

INSTRUCTIONS – Knightdale Parks & Recreation - Online Registration –

SeniorTechEd Courses

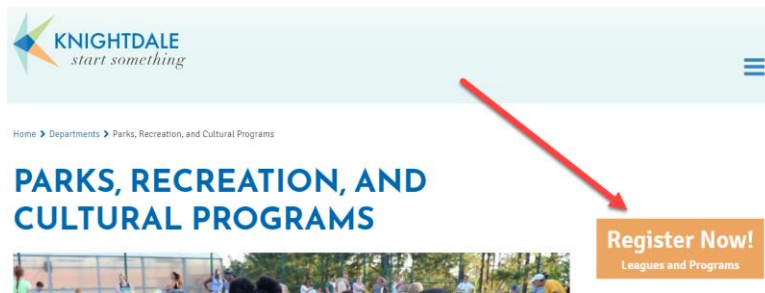
Knightdale Parks & Recreation – 919-217-2232;
<https://www.knightdalenc.gov/departments/parks-and-recreation>

SeniorTechEd

Prior to registering online for any SeniorTechEd courses you must have a Knightdale Parks & Recreation (K-P&R) account. To obtain your account, you must call the Knightdale Parks & Recreation office at 919-217-2232 to request your personal password.

Once you have your K-P&R account, follow these instructions:

1. On internet, in Address bar type and enter:
<https://www.knightdalenc.gov/departments/parks-and-recreation>
2. On Knightdale P&R Home Page, click on the “**Register Now**” button



3. This takes you to the: <http://www.knightdalerepay.com/> page. Click on the “**Courses**” button on the far left menu.



4. On the Courses page (<https://knightdalerepay.com/CourseActivities.aspx?id=18>), click on “**SeniorTechEd**” in far left menu under Recreation Center Programs

Search by keyword or course# Category Sub Category

Search Expand All Reset Search Toggle Advanced Search

- Adult Leagues
 - Basketball
- Recreation Center Program
 - Senior TechEd
- Special Events
 - Parade

5. This takes you to the Courses & Activities listing of SeniorTechEd's classes – date and time – at Knightdale Recreation Center.
<https://knightdalerepay.com/CourseActivities.aspx?id=18>

6. Find the class you wish to attend and click on the “**Register**” button”

<p>728 - Senior TechEd - Open Help Workshop</p> <p>★ New</p> <p>Info Share</p> <p>Registration begins in 54 days 13 hours</p>	<p>Location: Knightdale Recreation Center</p> <p>Fee: Res \$5.00 / Non-Res \$5.00</p>	<p>Start - End: 12/17/18 - 12/17/18</p> <p>Days: Mon 1:30PM</p>	<p>Age: All Ages</p> <p>Grade: N/A</p> <p>Gender: Co-Ed</p>
<p>739 - Senior TechEd - Working With Windows 10</p> <p>★ New</p> <p>Info Share Register</p>	<p>Location: Knightdale Recreation Center</p> <p>Fee: Res \$20.00 / Non-Res \$20.00</p>	<p>Start - End: 10/24/18 - 11/14/18</p> <p>Days: Wed 1:30PM</p>	<p>Age: All Ages</p> <p>Grade: N/A</p> <p>Gender: Co-Ed</p>
<p>740 - Senior TechEd - Cloud: MS OneDrive</p> <p>★ New</p> <p>Info Share Register</p>	<p>Location: Knightdale Recreation Center</p> <p>Fee: Res \$10.00 / Non-Res \$10.00</p>	<p>Start - End: 10/29/18 - 10/29/18</p> <p>Days: Mon 1:30PM</p>	<p>Age: All Ages</p> <p>Grade: N/A</p> <p>Gender: Co-Ed</p>

7. You will enter the Knightdale payment and login screen
<https://knightdalerepay.com/Login.aspx> In order to continue, you must have a Knightdale Parks&Rec account with email ID and password,

8. OR , at this point, you can obtain one by clicking on the “**Obtain Account**” button:

Sign In

Email

Password

Sign In

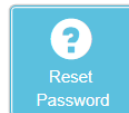
Reset Password Obtain Account

9. Once you click on the “***Obtain Account***” button, a dialog box will appear with instructions – you must call the Knightdale Parks & Recreation office at 919-217-2232 to request your personal password **prior** to registering on-line.

How to obtain an account

Our new system is password protected and requires all users to contact the Knightdale Parks & Recreation office at 919-217-2232 to request your personal password prior to registering on-line.

Please Note: Even if you have previously registered with us on-line, as of 11/18/13, you must call to establish your password.



10. After obtaining your K=P&R account and password, you can register for any Senior TechEd courses taught at Knightdale. Subsequently, you can use this same step-by-step procedure to change your password

Reset Password

E-mail

[Reset Password](#)

Please enter your e-mail address and click **RESET PASSWORD**. If your email address is on file, you will be sent an email with instructions on how to reset your password.

The Town of Knightdale will send you instructions to change your password. You can also follow these instructions to register for classes in subsequent semesters.