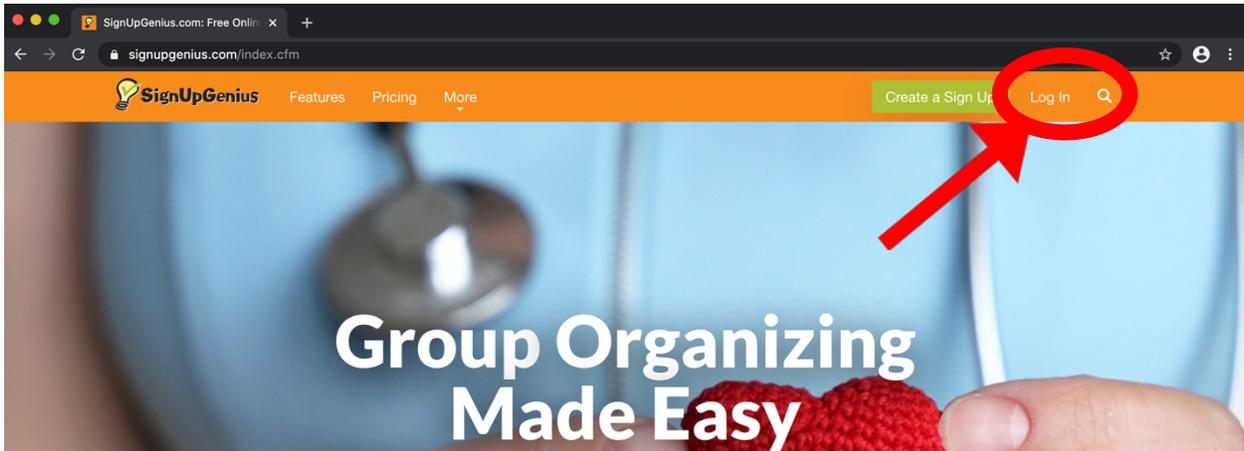


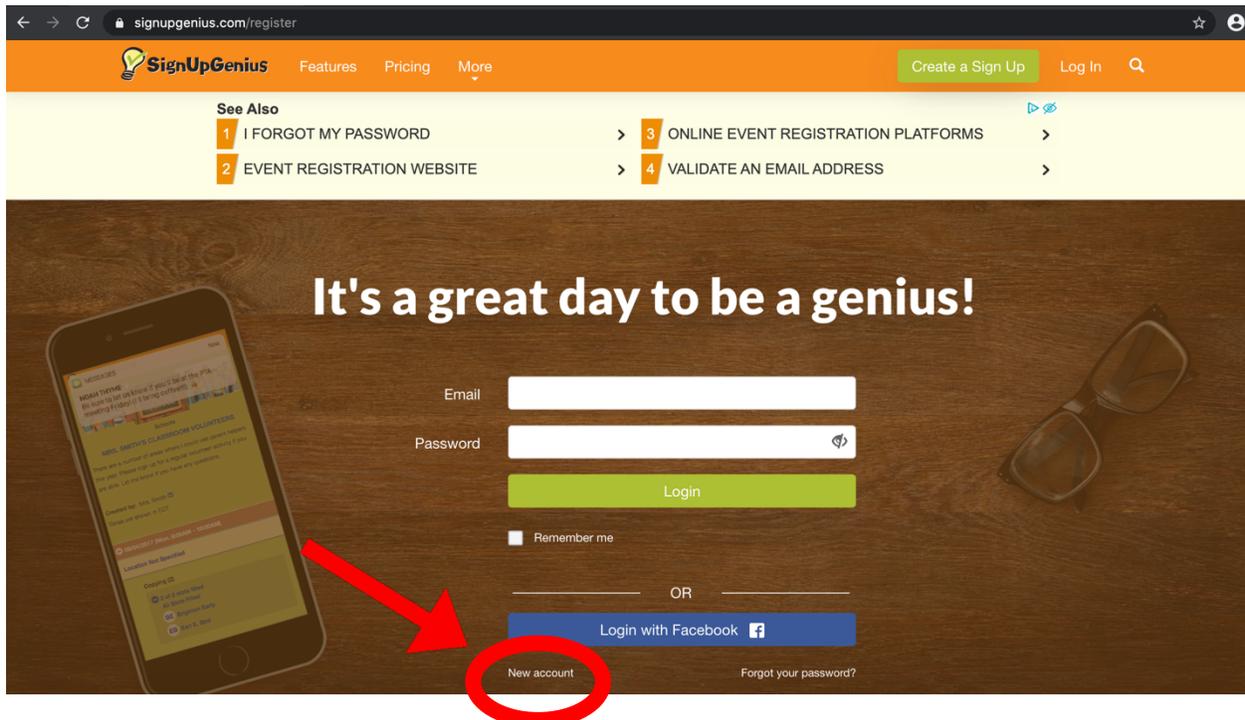
## HOW TO CREATE A SIGNUP GENIUS ACCOUNT

STEP 1: Head to Signupgenius.com

STEP 2: Click on “Log In”



STEP 3: Click on “New Account”



Step 4: Fill out your Name, your current email address, and create a password (Note: You will need to use this log in to create future appointments too)

Step 5: Click on “Register Now”

signupgenius.com/register#/registration

# It's a great day to be a genius!

Membership is FREE and makes it easy to create a sign up or manage the items you sign up for!

Name

Email

Password   

8 character min. with a number, symbol, upper, lower case letter

I'm not a robot  reCAPTCHA Privacy - Terms

[Register Now](#)

by clicking you agree to our [Terms of Service](#) and [Privacy Policy](#).

Already a member? [Login](#)

Step 6: Go to your email, you should receive a confirmation email from Sign Up Genius. Click on “Activate Your Account”.

Step 7: Once your account is activated, you are now ready to schedule a visit. See steps below.

# HOW TO SCHEDULE A VISIT WITH SIGN UP GENIUS

STEP 1: Using your email, click on the following

link <https://www.signupgenius.com/go/904044aa9af22a4fd0-neshaminy>

The screenshot shows a web browser window with the URL [signupgenius.com/go/904044aa9af22a4fd0-neshaminy](https://www.signupgenius.com/go/904044aa9af22a4fd0-neshaminy). The page features a dark blue header with the SignUpGenius logo and navigation links: Features, Pricing, and More. A green 'Create a Sign Up' button is visible. Below the header is a yellow 'Admin Tools' bar with buttons for 'Edit Content', 'Send a Message', 'Reports & Stats', 'Add / Edit / Delete People', and 'Print Version'. The main content area has a dark blue background. On the left, there is an illustration of a hand holding a smartphone displaying a green checkmark. To the right, the text reads: 'Visitors Neshaminy Manor Visitor We are so excited that the residents here at Neshaminy Manor can finally reunite in person with their loved ones! In order to keep everyone safe during these visits we have implemented a few safety guidelines: 1. Please arrive promptly at your scheduled time. When you arrive we ask visitors to wait in their car or designated waiting area at the front of the building. DO NOT enter the building. 2. We ask that all visitors come wearing a mask. Mask must be worn at all times unless talking with resident through the phone during visitation. Visitors must bring their own personal cell phone to communicate with resident through'. At the bottom, there is a 'Submit and Sign Up' button and a footer with copyright information: '©2020 SignUpGenius. All Rights Reserved. Privacy Policy | Terms of Service | Feedback and Help'.

STEP 2: Once on the sign-up page, look for your loved one's UNIT (Note: Only one unit will be allowing visits per day) For example: Tuesday is ONLY A0's visitation day. See schedule below.

Date (mm/dd/yyyy)	Location	Time (MDT)	Name <span style="float: right;"> Calendar View</span>
07/14/2020 (Tue.)	Front of the building (A0) UNIT ONLY	10:00am - 11:00am	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		11:00am - 12:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		2:00pm - 3:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		3:00pm - 4:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		4:00pm - 5:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		5:00pm - 6:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
07/15/2020 (Wed.)	Front of the building (A2) UNIT ONLY	10:00am - 11:00am	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>
		11:00am - 12:00pm	Name <span style="float: right;"><input type="button" value="Sign Up"/></span>

**EACH UNIT HAS A DESIGNATED DAY FOR SCHEDULING:**

**TUESDAY- A0**

**WEDNESDAY- A2**

**THURSDAY- A1**

**FRIDAY- C2**

Step 3: Once you select a date and time, check “Sign Up” and then hit “Submit & Sign Up” at the bottom of the page

Date (mm/dd/yyyy)	Location	Time (MDT)	Name  Calendar View
07/14/2020 (Tue.)	Front of the building (A0 UNIT ONLY)	10:00am - 11:00am	Name 
		11:00am - 12:00pm	Name 
		2:00pm - 3:00pm	Name 
		3:00pm - 4:00pm	Name 
		4:00pm - 5:00pm	Name 
		5:00pm - 6:00pm	Name 
07/15/2020 (Wed.)	Front of the building(A2 UNIT ONLY)	10:00am - 11:00am	Name 
		11:00am - 12:00pm	Name 



Private

Step 4: Fill out (1) Name of Resident, (2) Your Name, (3) Name of 2<sup>nd</sup> visitor if applicable, and (4) Your phone number

Step 5: Click on “Sign Up Now” to complete your scheduled visitation

## Sign Me Up

Sign me up for:

Name	Date (mm/dd/yyyy - MDT)	Name of Resident	Quantity
Name	Tue., 07/14/2020 10:00am - 11:00am	<input type="text"/>	1

Name  First  Last

Email

Already have a SignUpGenius account? [Login](#)

Phone  Mobile

Name of 2nd Visitor (Optional)

By signing up, you agree to the SignUpGenius [Terms of Service](#) and [Privacy Policy](#).

Once you have successfully signed up, you will be redirected to this confirmation page. A confirmation email will also be sent to your email. We look forward to seeing you! 😊

[Features](#) [Pricing](#) [More](#) [Create a Sign Up](#) DE 

## Thank you, [REDACTED]!

Your Sign Up is Updated!

The revisions you submitted for **Neshaminy Manor Visitor** are listed below.  
An updated confirmation email with an attached iCalendar has been sent to you.

✓ **Name**  
Name of Resident: Jane Doe  
Tue., 07/14/2020 10:00am - 11:00am MDT  
Location: Front of the building (A0 UNIT ONLY)

 [Add to Calendar](#)  [Edit My Sign Up](#)  [Contact Neshaminy manor](#)

[Back to Sign Up](#)