My Active Center

How to Register Online

The new My Active Center website is an easy and convenient way for you to sign up online for the Cobb Senior Services activities you are interested in. This guide will walk you through the process of getting registered and signing up for your activities. For assistance with any of the steps, you can give any of the centers below a call:

Austell Senior Center
4915 Austell-Powder Springs Rd
Austell, GA 30106
770-819-3200

Senior Wellness Center
1150 Powder Springs Street, Suite 100
Marietta, GA 30064
770-528-4088

Freeman Poole Senior Center
4025 South Hurt Rd
Smyrna, GA 30082
770-801-3400

Tim D. Lee Senior Center
3332 Sandy Plains Rd
Marietta, GA 30066
770-509-4900

Marietta Senior Center
1150 Powder Springs St., Ste 100
Marietta, GA 30064
770-528-2516

West Cobb Senior Center
4915 Dallas Highway
Powder Springs, GA 30127-4488
770-528-8200

North Cobb Senior Center
4100 Old Hwy 41
Acworth, GA 30101
770-975-7740

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Before you register on My Active Center, you need the three things listed below. If you have never participated at a Cobb Senior Center, call a center to start the process (see previous page for the center contact information).

1 – A current email address. Please have your current email address ready, or create an email before attempting registration.
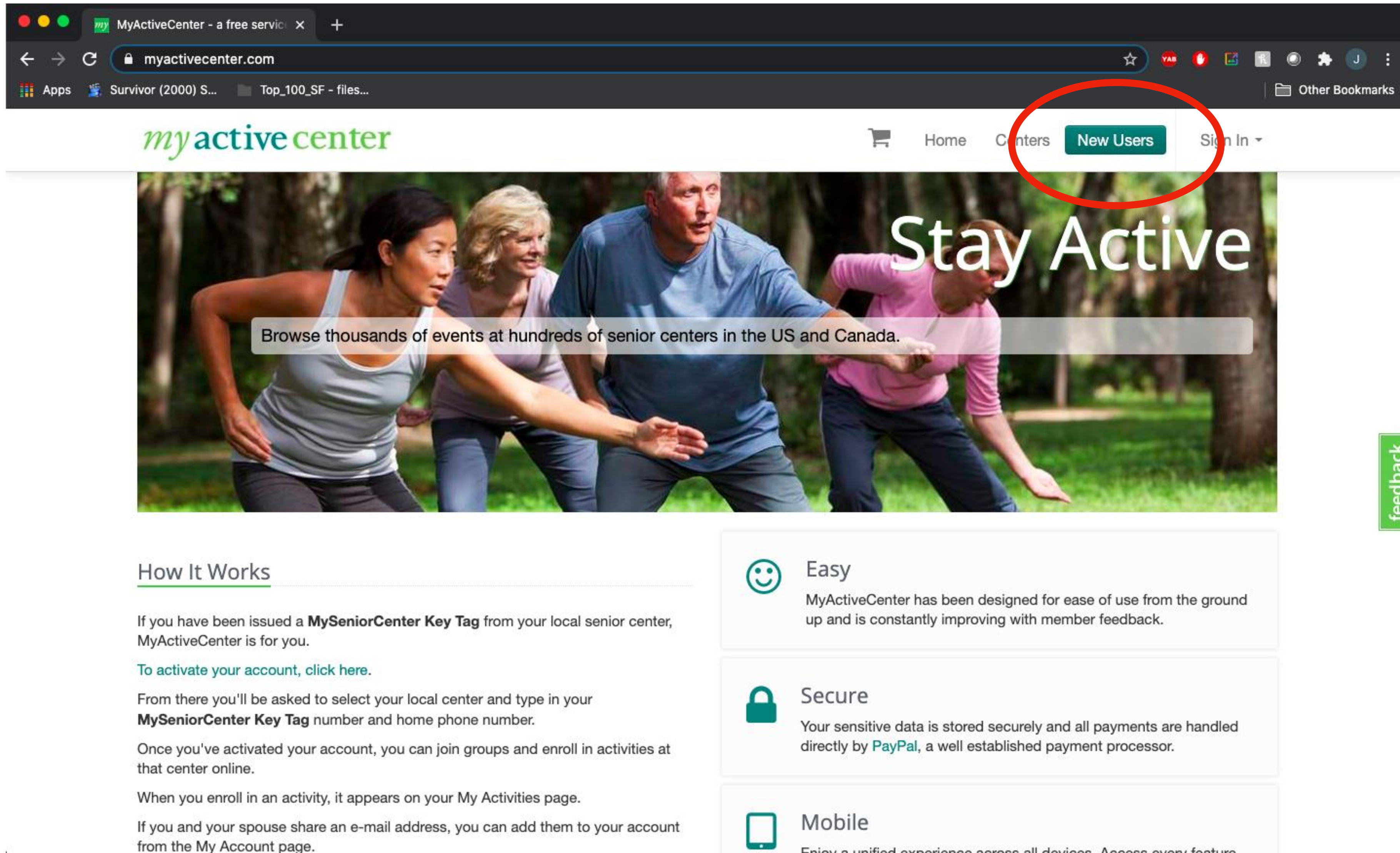
2—Your key tag number. This is the fourteen digit number on the back of your CSS card. If you have a card, you will need to first call a center so they can input your card number into our new system. If you don't have one, call a center to begin the process of creating an account.

3—The phone number that is on file with Cobb Senior Services. If you are unsure what number we have on file for you, confirm with a center.

Now that you have all of your information handy, the first step is to register in the system so that you can log on and use it anytime.

1. Go to the website www.myactivecenter.com. Click the "**New User**" button at the top right side of the screen.
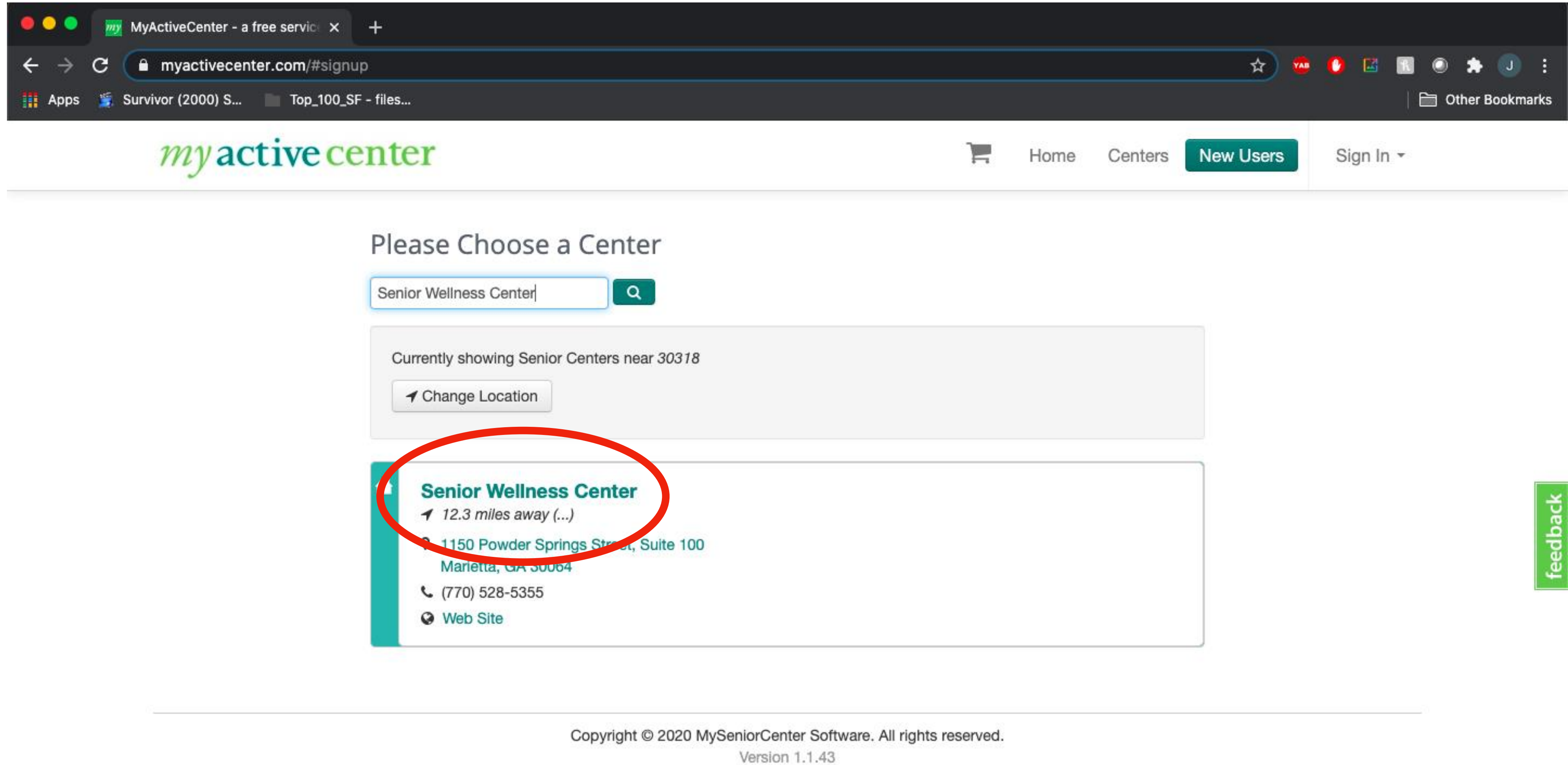
2. A new screen will appear with a list of senior centers near you (your internet service detects your zip code and lists the centers in your area). If you do not see your senior center listed, you can easily find it by typing the name in the search field or clicking **"Change Location"** and typing in your zip code.
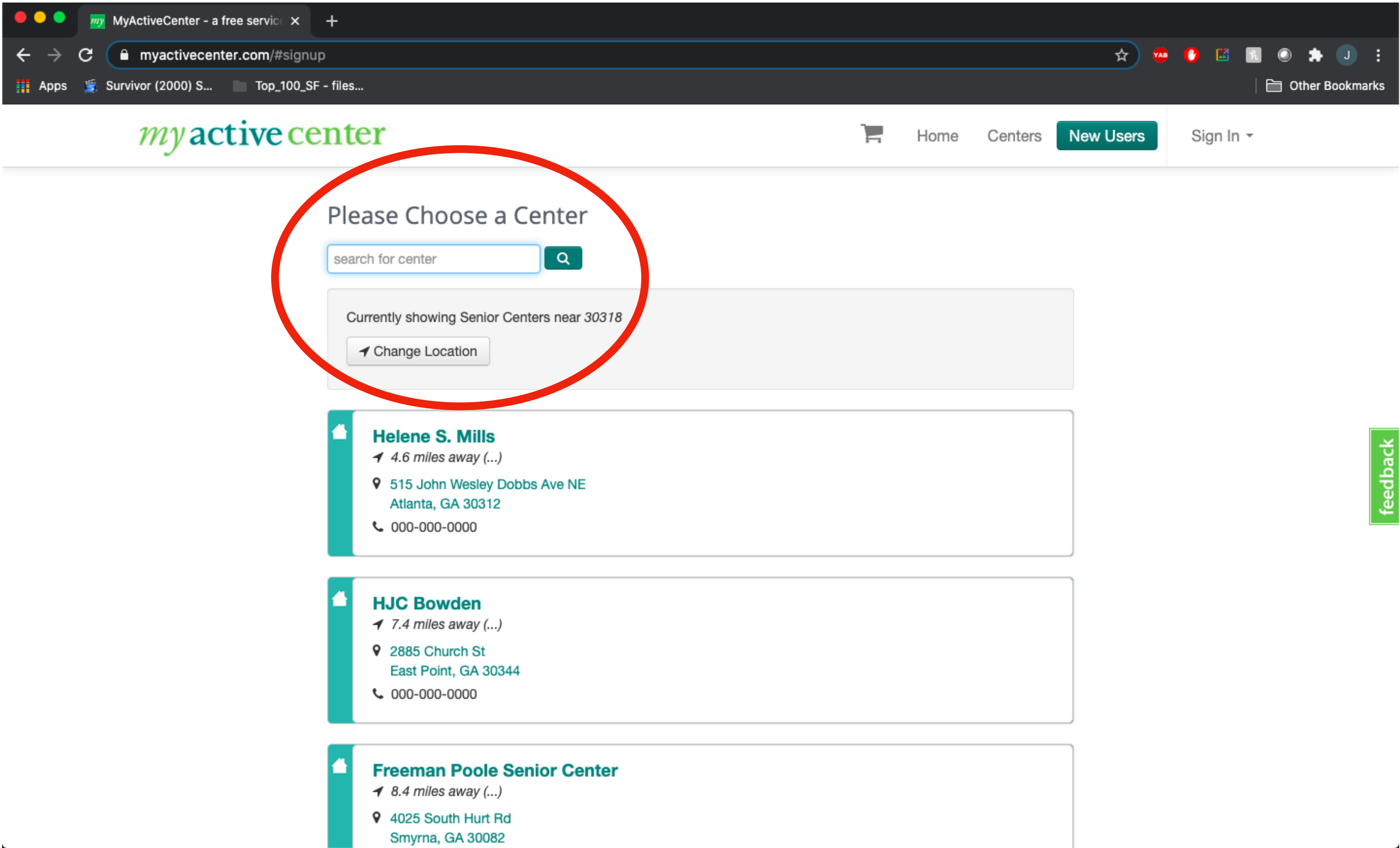
3. Click on the name of the senior center.

4. Complete the form then click continue.

1. Enter the fourteen digit ID on the back of your CSS card.

(NOTE: Your card will not have an X, enter your number with no spaces)

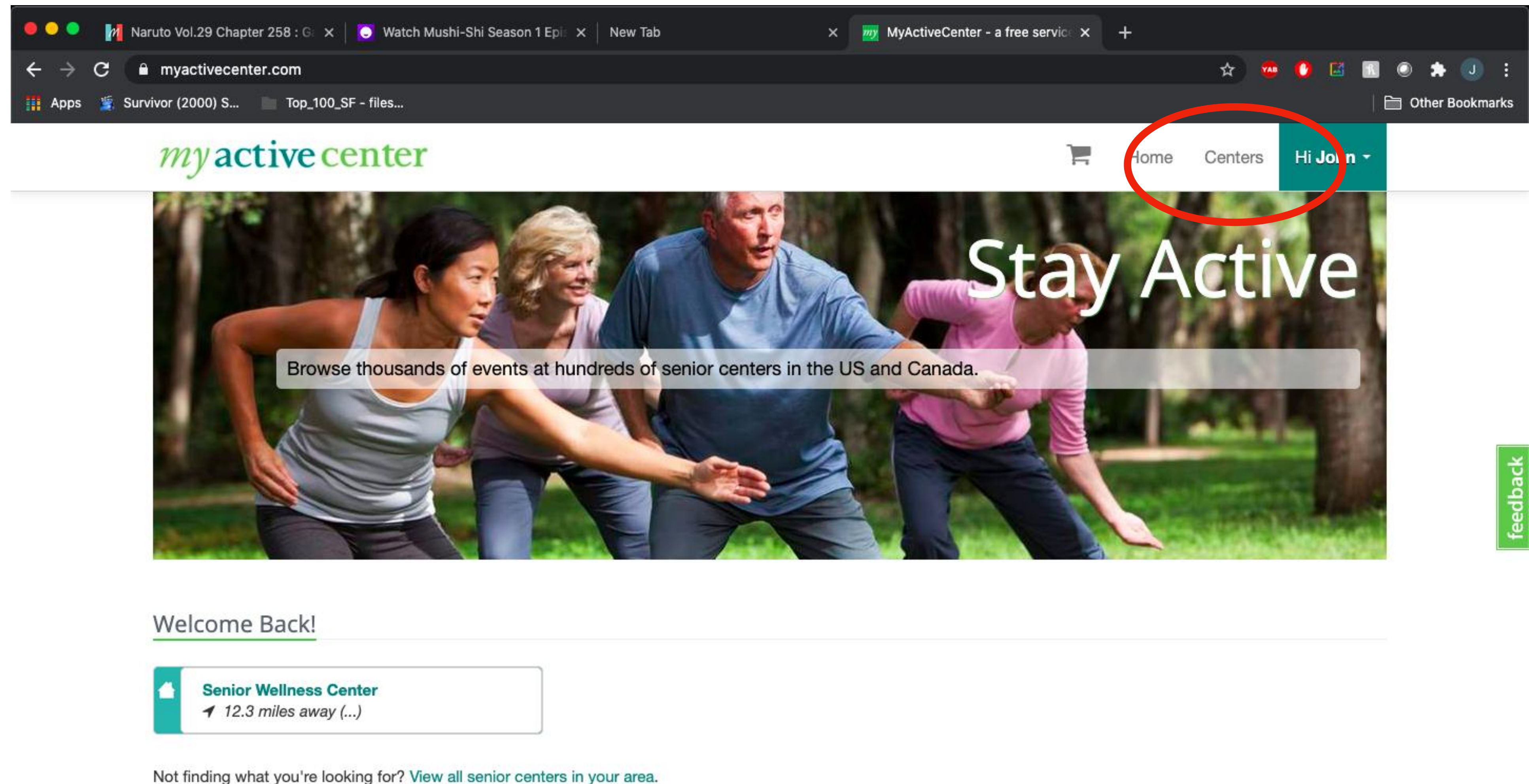**2. Enter your phone number.**

3. Enter your email address.

4. Enter your preferred password, then confirm.

5. If you are sharing an account with a spouse, check the box and enter their information.

6. Click continue.

MyActiveCenter - a free service

myactivecenter.com/#signup/USA.GA.Marietta.Senior-Wellness-Center

Apps   Survivor (2000) S...   Top_100_SF - files...   Other Bookmarks

my active center

Home   Centers   New Users   Sign In

Senior Center   **Senior Wellness Center**   Change

Key Tag Number   X000000

The number on the back of your MySeniorCenter Key Tag (including the "X" prefix if applicable)

Home Phone Number   555-555-5555

Your phone number is only used to verify your identity. You should use the same number that is on file with the senior center that issued the key tag.

E-mail Address   jsmith@gmail.com

Password   ********

Confirm Password   ********

☐ My spouse and I share an e-mail address and I would like to add him or her to this account

Continue

feedback

https://myactivecenter.com

5. After you click "Continue", you have successfully completed registration! The next screen will display the activities available at your senior center, and you are ready to sign up for classes. You are not limited to registering at the center with which you originally registered. Simply click on the **"Centers"** link at the top of the page and choose the center for whose activities you want to register.

Now that you have created an account in the online system, you can use My Active Center to register for activities. Below are the steps for getting signed up.

1. If not already signed in on the www.myactivecenter.com website, click "**Sign In**" located at the upper right corner of the screen.
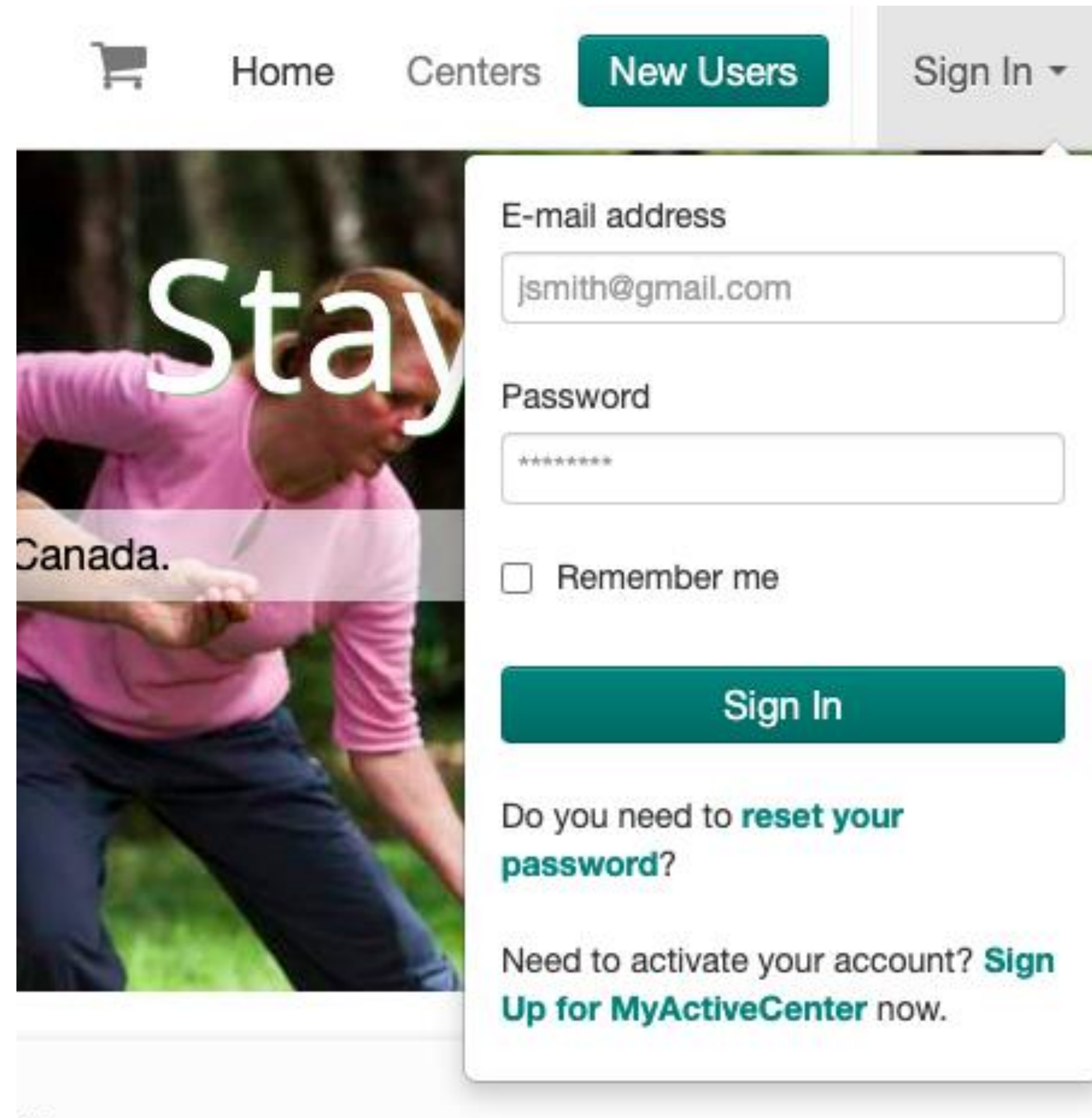
2. When you click "Sign In", a window will open. Enter your email address and the password you created when you registered. Click "Sign In".

3. After you click "Sign In", the next window will display your name in the upper right corner. The right side of the screen will display your selected senior center. On the left of the screen, available classes and activities will be listed.

4. Classes are listed in alphabetical order. You can find the class you are looking for by either scrolling down the list, or typing the name of the class in the search window at the top of the list. Click on the name of your activity.

5. A calendar will open that displays the class details (class name, time, and dates). The calendar will display the days and times the activity will occur.

6. When you click on the class date/time, a "Register" button will appear at the top of the calendar. Click as many dates as you want before you click the "Register" button.

7. After you click "Register", a window will open that displays the schedule for the class you have selected. After confirming the information is correct, click "Register."

Activity Registration

Selected Activities

| Name	Dates	Price
Afternoon Meet Up	Jan 11th 1:00 pm - 2:45 pm	$0
	Jan 13th 1:00 pm - 2:45 pm	$0
	Jan 19th 1:00 pm - 2:45 pm	$0

Total $0.00

Cancel   Register

8. The Activity Registration window will pop up, confirming that the class you selected has been added to your My Active Center calendar. You have now successfully registered for a class at your senior center! Click "**Continue Shopping**" at the bottom of the pop up window.
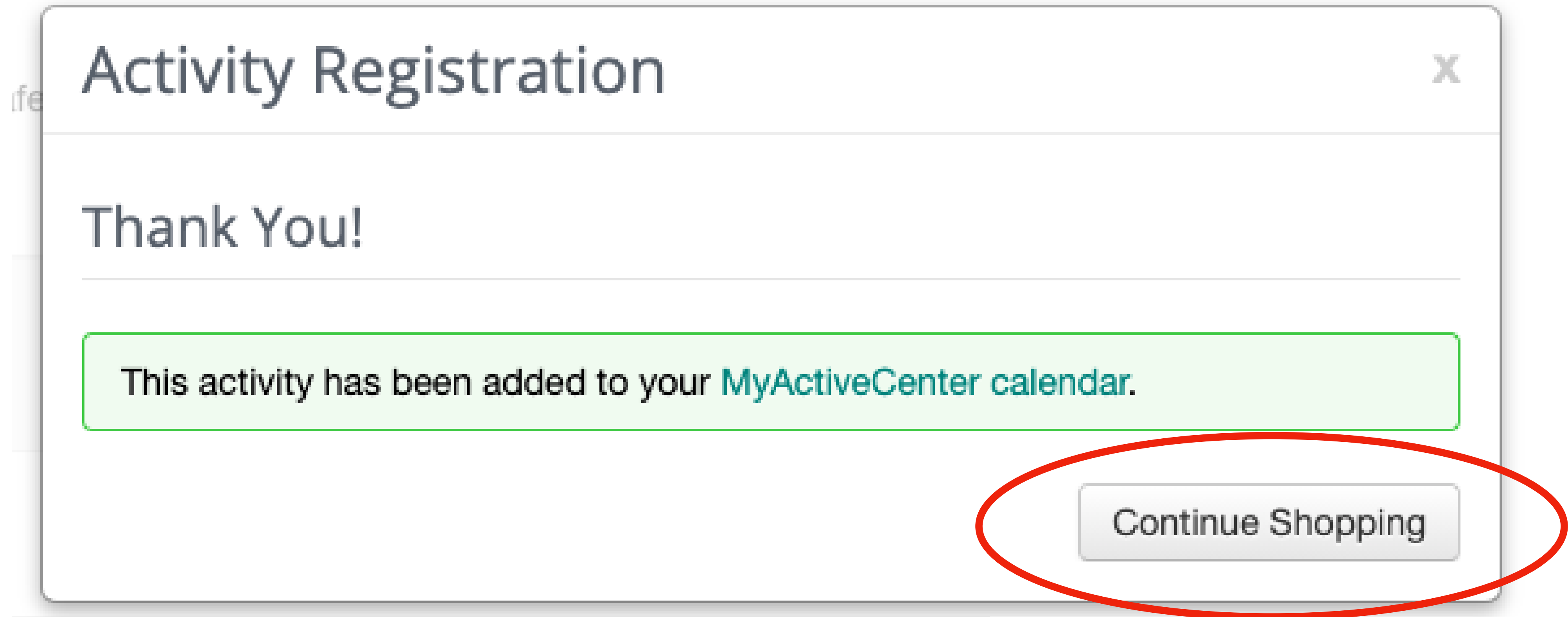
9. After you click "Continue Shopping", you will be returned to the class calendar. You are now officially registered for that event. To register for additional activities, click "**Activities**" at the top right of the screen, and repeat the steps 4 through 10.

10. In order to view all of the classes for which you have registered, click on your name in the upper right corner of the screen. A drop down window will open. Click "My Activities".
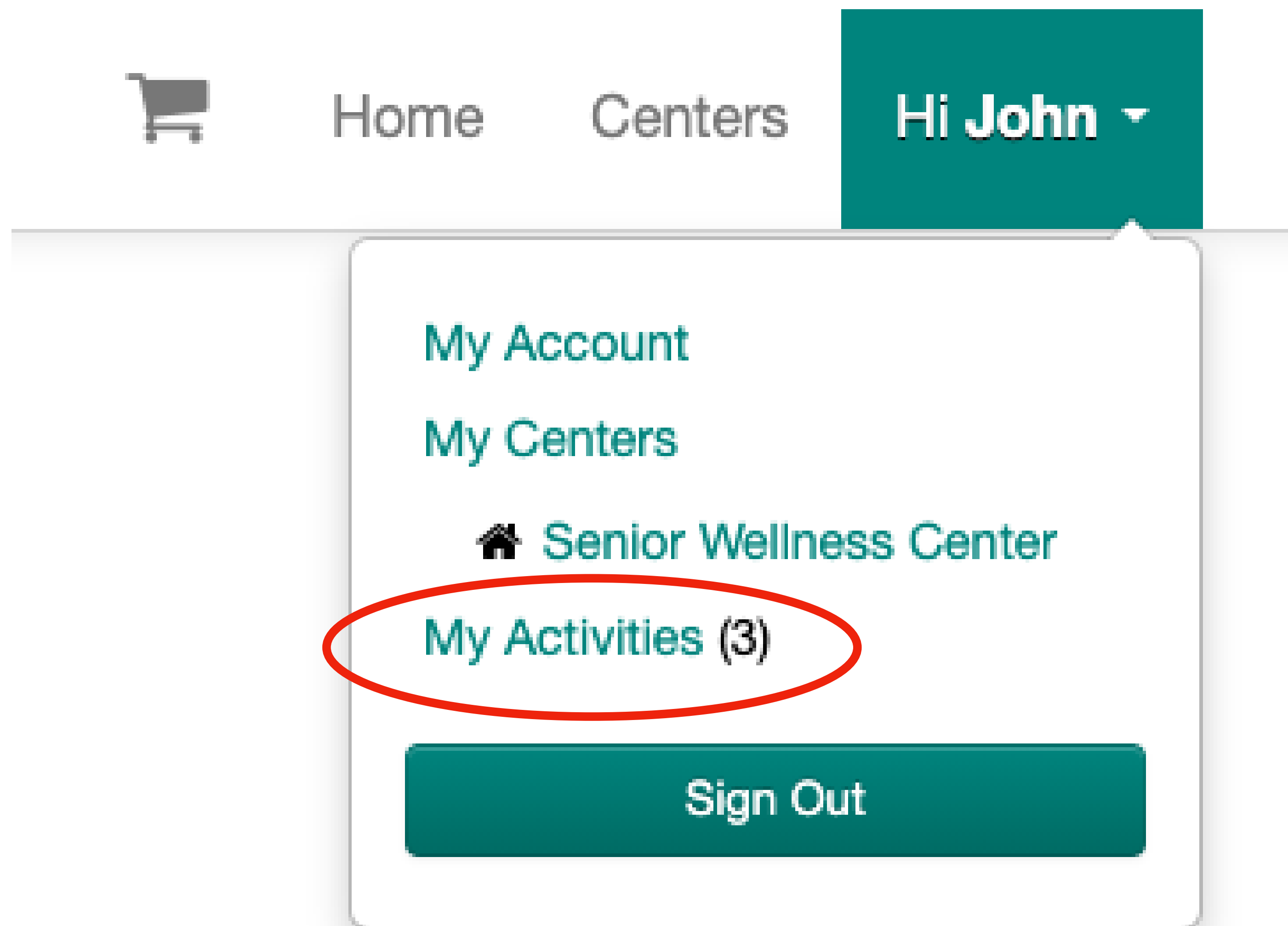
11. A calendar will display your class schedule. On the left will be a calendar view. On the right, a list of activities. To withdraw from an activity, simply click the red X to the right of the activity name.