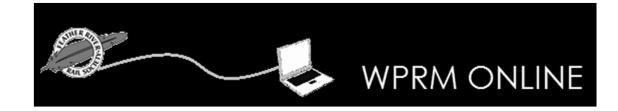




Celebrating the legacy of the Feather River Route



How to Sign Up to Work on the Train Crew



Paul Finnegan Last revised 1/16/23

Sign Up for Crew at wplives.org

- Access the:
 - "Operating Department Crew Sign Up Tool"
 - From the "Members" pull down menu
 - From the Operating Department web page
 - From other web pages where you see the
 - button:

Operating Dept Crew Sign Up



Sign Up Fo

Use Crewmember list pull down to find your name....

Enter your FRRS membership number.

If not on Crewmember list, enter your first and last names.

Check the date(s) you want to work.

Enter your email address (twice.)

Confirm you are not a robot.

Submit your sign up.

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If you submit this request, it will send email to the crew caller.	If you submit	his request, it will send email to the crew caller.	

RAIL SO



3 RAILS

Check Your Email for a Message

- You should get an email from "wplives"
 - Depending on how busy our web hosting mail system is, it may be immediate or a few minutes or maybe up to an hour before you receive your message.
- The email will list the name signed up and the dates.
- The email will also have a link to a web page to confirm and complete the sign up process.
- You must click the confirm button to complete the sign up process.
- Click on the link and the confirmation web page should display....



Sign Up Confirmation Web Page

WPRM/FRRS Train Crew Sign Up Confirmation

This is request# 20151208133138 Confirm Sign Up for Train Crew: Confirm

Click on the "Confirm" button to complete your sing up.



Confirmation of Sign Up In a few seconds after you click the "Confirm" button, the *"Extra Board"* should display with your sign up on it.



Operating Dept Crew Sign Up

WPRM Train Crew Extra Board	
Date	Crew:
05/28/16	
05/29/16	
05/30/16	Memoríal Day :
06/04/16	
06/05/16	
06/11/16	
06/12/16	
06/18/16	
06/19/16	
06/25/16	
06/26/16	
07/02/16	
02/02/4/	



If You Need to Cancel...

- We realize things happen in life. If you need to cancel a sign up, please send email to crew_caller@wplives.org
 Please include:
 - Your name
 - The date(s) you want to cancel
 - The request number if you know it from the confirmation email
 - Including the confirmation number makes it easier to cancel your sign up, but if you don't have it the crew caller can look it up



Revision History

2015-12-08 Paul Finnegan - new.

2015-12-27 Paul Finnegan – Updated Extra Board graphic. Minor wording changes.
2016-01-25 Paul Finnegan – Updated for reCAPTCHA and other minor changes.
2016-02-14 Paul Finnegan – minor update to fix italics and add a few more words.
2023-01-16 Paul Finnegan – updated slide 3 (After a few seconds....), updated mail sender on slide 4