

# HOW TO: JOIN A TEAM

If your team has been a part of Let's Move in the past, then your team is most likely already in the system, so all you need to do is join a team.



1. Go to **www.LetsMovePBC.org**
2. Select the “Join a Team” button at the top right corner of the webpage
3. Create a Username and Password for your account
4. Fill out your personal information
5. Under “Join a Team,” select your team from the drop-down menu
6. Select your appropriate sub-team under the “Sub-Team/Department Name” drop-down menu
7. Click submit!



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## CREATE NEW ACCOUNT

**LOGIN INFORMATION**

Email address \*

A valid email address. All emails from the system will be sent to this address. The email address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by email.

Username \*

Several special characters are allowed, including space, period (.), hyphen (-), apostrophe ('), underscore (\_), and the @ sign.

Password \*

Password strength:

Confirm password \*

Passwords match:

Provide a password for the new account in both fields.

**PERSONAL INFORMATION**

First Name \*

Last Name \*

Phone Number \*

Please enter in XXX-XXX-XXXX format.

NOTE: If entering minutes for your group as a collective, you will only require one master login. If you have individual participants logging their own minutes, each participant will need to create their own account.

**JOIN A TEAM**

Organization / Team Name \*

- Select a value -

Sub-Team / Department Name \*

Enter the name of your team in the box above. Don't see your team? Click here to request the creation of a new team.

SUBMIT