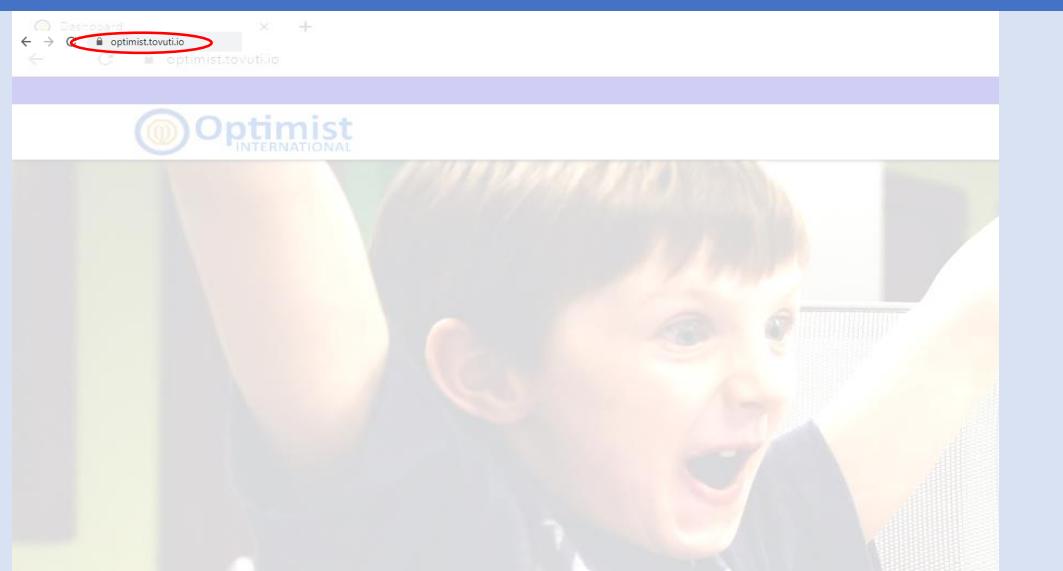
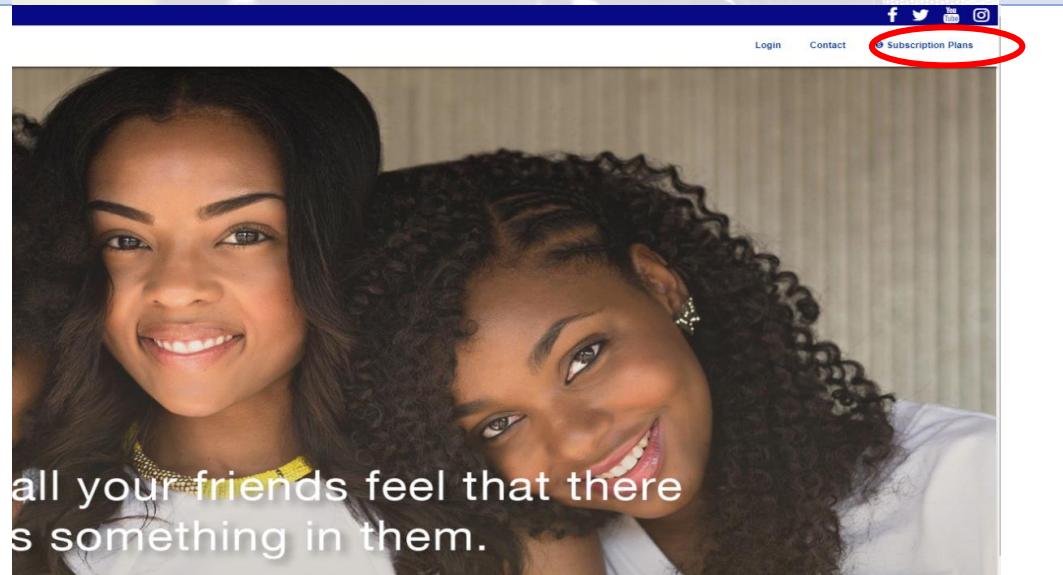
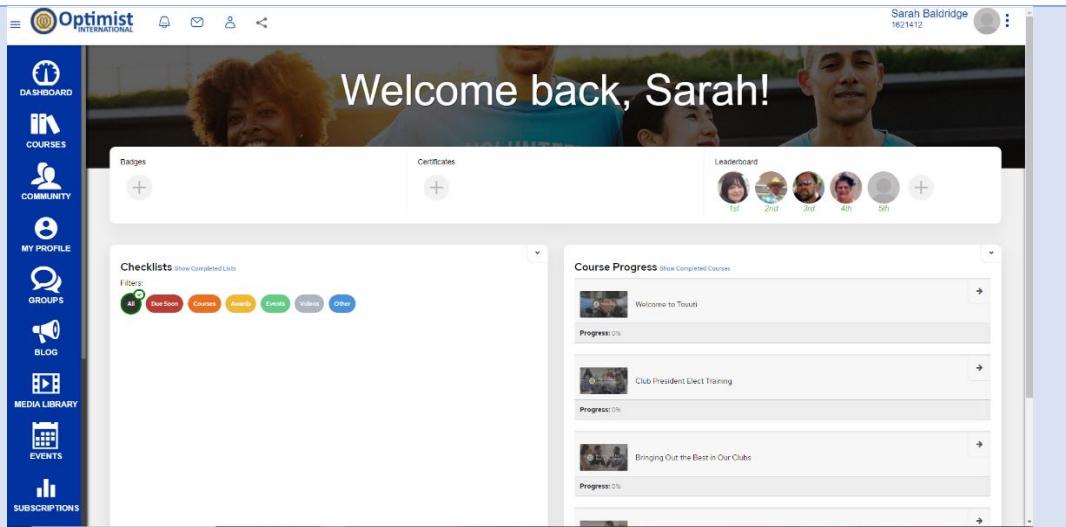


How to go from a Free to a Paid LMS License

STEP NUMBER	INSTRUCTIONS	ILLUSTRATION OF STEP
1	<p><u>Before starting, please have your Club and Member Number ready.</u></p> <p>Open the Optimist International LMS website. Go to: https://optimist.tovuti.io/ This will open the main page.</p>	
2	<p>Click “Login” It is located in the top right corner of the screen. Login with your existing credentials</p>	 <p>all your friends feel that there's something in them.</p>

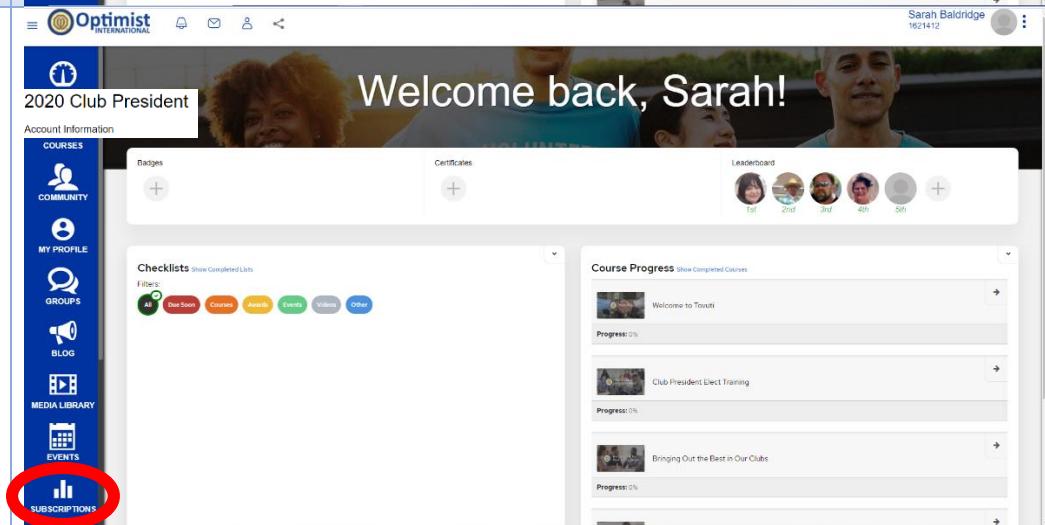
3

Once you have logged in you will be brought to this screen.



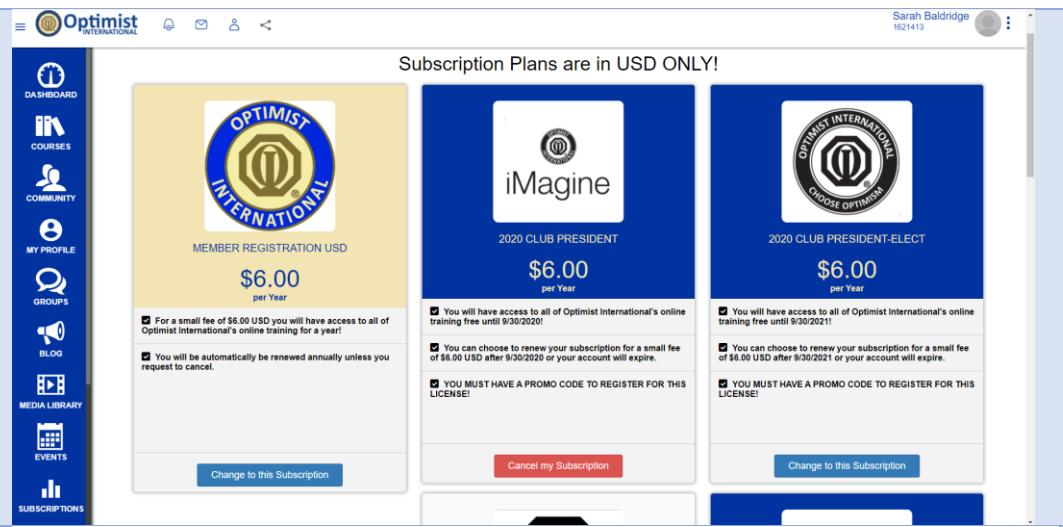
4

On the left hand side of the screen in the blue toolbar click on the "Subscriptions" button (circled in red)



5

You will then be brought to this screen. To pay for your subscription, click on the “Change to this Subscription” under **“Member Subscription”**



Subscription Plans are in USD ONLY!

MEMBER REGISTRATION USD
\$6.00 per Year

For a small fee of \$6.00 USD you will have access to all of Optimist International's online training for a year!

You will be automatically be renewed annually unless you request to cancel.

iMagine
2020 CLUB PRESIDENT
\$6.00 per Year

You will have access to all of Optimist International's online training free until 9/30/2020!

You can choose to renew your subscription for a small fee of \$6.00 USD after 9/30/2020 or your account will expire.

YOU MUST HAVE A PROMO CODE TO REGISTER FOR THIS LICENSE!

2020 CLUB PRESIDENT-ELECT
\$6.00 per Year

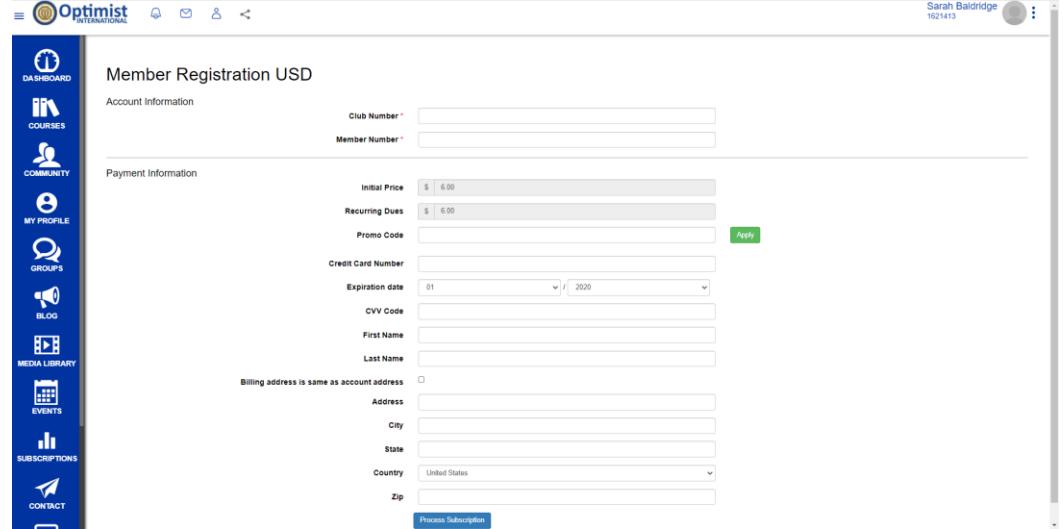
You will have access to all of Optimist International's online training free until 9/30/2021!

You can choose to renew your subscription for a small fee of \$6.00 USD after 9/30/2021 or your account will expire.

YOU MUST HAVE A PROMO CODE TO REGISTER FOR THIS LICENSE!

6

Fill out the required information.
When you are finished filling out the information. Click the blue “Process Subscription” button.



Member Registration USD

Account Information

Club Number:

Member Number:

Payment Information

Initial Price: \$ 6.00

Recurring Dues: \$ 6.00

Promo Code:

Credit Card Number:

Expiration date: 01 / 2020

CVV Code:

First Name:

Last Name:

Billing address is same as account address

Address:

City:

State:

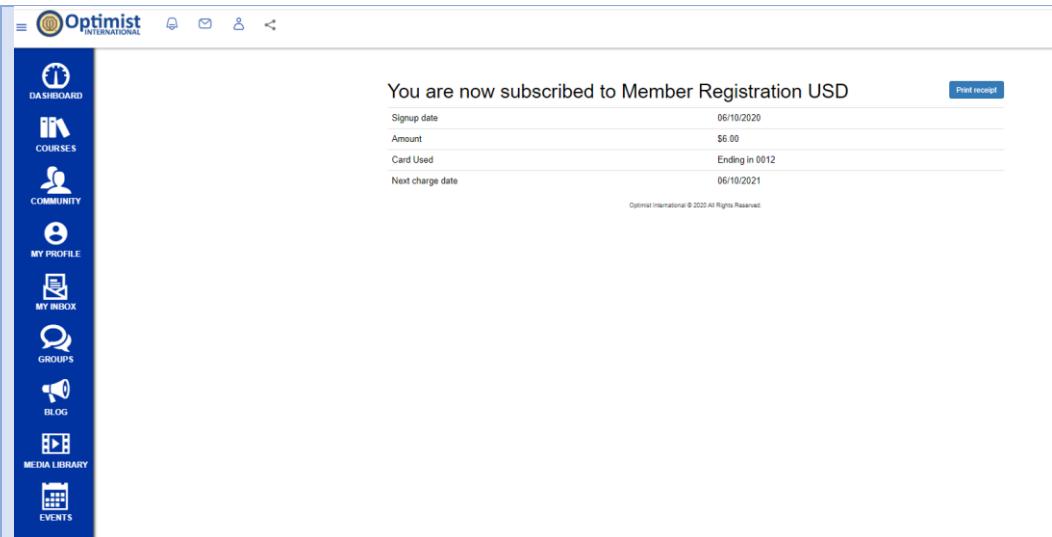
Country: United States

Zip:

Process Subscription

7

If you were successful, you will be brought to this screen. You can click on the blue “Print Receipt” button if you would like a receipt.



You are now subscribed to Member Registration USD

Print receipt

Signup date 06/10/2020

Amount \$6.00

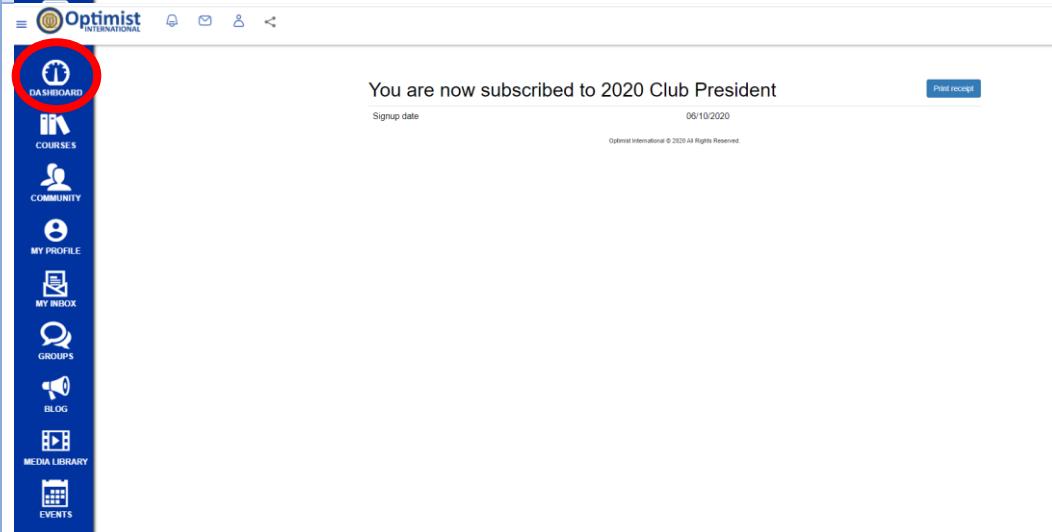
Card Used Ending in 0012

Next charge date 06/10/2021

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8

Click on the “Dashboard” Icon and continue your training.



You are now subscribed to 2020 Club President

Print receipt

Signup date 06/10/2020

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If you have any questions, please contact Michelle Turner at lms@optimist.org