

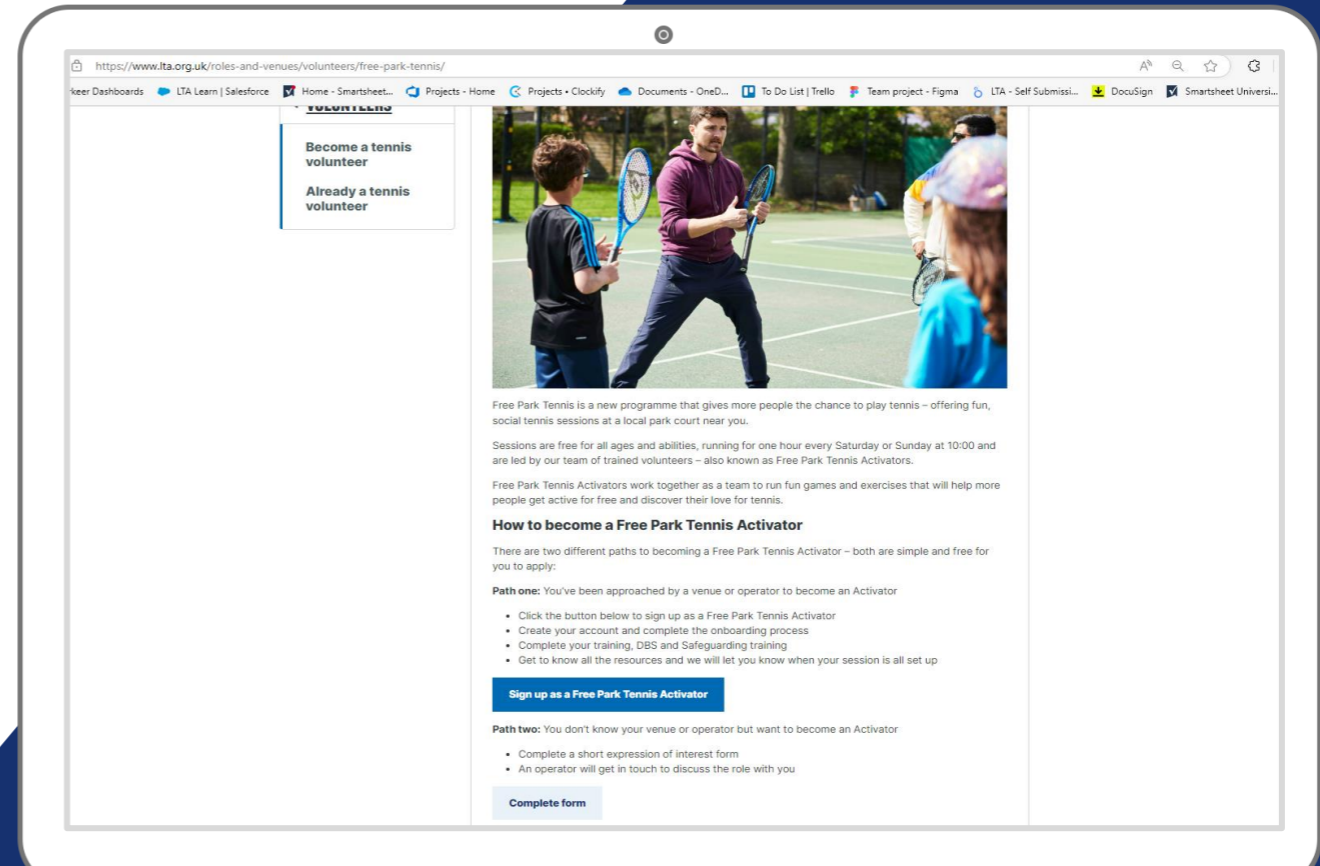


FREE PARK TENNIS ACTIVATORS



FPT ACTIVATOR – NEW MEMBER

1. If you are new to the LTA and don't have an existing advantage account then you will need to register for an account first.
2. You can do this by visiting: [FREE PARK TENNIS ACTIVATORS | LTA](https://www.lta.org.uk/roles-and-venues/volunteers/free-park-tennis/activators)
3. Then select the sign up as a FPT Tennis Activator button.

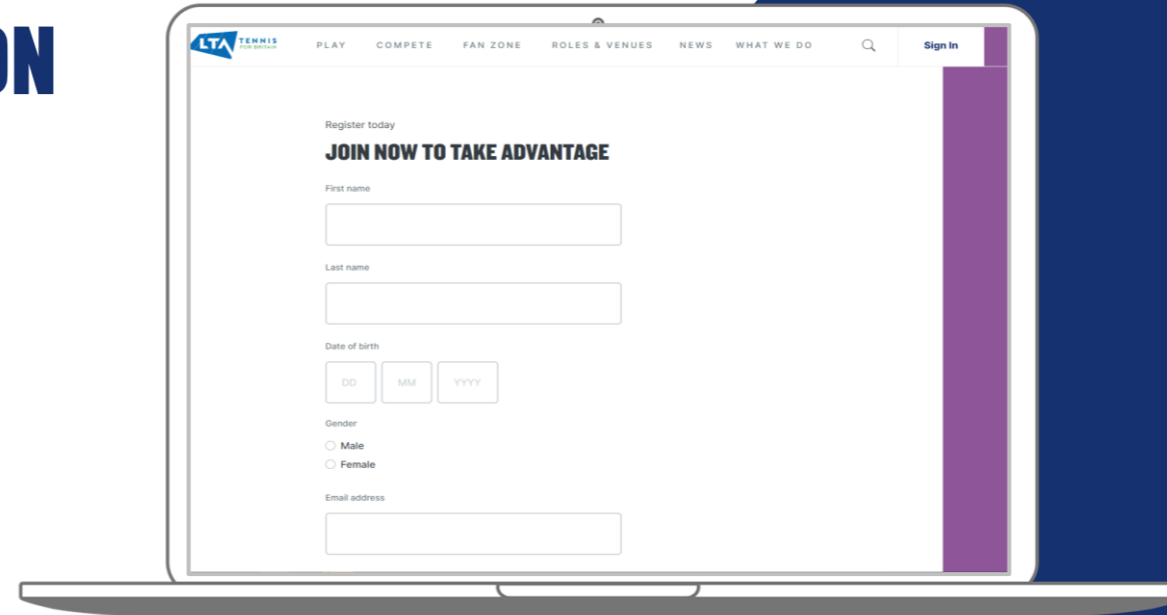


NEW MEMBER - ACCOUNT CREATION

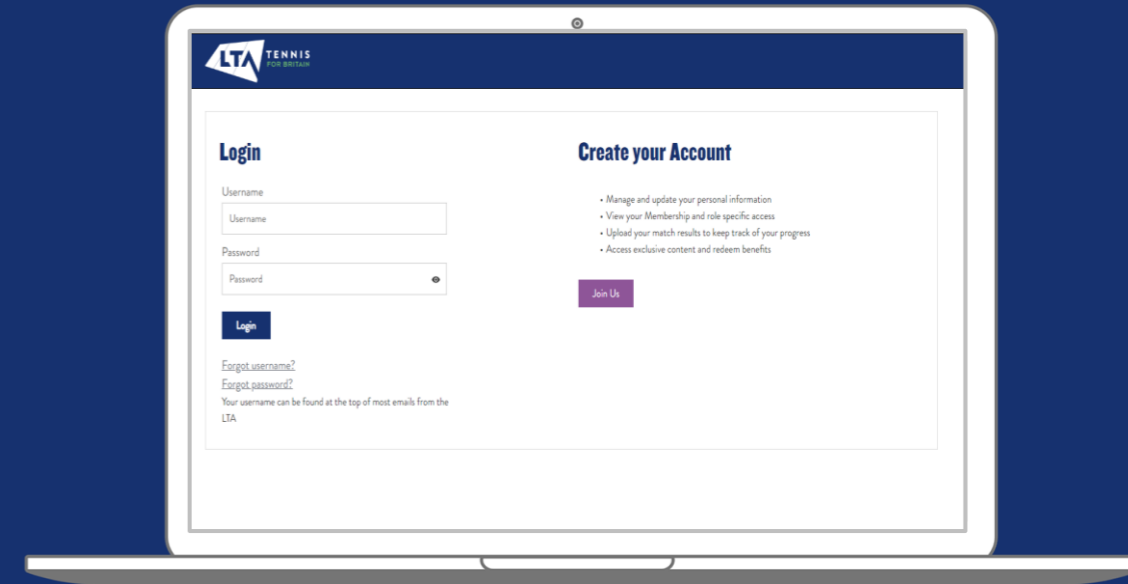
1. Complete the account creation form and click the join now button – ensure that the URL is:

<https://www.lta.org.uk/register?primaryrole=parks+activators>

2. Check your emails for a verification email (don't forget to check your spam)
3. Select the verify your email button
4. Login via the following link: [LOGIN \(SITE.COM\)](#)
5. Complete your onboarding questions



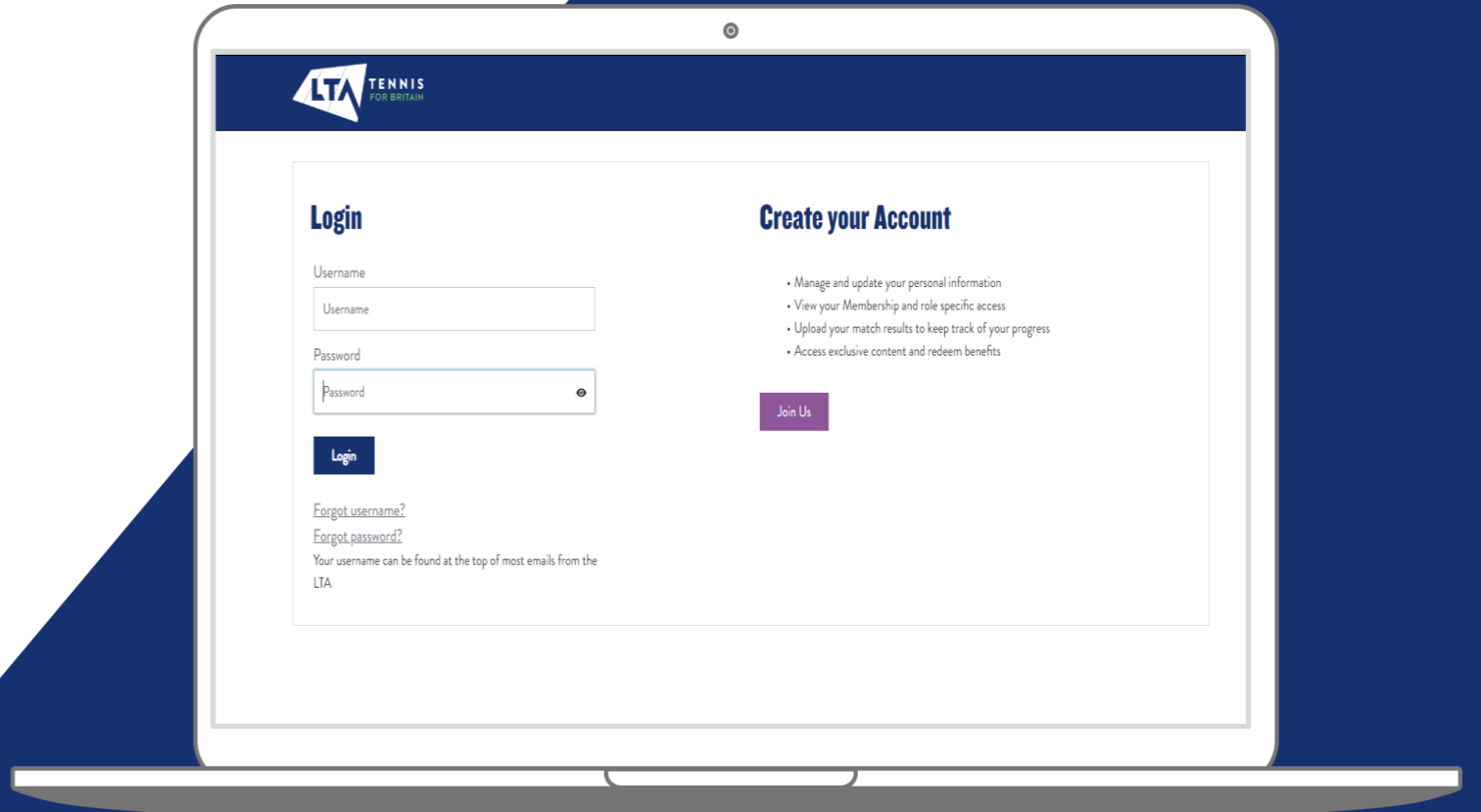
The screenshot shows the LTA Tennis registration page. At the top, there is a navigation bar with links for PLAY, COMPETE, FAN ZONE, ROLES & VENUES, NEWS, and WHAT WE DO, along with a search icon and a Sign In link. The main heading is "Register today" followed by "JOIN NOW TO TAKE ADVANTAGE". The form includes fields for First name, Last name, and Date of birth (with DD, MM, and YYYY sub-fields). There are radio buttons for Gender (Male and Female) and an Email address field.



The screenshot shows the LTA Tennis login and account creation page. On the left, there is a "Login" section with fields for Username and Password, and a "Login" button. Below the login fields are links for "Forgot username?" and "Forgot password?". On the right, there is a "Create your Account" section with a list of benefits: "Manage and update your personal information", "View your Membership and role specific access", "Upload your match results to keep track of your progress", and "Access exclusive content and redeem benefits". A "Join Us" button is located below the list of benefits.

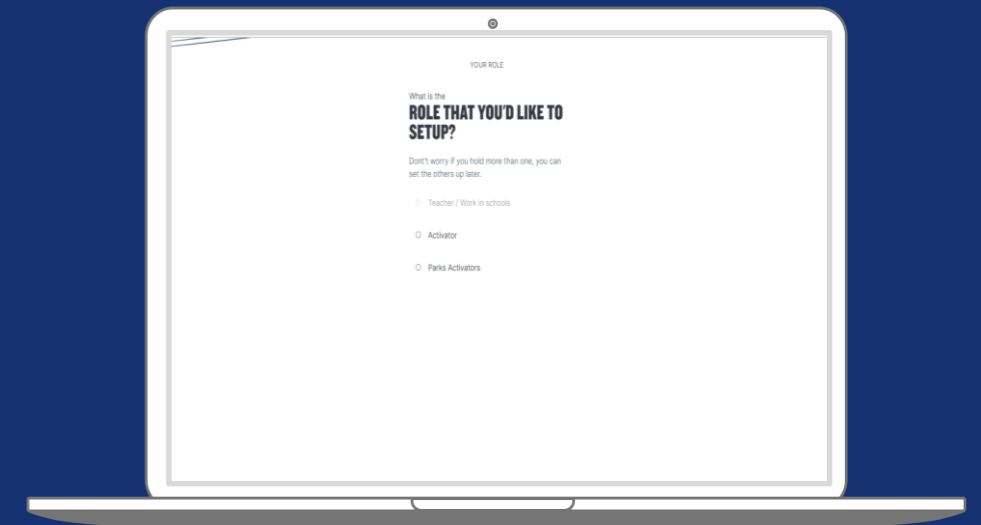
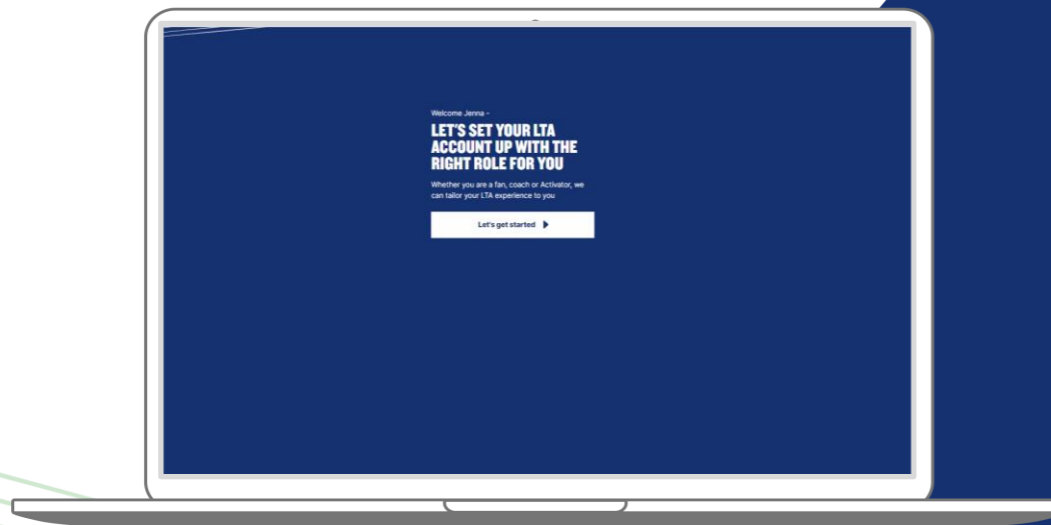
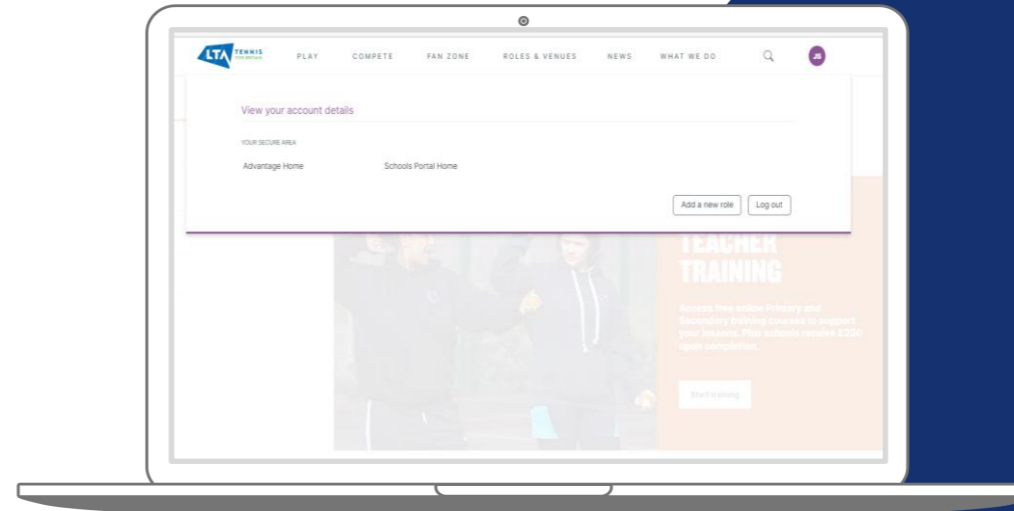
FPT ACTIVATOR – EXISTING MEMBER

1. If you already have an existing Advantage account with the LTA then you can add the role to your account.
2. You should visit: <https://www.lta.org.uk/>
3. Then select the sign in button.
4. Login with your existing details



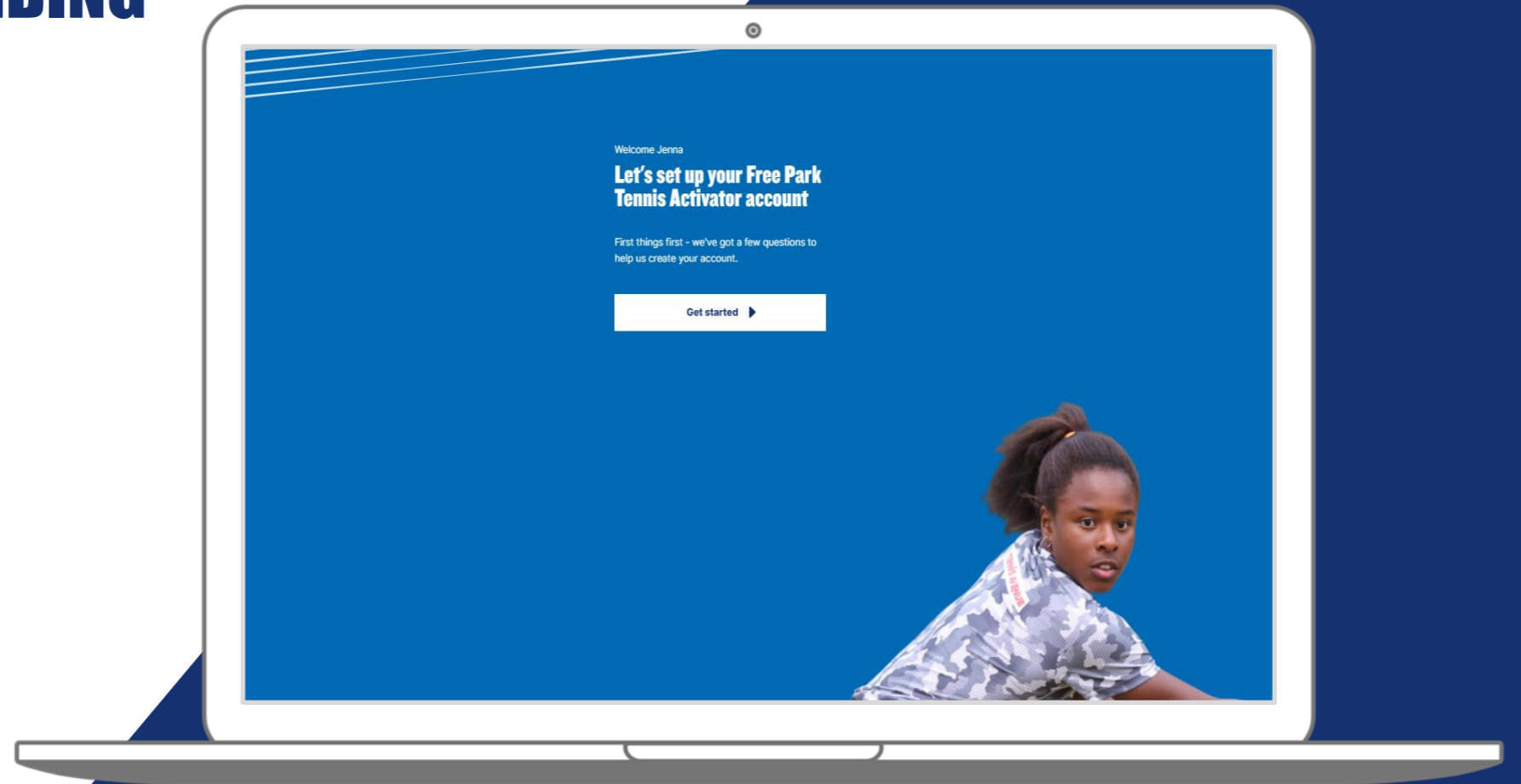
EXISTING MEMBER – ADDING A ROLE

1. Once logged in you should click on your initials and a drop down menu will appear
2. Select add new role
3. Select let's get started
4. Select Park Activators and click next
5. You will then be able to start your onboarding journey



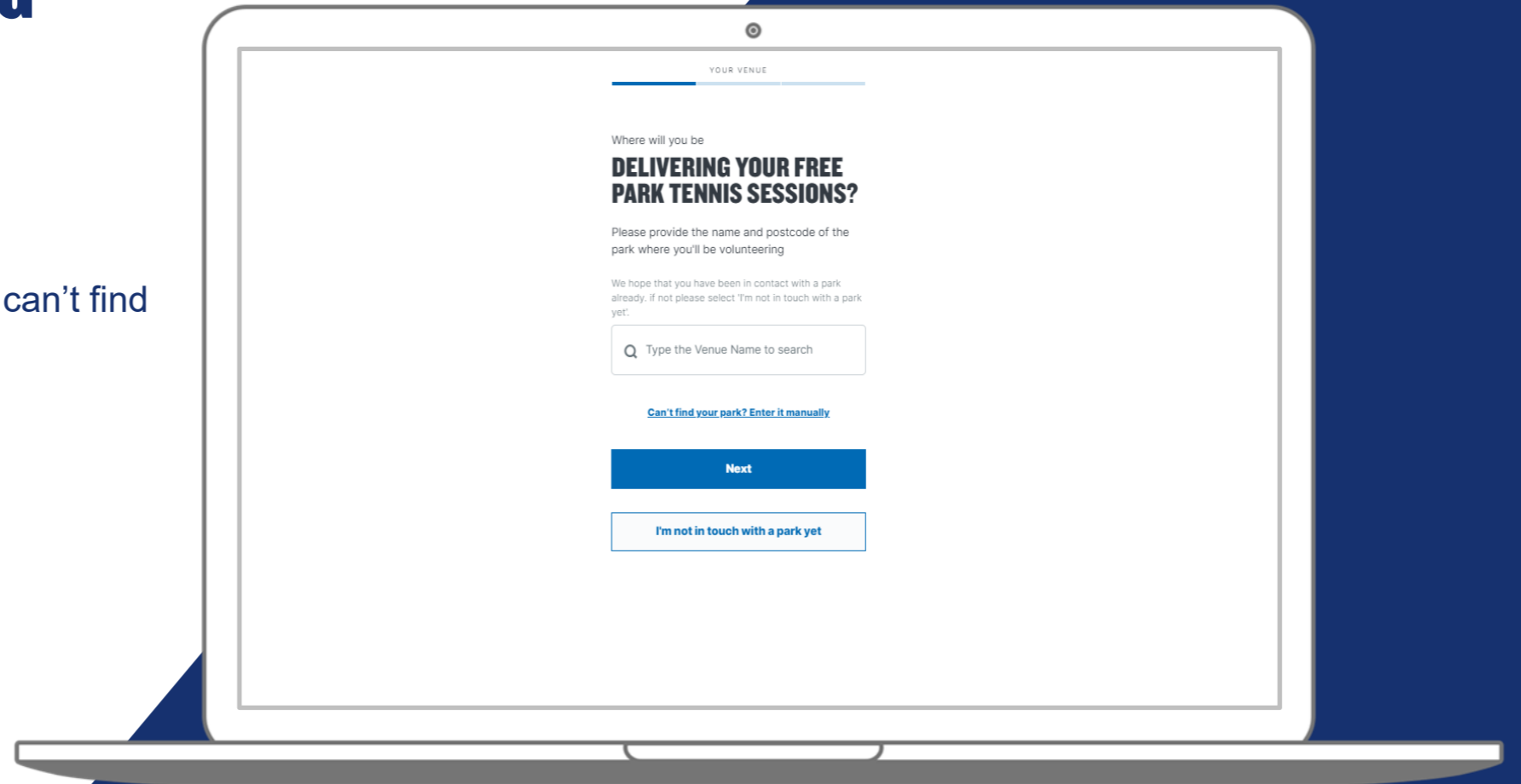
FPT ACTIVATOR ONBOARDING

1. Select the Get Started button



ACTIVATOR ONBOARDING - PARK

1. Type in the venue name
2. Click next
3. If you can't find the venue then select can't find park and manually enter it



YOUR VENUE

Where will you be

DELIVERING YOUR FREE PARK TENNIS SESSIONS?

Please provide the name and postcode of the park where you'll be volunteering

We hope that you have been in contact with a park already, if not please select 'I'm not in touch with a park yet'.

[Can't find your park? Enter it manually](#)

Next

[I'm not in touch with a park yet](#)

ACTIVATOR ONBOARDING - HOODIE

1. Select Women's or Men's
2. Select the preferred size
3. Click next

1

YOUR VENUE

Select the type of
HOODIE YOU'D LIKE US TO SEND YOU

Each Free Park Tennis Activator will be sent a branded hoodie to wear when delivering sessions

Women's

Men's

Please select your preferred size

8

10

12

14

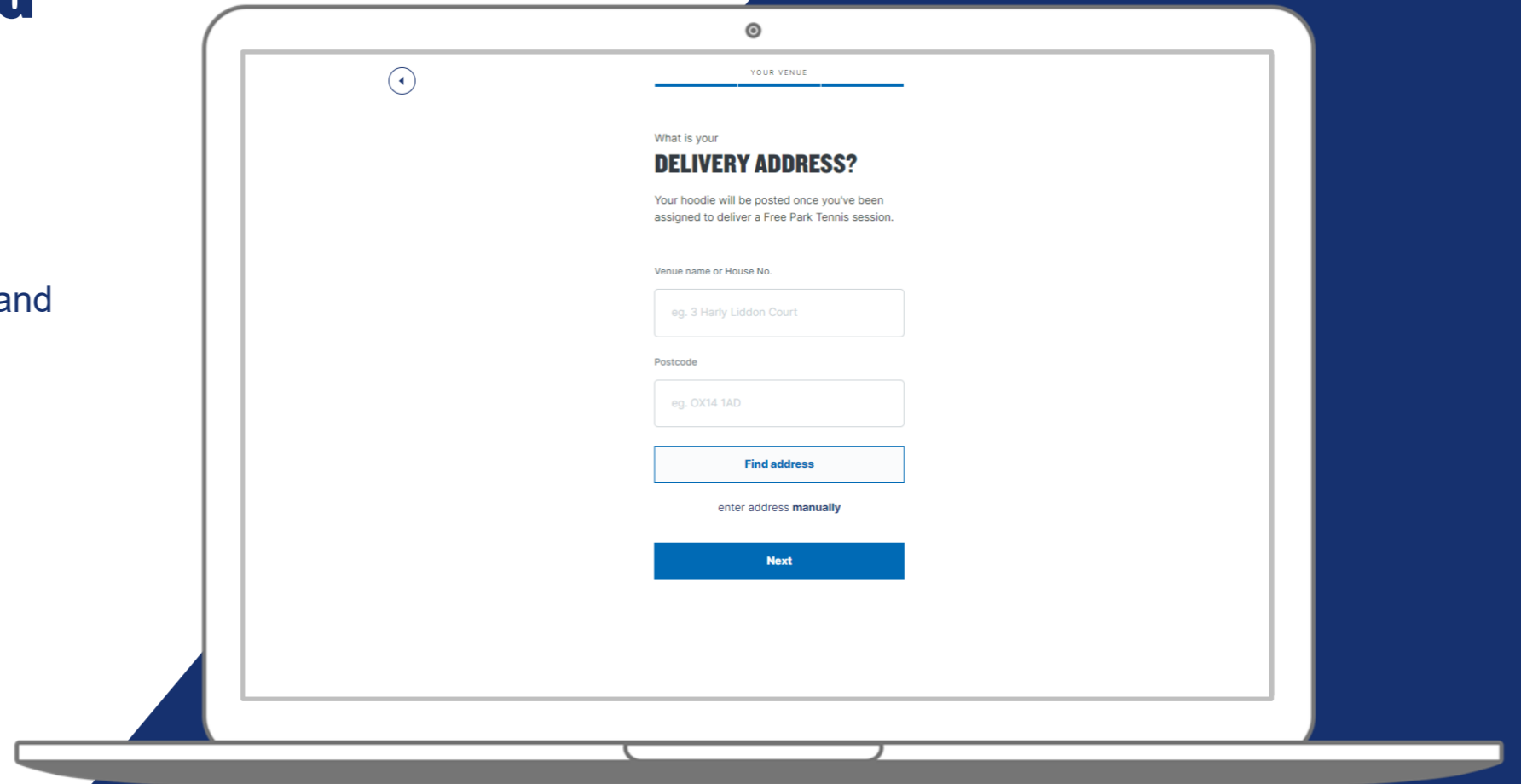
16

18

Next

ACTIVATOR ONBOARDING – DELIVERY ADDRESS

1. Enter the delivery address
2. Click find address
3. If you can't find it then click manually and enter the address details
4. Click next



YOUR VENUE

What is your
DELIVERY ADDRESS?

Your hoodie will be posted once you've been assigned to deliver a Free Park Tennis session.

Venue name or House No.
eg. 3 Harly Liddon Court

Postcode
eg. OX14 1AD

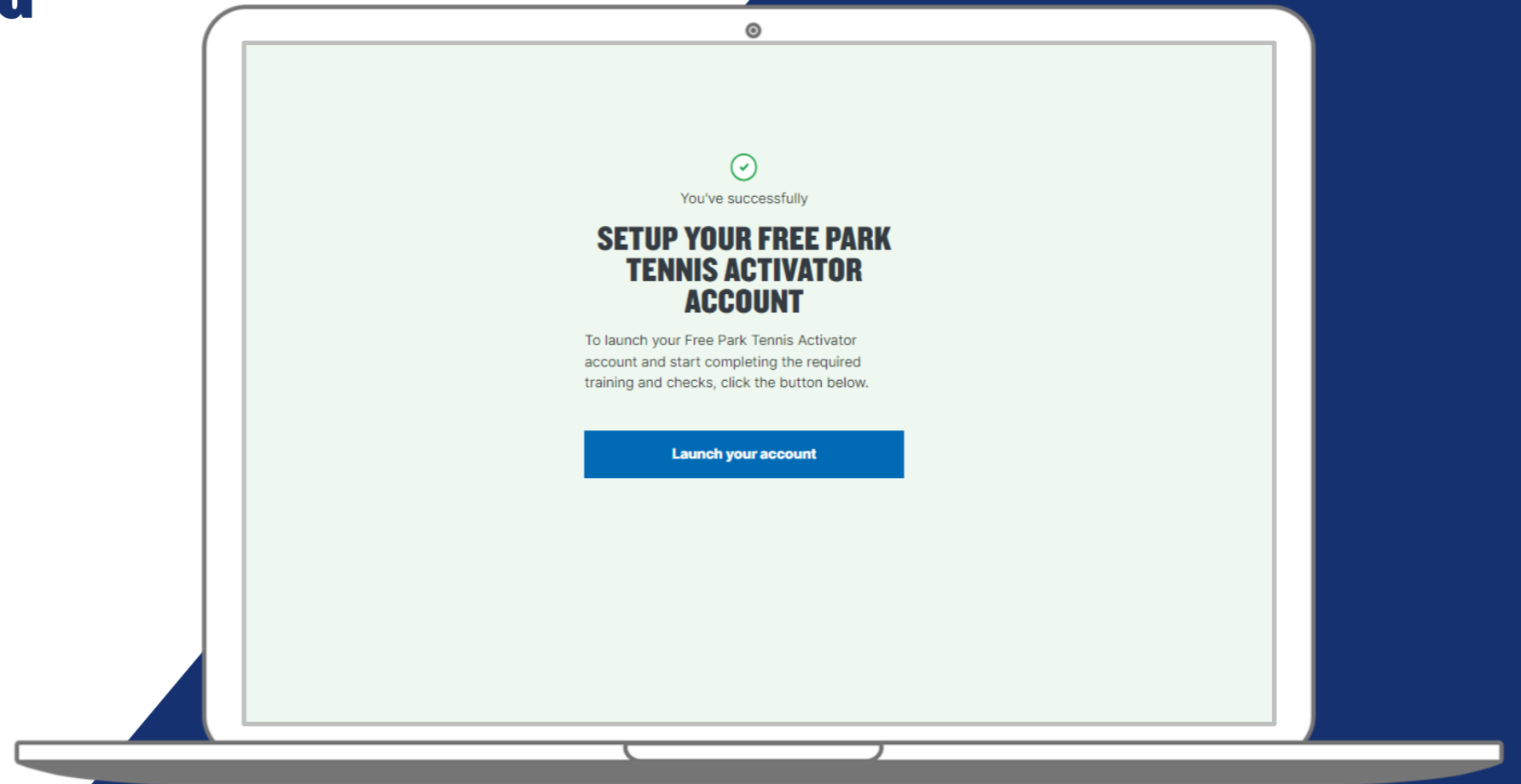
Find address

enter address **manually**

Next

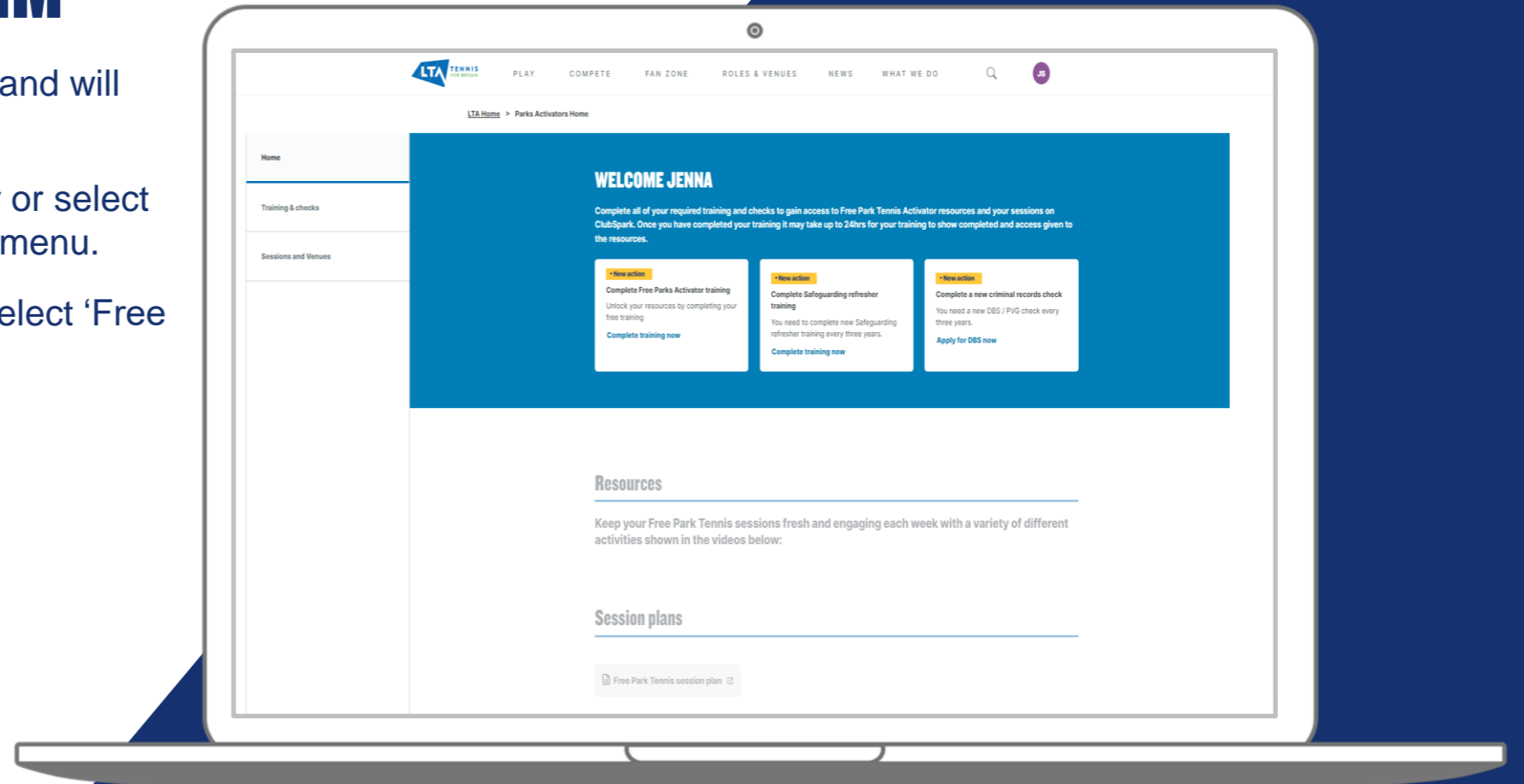
ACTIVATOR ONBOARDING – SUCCESS SCREEN

1. Select Launch your account



FPT ACTIVATOR PLATFORM

1. You have now completed onboarding and will land in your FPT Activator area.
2. Complete the actions from the top bar or select training and checks from the lefthand menu.
3. When applying for your DBS please select 'Free Park Tennis' from the drop down op



COMPLETING DBS CHECK

1. To complete your DBS check follow the link from the training and checks page.
2. Select either Apply for a DBS or Apply for PVG
3. Log in using your username and password
4. Complete the information selecting the option of Free Park Tennis from the venue list.

