as we will be unable to link that account to an individual user. Additionally, we would advise against using your school or .edu email addresses as they can have challenges with firewalls. Gmail accounts are free to create and we would strongly recommend creating an individual gmail account for your WGI Studio registration.



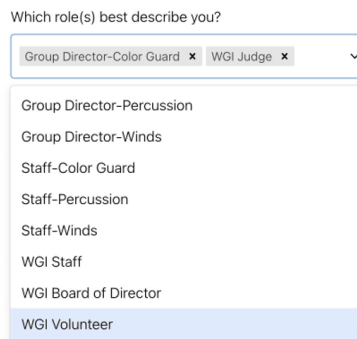
The image shows a 'New User Registration' form. It includes input fields for First Name (Paul), Last Name (Percussion), Email (paulpercussion@gmail.com), Password, and Confirm Password. Below these are two dropdown menus: 'Which role(s) best describe you?' and 'Which division do you teach in?'. A 'Submit' button is at the bottom.

4. After entering your user information, select your role(s).



The image shows a dropdown menu titled 'Which role(s) best describe you?'. The dropdown is open, showing a list of roles: Group Director-Color Guard, Group Director-Percussion, Group Director-Winds, Staff-Color Guard, Staff-Percussion, Staff-Winds, WGI Staff, and WGI Board of Director. The first option, 'Group Director-Color Guard', is highlighted with a blue background and an orange circle.

5. If you have multiple roles please select all roles that apply to your experience. For example, if you are a group director but also on staff with other groups, select your role as group director and staff.



The image shows the same dropdown menu as in the previous step, but now it allows for multiple selections. The dropdown is open, and the first two options, 'Group Director-Color Guard' and 'WGI Judge', are selected and displayed as tags at the top of the dropdown. The rest of the list remains visible.

6. Next from the drop down you will select the division you teach in. If you teach across multiple divisions, select multiple from the drop down list.
If you serve as a WGI Volunteer and do not hold any other role, you may select any division.

Group Director-Percussion x

Which division do you teach in?

Percussion

Percussion groups

Submit

7. From here, you will select the group(s) you are associated with. It is important to note this is how your group's administrator will be able to track your progress and course completion. Please be sure to include all groups you work with.
You can type the name of your group or use the scrolling bar on the right side to find your group. If your group is not listed please select "Other, my group isn't listed" at the top of the list.
If you are not affiliated with any group please select "N/A" or "None".

Which division do you teach in?

Percussion

Percussion groups

Submit

8. If you teach multiple groups, select each group individually. Continue adding your groups - you can add as many as needed.

Percussion groups

Legacy Percussion x

St. Martin Independent

StarCross Percussion Ensemble

Station Camp Independent

STRYKE Percussion 2

Sun City Independent 2


Tar River Independent Percussion


Thunder Indoor Percussion


Toms River


Trilogy Independent


9. Once completed, press submit.

Confirm Password
..... 

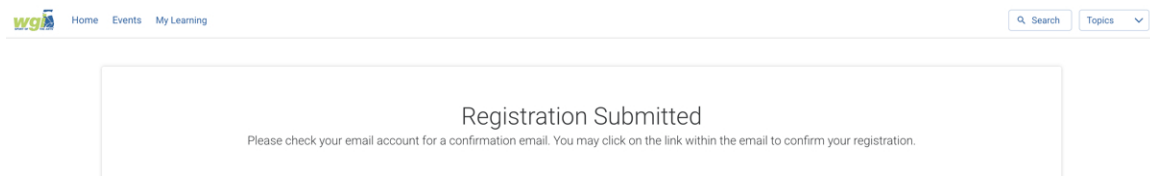
Which role(s) best describe you?
Group Director-Percussion x 

Which division do you teach in?
Percussion 

Percussion groups
Legacy Percussion x Thunder Indoor Percussion x 



10. Once you have successfully completed the registration process you will see this confirmation page. A verification email is on the way to the email you used to register.
Note: it may take a few seconds to generate the confirmation.



11. Check your email and look for the registration verification. This should arrive within 5 minutes of your submitted registration - be sure to check junk or spam folders.
Click on the link provided in the email to verify your account.

