



## User Instructions for Respect in Sport Parent Program

The following brief instructions are provided to assist with accessing and advancing through Respect in Sport.

Registering for Respect in Sport: <https://osaparent.respectgroupinc.com>

- Click on the link or button displayed to access the program. By default the system will load in English. Click the word "French" to translate the page.
- Select "Register a New User"
- Create a username and password for yourself to enter in the appropriate fields. Respect Group Inc. recommends using an email as a username as this is generally unique to an individual and not easily forgotten.
- Complete all fields. Any fields identified with a red X is a mandatory field and must be completed. Other fields are considered optional but are requested by your organization.
- Any field with a "?" in a circle beside the red X has a tool tip. If you run your mouse over the tool tip, more information about that field will be displayed.
- Review and accept the Respect Group Inc. privacy policy.
- Click Submit at the bottom of the page.
- On successful registration submission, you will have a "Continue Registration" page displayed. This is the page which displays the cost of the program. Click Purchase
- A new page will be displayed indicating what program access you are purchasing. All transactions will be completed via PayPal. Click "Proceed to Checkout" to complete the purchase. This transaction will take place on the secure PayPal website. Respect Group Inc. personnel and systems will never have access to credit card information.
- Once purchase has been completed, you will have access to Respect in Sport.
- Once in the program, click on your language of choice to access the program content pages.
- Enjoy Respect in sport.

## Re-accessing Respect in Sport

- Click on the link or button displayed to access the program. By default the system will load in English. Click the word "French" to translate the page.
- Enter the username and password you entered while registering for the program