Navigating and Changing items in your personal CAPA profile.



Here we show how to change your skill level. Remember - many pickleball events are sent to specific groups based on the skill level. If you are not getting invitations check your skill level and make sure it is correct.

1 Navigate to <u>https://capareapb.com/</u>							
2 Click Your name. In this case we are using a sample member called "CAPA Sample".							
Q Ente	CAPA Sample Change password Log out						
t al Area Pickleball Association Dane County Wisconsin							
EVENTS	LESSONS & TRAINING •	MEMBERS • ABOUT US •					
Local De	dicated Pickleball Courts	LATEST NEWS	ŀ				
	Bakken Park	CAPA Events For 2023 24 Oct 2023 12:41 PM • Joanne Crapisi Culver's and Oregon Pickleball Fundraiser 4 Oct 2023 4:00 PM •					

Click this button titled Edit Profile.



4 Scro	oll down to the field Skill Level -Self-Assessed.	
	Tournament Support	^
	 Event Planning (annual meetings, picnics, etc.) 	
	Not interested in volunteering	
	New Item	
el - Self Assessed ess Line 1 (street)	Intermediate 3.0 - 3.49 This field will be used to select and send emails to members based upon skill level	
(street if needed)		
Address City	Oregon	
Address State		

Made with Scribe - https://scribehow.com

5 Clic	k on the drop down list and select your new Skill Level.	
	Tournament Support	•
	Event Planning (annual meetings, picnics, etc.)	
	□ Not interested in volunteering	
	☑ New Item	
el - Self Assessed	Intermediate 3.0 - 3.49 This field will be used to select and send emails to members based upon skill level	
ess Line 1 (street)		
(street if needed)		
Address City	Oregon	
Address State		

6 Scroll ba	Scroll back up to the top and click on the Save Button.					
	Serving Dane County Wisconsin					
	номе	WHERE TO PLAY •	EVENTS	LESSONS & TRAINING •		
My profile Save Cancel Profile Privacy Email subscriptions Donations						
		User ID 7096 ⁻	1740 This field is ;	generated automatically and cannot be cł		
		User ID 7096	1740 This field is	generated automatically and cannot be cł		



You have now edited your profile and changed your sill level. These are the same steps used to change other items in your personal profile. Congratulations.