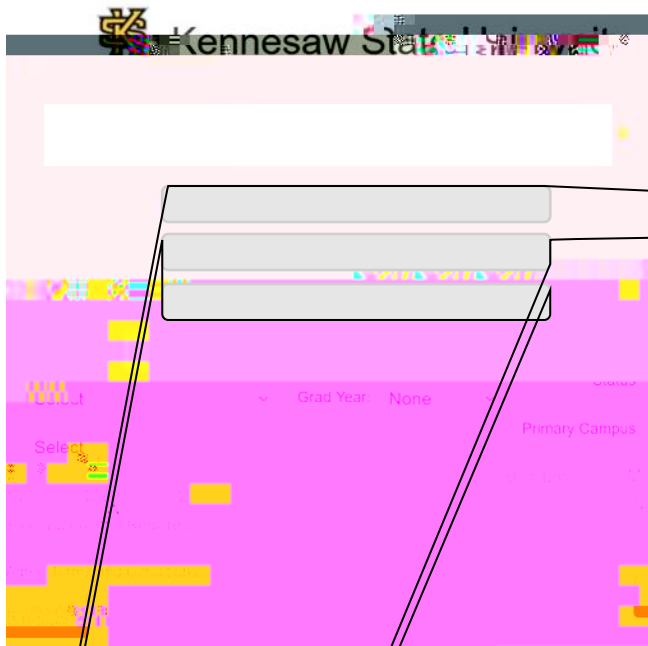


1. Navigate to the KSU Sports and Recreation Membership Portal
 - <https://mysportsrec.kennesaw.edu/>
2. Click on

3. Click on _____ and login in with KSU credentials

4. If a student has not already signed a facility waiver you will need to scroll to the bottom and select accept on the waiver.
 - Signing the waiver is common for first year students, the waiver must be signed before entrance is admitted to any Sports and Recreation facilities
5. Click on the _____ icon at the bottom of the screen

6. Check contact information is correct on IMLeagues Software Registration Page
 - First Name, Last Name, and Email address are automatically loaded into software via student account
7. Fill out all remaining information: gender, year in school/grad year, primary campus, and birthdate
 - Please utilize public gender identity
 - Primary campus is utilized for demographic reporting
- 8.



9. Once account creation is complete, the IMLeagues homepage will load. This page will be the starting point for many of the remaining tutorials.

