



## Registration Instructions

### Respect in Soccer for Ontario Soccer Association - Registration and Re-Access Information

Website for Coach/Activity Leader: <https://ontariosoccer.respectgroupinc.com>

#### Registration Information:

- Once at the site, the default language is English. Click the link "Francais" to convert registration to French
- Select "Register a New User"
- If you have previously certified in the Respect in Sport Activity Leader program, Respect in Sport for Hockey Canada (sometimes referred to as SpeakOut Online), or Respect in School, enter your existing certification number in the box provided and select Check. Once your profile has been found and loaded, complete the registration and select Submit.
- If you have not completed a Respect Group Inc. program previously, complete the displayed registration fields. All fields marked with a red X are mandatory and must be completed.
- For Username and Password, you may select any entries you wish however spaces may not be included in the entries. *Respect Group Inc. recommends using your email address for the username as this is always unique to a single individual.* Please note these fields are case sensitive, and on re-entry, must be entered exactly as during registration.
- You will be asked to select your Soccer Club and District Association during registration. Please select only one at this time (Select the Club where you are registered as a competitive head coach). You will also be asked to confirm this selection after registration is complete. Once you are in the program, you may connect your profile to additional sports by selecting Profile, followed by selecting the Show Access Groups.
- Once registration is complete, select Submit at the bottom of the page. With successful registration, you will be taken to the program Home page.
- Select the appropriate language button to access the program instructions and content.

#### Re-Access:

- Return to the website address above (same address as for registration)
- Enter your username and password in the selection boxes indicated (username and password are case sensitive)
- Select "Login"
- For Username/Password assistance, click on Forgot Username? or Forgot Password? on the login page

#### General Information:

- Respect Group Inc. programs make use of Pop-Up windows within the program. Please ensure Pop-Up blockers are turned off or, when prompted, set to allow pop-ups from the identified web address.
- Once in the program, select Help if technical assistance is required. The Help files provide easy tools to provide assistance