

# How to find programs online in WebReg

If you need to create an account, contact any Burnaby recreation centre or culture facility. Everyone needs an account with a PIN number set up prior to registration. To browse programs:

1. Check out the Program Guide online: [Burnaby.ca/ProgramGuide](http://Burnaby.ca/ProgramGuide) or;
2. Visit [Burnaby.ca/Active](http://Burnaby.ca/Active) and select the age group you're interested in.
3. Use the "Complex" filter in the top right to search programs by location.
4. Click on the "show courses" button of the program you're interested in to see all the details.

## TIPS & TRICKS

- » You can also search for programs under "Advanced Search".
- » Enter a description under "Containing Keyword". Examples of keywords are "swim," "yoga", "dance" and "painting".
- » You can also filter results by selecting dates and days of the week.
- » Once you find programs you're interested in, note the program name and the barcode so that you can find it easily again when registration opens.

## HOW TO REGISTER ONLINE

Sign up for a WebReg online account in advanced of registration day. Watch our short video: [Burnaby.ca/HowtoRegister](http://Burnaby.ca/HowtoRegister)

1. Find the course you want to register for by searching for the activity name or barcode.
2. Select the course you want and click "Add".
3. Login with your client number and family PIN (contact a facility if you don't have this).
4. Click on "Go to Checkout", and pay for your course.
5. If you want a receipt emailed to you, click on "My Account" at the top right of the page and click "Thank You" (under "Current / Future Registrations").

The screenshot displays the WebReg website interface. At the top, there are navigation tabs for "Start", "Programs", and "Memberships", along with a "Cart (0)" button. Below the navigation, there is a "Barcode Search" section with an input field for "Enter barcode number". To the left, an "Advanced Search" sidebar is highlighted with a red box, containing options for "Currently searching: Adults", "Containing Keyword", "Start date between", "Days of the Week" (with "All" selected), and "Registrant's age". The main content area shows a list of programs, with the "Complex" filter dropdown highlighted by a red circle. The first program listed is "Abstract Painting: Form & Texture", followed by "Access - Social Club", "Acrylic Painting - The Palette Knife", and "Active Aging Fitness Cameron". Each program listing includes a "Show Courses" button and a brief description of the activity.