# **Patron Online Registration Instructions**

- \*\* Existing Patrons please sign in. You will then be able to go directly to the course catalog and register for classes.\*\*
- To renew or become a patron you must create an ACE account. Click on the 'Sign In' option on the upper right corner of the page.
- Complete a profile to set up your account. You will be receiving two e-mails when setting up your profile: 1) confirming your user name, 2) confirming your password.
- Click on 'Course Catalog' at the top of the page. Click on the 'Become a Patron' button and add your Patron membership to your cart. (Please note you must be signed in and have the Patron registration in your cart before you will see the 'Add to Cart' button. If you remove the Patron registration you will not be able to register for classes until September 16.)
- Click Course Catalog at the top of the page to return to the class list. Select classes (add sections to your • cart) and check out.

### Courses are listed across the page by category:



#### Category

Sub-Category

Art Appreciation: Art, Music, Comedy, Magic Calligraphy

Astronomy **Classroom on Wheels** (cow)

Dance Golf Healthy Body

American Sign Language Apple Products - iPad French

iPhone - Mac Smart Phones/Tablets

## Select a sub-category to display classes. When you 'click' on the class title, course details will be displayed.

'Click' on title for class description.

The "Add to Cart" button

will only appear when

registration is open.

#### Get Your Hands Dirty: A Mini-Exploration of Handbuilding with Clay

Item: CACH2000 Th 10:00 AM - 1:00 PM Sessions: 3 Th 9/15/2016 - 9/29/2016 **\*\*Clay Not Included\*\*** 

Add To Cart

Gloria Singer STC Sarasota Bldg 5 Rm 5-107 Location: 4748 Beneva Rd Sarasota, FL 34233 Fee: \$99.00

Classes are added with the 'Add to Cart' button. Click on 'View Cart' to pay for your classes. Your receipt will be automatically emailed to you at your registered email address.