

CampBrain Registration Tutorial

Using Hopewood Outdoor's Online Registration Portal

hopewoodoutdoors.campbrainregistration.com



Welcome to Online Registration with HopeWood Outdoors (LOMO)!

NEW USER: If you are new to registering with HopeWood Outdoors (LOMO), please proceed to the *NEW USER SIGN-UP*

RETURNING USER: If you have registered with HopeWood Outdoors (LOMO) in the past we still have all your information on file. To gain access to your account, please click the link for **PASSWORD RESET**. You will need to provide the email address that is associated with your HopeWood Outdoors (LOMO) Account. An email will be sent to that account prompting you to reset your password.

Please contact us if you are having problems logging into your account: guestrelationsmanager@lomocamps.org (Mon-Fri)

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Creating and Accessing Your Account

You can access your account at any time on the internet. Go to hopewoodoutdoors.campbrainregistration.com and enter the email address used to register for camp. If you forgot your password, simply click “reset password” under the Sign-In option and a link will be sent to your email. If this is your first time using the online portal, you can create a profile using the “sign-up” option on the right. Please use the parent/guardian’s name when creating the account. You will be able to add the camper’s name later.

The screenshot displays the CampBrain registration interface. On the left, the 'Sign-In' section includes fields for 'Email' and 'Password' (with a toggle icon), a green 'Login' button, and a 'Reset password' link. On the right, the 'New User Sign-Up' section includes fields for 'First Name', 'Last Name', 'Email', and 'Password' (with a toggle icon), a 'Create Account' button, and a disclaimer: 'By clicking the button, you agree to our Terms and Privacy Policy'. At the bottom left, the copyright notice reads: '© 2023 BrainRunner Inc. | 2023.9.11.1'.

New Family (if you are returning, you may skip this part and go straight to page 3)

Once you have created your new username and password, you will be able to select the option to start an application for Summer Camp (blue arrow below).

The screenshot shows the 'Start a New Application' section. It lists several options, each with a green 'Begin →' button. A large blue arrow points to the 'Begin →' button for 'Lutheran Memorial Camp at HopeWood Pines - Summer 2024'. The options listed are: '2024 Retreats, Servant Opportunities', 'Lutheran Memorial Camp at HopeWood Pines - Summer 2024', 'Camp Luther at HopeWood Shores - Summer 2024', '2023 Retreats, Servant Opportunities', and 'Volunteers 2023'.

You will then be invited to add people to your household. When you click “add a child,” you will be prompted to fill in the necessary information about the camper as shown below.

Please read before continuing.

1. Using the check boxes, **SELECT EVERYONE** you will be registering at this time.
2. **Until May 31**, you will need to pay a deposit for every adult family camper and youth summer camper.
3. **After May 31**, you will need to pay the entire amount.

Select People To Register

☐ Jane Doe


+ Add a Parent

+ Add a family member

Select People To Register

☐ Julie Doe

☒ Jane Doe

First Name *	Middle Name	Last Name *
(optional)		
Date of Birth		
Month *	Day *	Year *
Grade Completed When Attending Camp		
Select... *		
Pronouns		
(optional)		

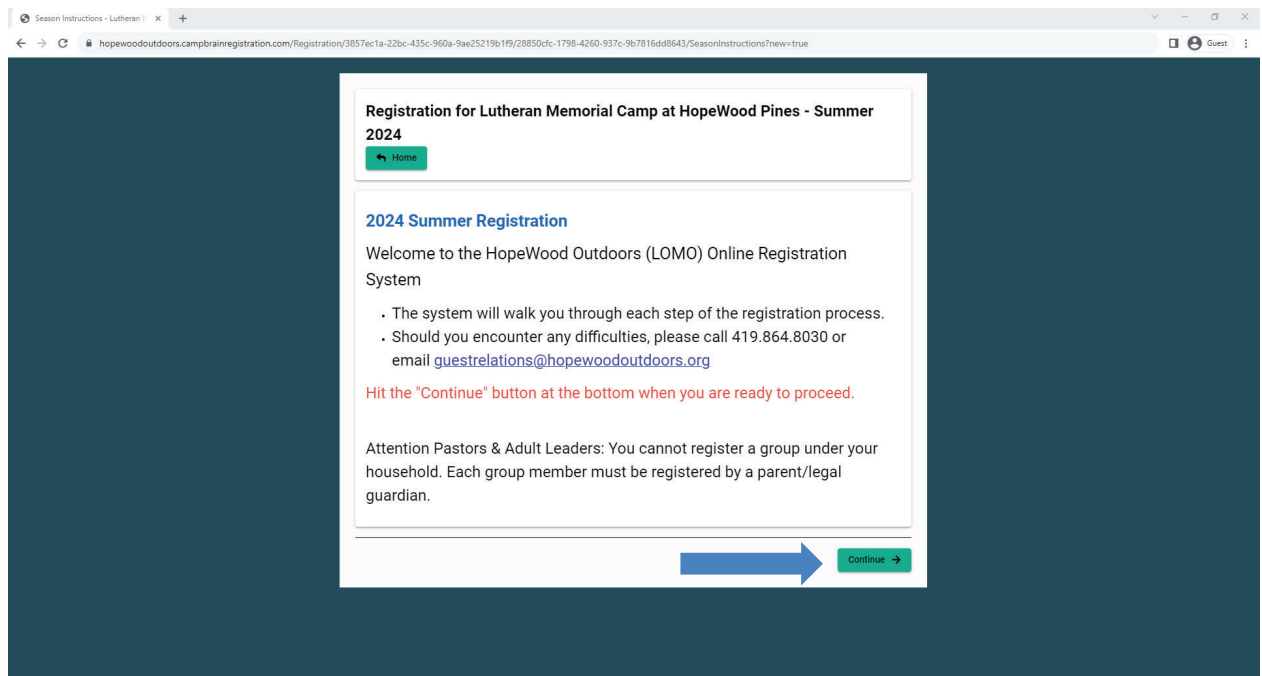
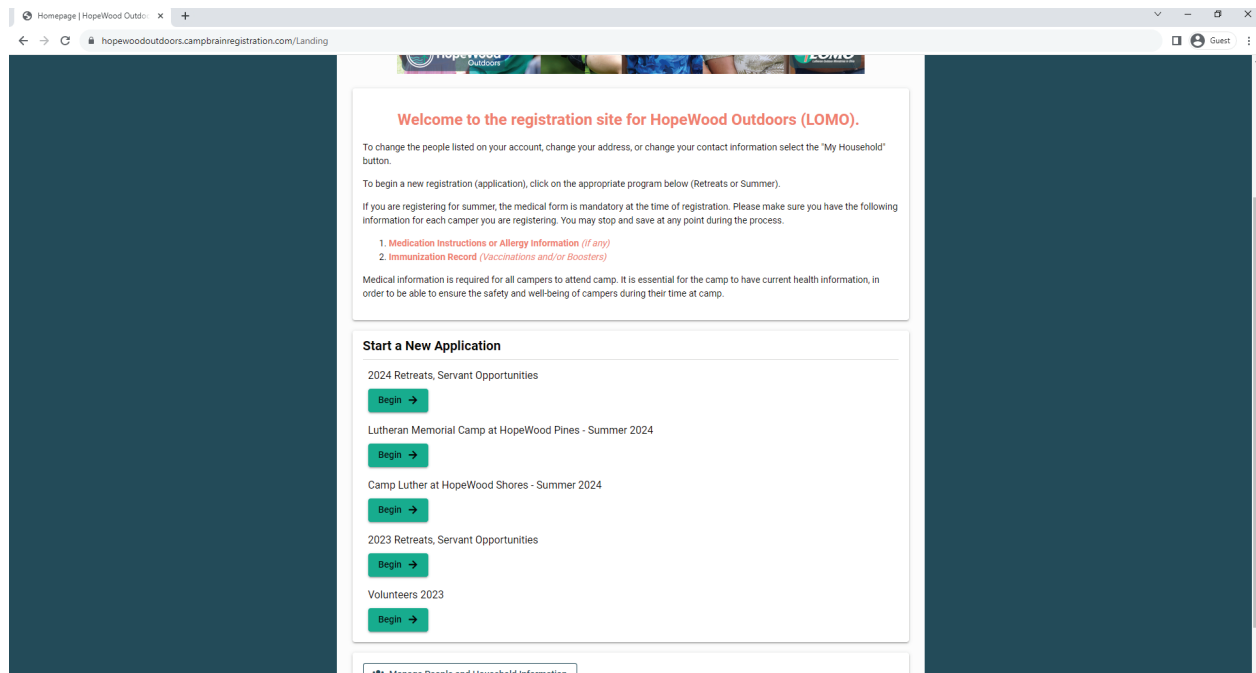
+ Add a Parent

+ Add a family member

Cart Summary

Registering for Camp

Once you are logged into the system, you may select which camp for which you are registering. Once you select for which camp you'd like to begin a registration, you will see a brief instructions page as shown below. Simply click "Continue" to move to the first step of registration.



You will need to select all individuals whom you are registering. In this tutorial, we will register "Jane" and "John" for summer camp. Select the individuals by clicking on the boxes to the left of the names. If you are adding a new individual, click "add a child," and fill in the prompted information. When a camper is selected, please check that the birthdate, gender, and grade are accurate. Grades need to be updated each year. When you are done, click "continue" to select the programs.

Step 1: People - Lutheran Men
hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dcf-1798-4260-937c-9b7816dd8643/People

Select People To Register

- ☐ Julie Doe
- ☐ Jack Doe
- ☒ Jane Doe
 - Date of Birth: Month: February, Day: 1, Year: 2000
 - Grade Completed When Attending Camp: Select: 12th Grade
 - Pronouns: (optional)
- ☐ Jim Doe
- ☒ John Doe
 - Date of Birth: Month: March, Day: 1, Year: 2016
 - Grade Completed When Attending Camp: Select: 2nd Grade
 - Pronouns: (optional)

[+ Add a family member](#)

[Previous](#) [Continue →](#)

Cart Summary

- Jane Doe
- John Doe

Step 1: People - Lutheran Men
hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dcf-1798-4260-937c-9b7816dd8643/People

Please read before continuing.

- Using the check boxes **SELECT EVERYONE** you will be registering at this time.
- Until May 31**, you will need to pay a deposit for every adult family camper and youth summer camper.
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Select People To Register

- ☐ Julie Doe
- ☐ Jack Doe
- ☒ Jane Doe
 - Date of Birth: Month: February, Day: 1, Year: 2000
 - Grade Completed When Attending Camp: Select: 12th Grade
 - Pronouns: (optional)
- ☐ Jim Doe
- ☐ John Doe

[+ Add a family member](#)

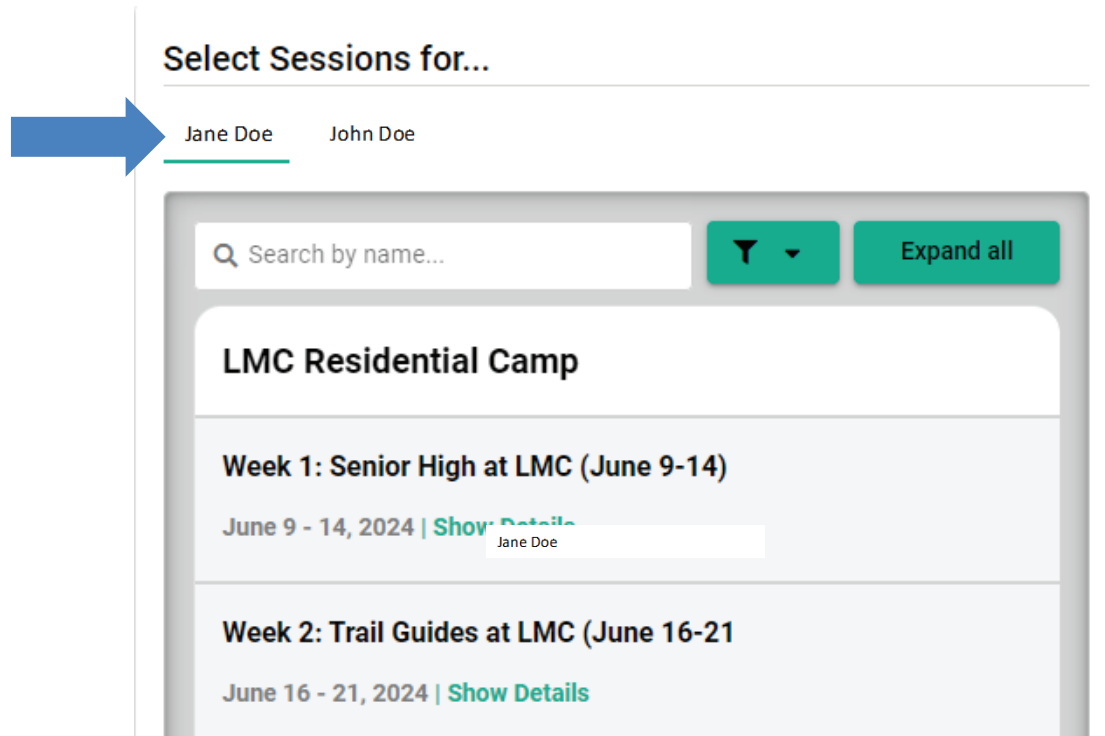
[Previous](#) [Continue →](#)

Cart Summary

- Jane Doe

Selecting Sessions

Under the instructions, you will see tabs for each of the campers selected in the previous step. Simply click on each name to shift between campers.



Select Sessions for...

Jane Doe John Doe

Search by name...

Expand all

LMC Residential Camp

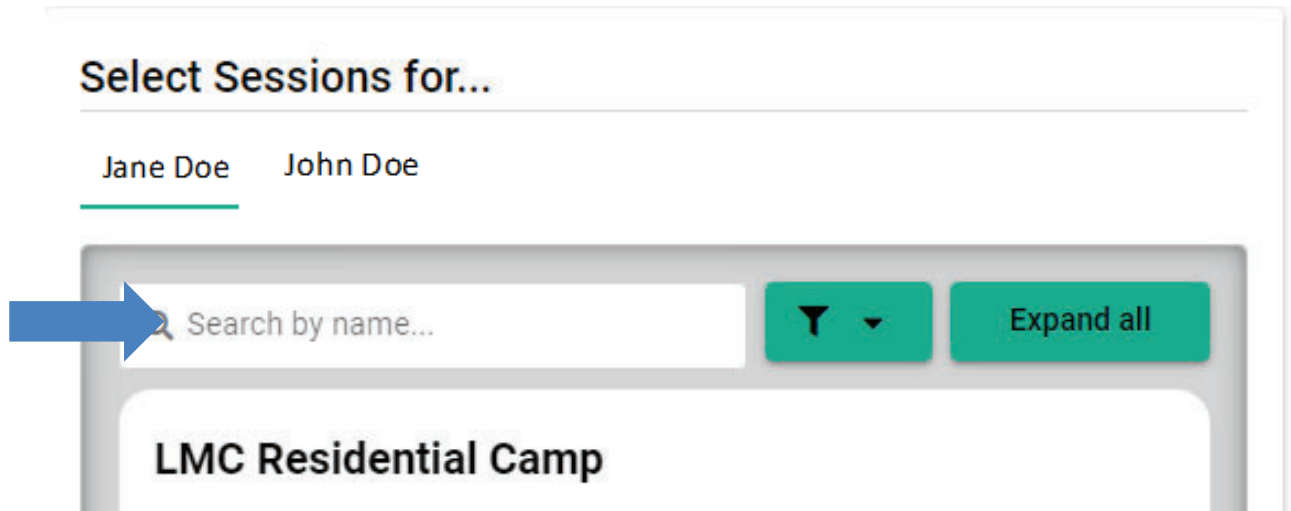
Week 1: Senior High at LMC (June 9-14)

June 9 - 14, 2024 | [Show Details](#)

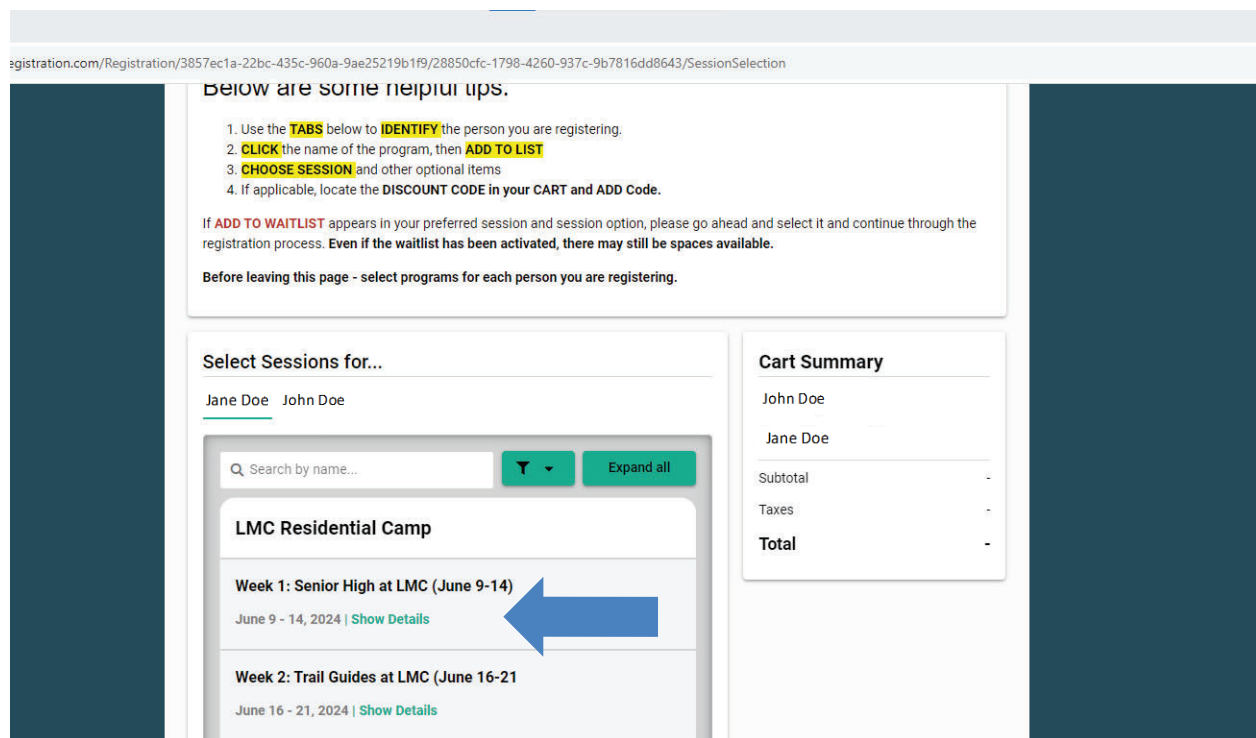
Week 2: Trail Guides at LMC (June 16-21)

June 16 - 21, 2024 | [Show Details](#)

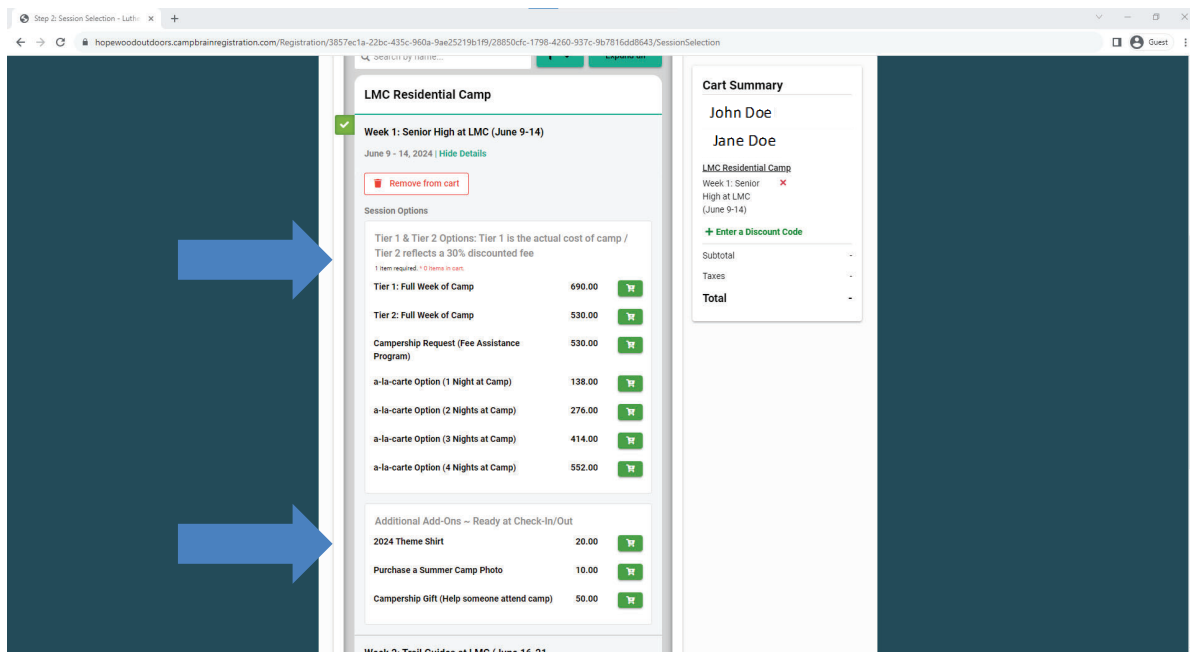
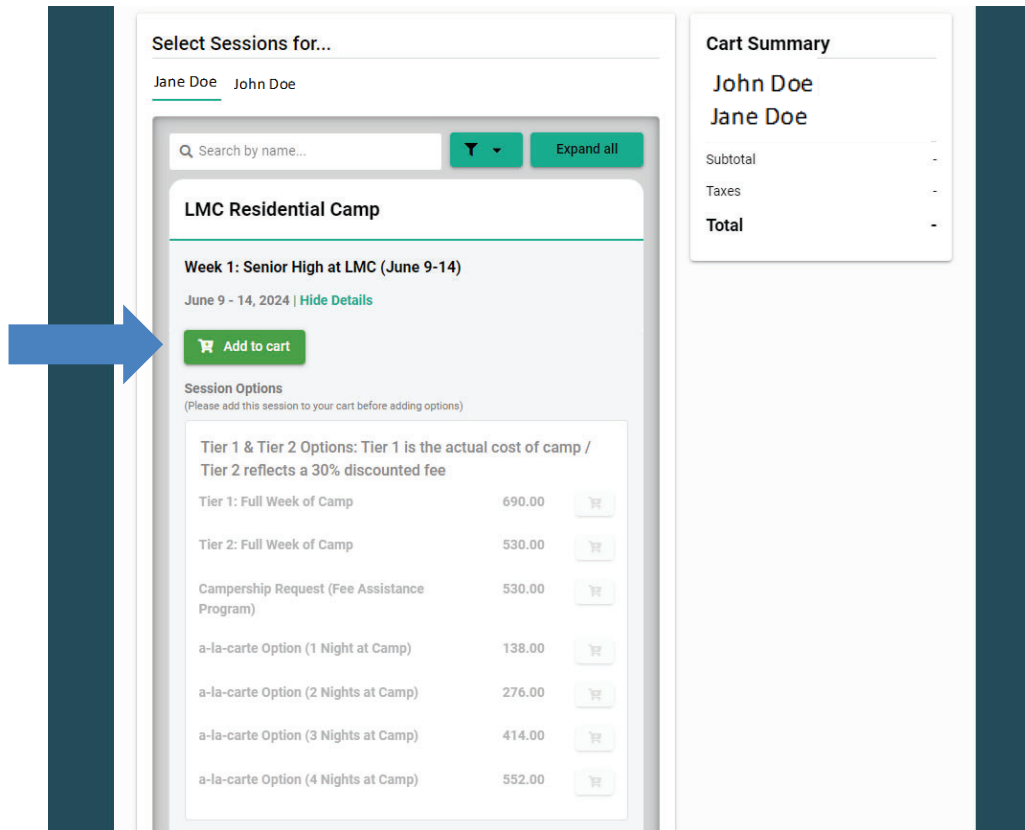
You can scroll through all of the available programs. Or if you know the name of your preferred camp, then you can search by the name of the program. Only camps available to your camper based on their grade level are visible.



To select the program, click "Show Details" under the desired camp.



“Add to Cart” will select the program, and then you may select the appropriate pricing tier and any add-ons.



Once the programs and options for each camper have been selected, click the green "Continue" button at the bottom of the page. Make sure you register all campers you previously selected.

Step 2: Session Selection - Luth...

hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dcf-1798-4260-937c-9b7816dd8643/SessionSelection

Search by name...

Expand all

LMC Residential Camp

Week 1: Senior High at LMC (June 9-14)
June 9 - 14, 2024 | [Show Details](#)

Week 2: Trail Guides at LMC (June 16-21)
June 16 - 21, 2024 | [Show Details](#)

Week 2: Senior High at LMC (June 16-21)
June 16 - 21, 2024 | [Show Details](#)

Week 3: Senior High at LMC (June 23-28)
June 23 - 28, 2024 | [Show Details](#)

Week 4: Grandparent/Kids Camp at LMC (June 30-July 3)
June 30 - July 3, 2024 | [Show Details](#)

Family Camp Weekend at LMC (June 28-30)
June 28 - 30, 2024 | [Show Details](#)

Cart Summary

John Doe

LMC Residential Camp

Week 1: Pioneers at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Jane Doe

LMC Residential Camp

Week 1: Senior High at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Subtotal 1,420.00

Taxes -

Total 1,420.00

Previous Continue →

Finishing the Registration & Mandatory Forms

Before you can submit your registration, you must fill out all MANDATORY forms. These are indicated by a red "*"

Step 3: Forms - Lutheran Memo...

hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dcf-1798-4260-937c-9b7816dd8643/Forms

3. Even though some forms are not mandatory for registration, they will ask you to complete them prior to attending camp.
4. Once you complete a form, please hit the **Submit** button. This will save the form and submit it to LOMO. (Saving the form keeps it in progress to complete at a later date.)

Complete Required Forms

Forms marked with an asterisk(*) are mandatory.

Household Form*

[Open Form](#)

LMC

Health Form*

[Open Form](#)

Additional Information LMC at HopeWood Pines*

[Open Form](#)

Camp

Health Form*

[Open Form](#)

Additional Information LMC at HopeWood Pines*

[Open Form](#)

Cart Summary

John Doe

LMC Residential Camp

Week 1: Pioneers at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

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Jane Doe

LMC Residential Camp

Week 1: Senior High at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Subtotal 1,420.00

Taxes -

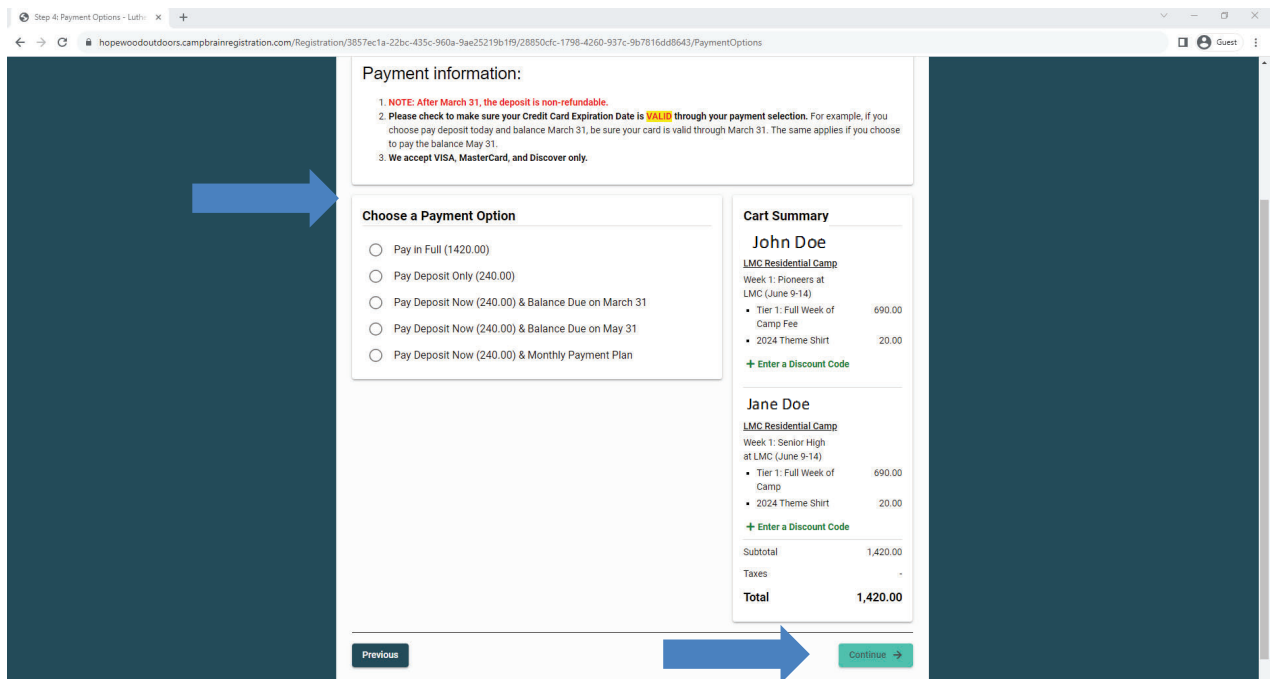
Total 1,420.00

Previous Continue →

Final Steps and Payment

You will have the opportunity to select one of several options of payment. Before you select a payment option, you may submit a discount code by clicking on the link on the right side of the screen and typing in the appropriate discount code. Any codes used incorrectly or applied to camps excluded from the discount will be removed upon review by staff at a later time.

Once you are ready for payment, select the appropriate payment option and click on the green continue button. You will have one more chance to look over everything before submitting.



Step 4: Payment Options - Luth: x

hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dc-1798-4260-937c-9b7816dd8643/PaymentOptions

Payment information:

- NOTE: After March 31, the deposit is non-refundable.
- Please check to make sure your Credit Card Expiration Date is **VALID** through your payment selection. For example, if you choose pay deposit today and balance March 31, be sure your card is valid through March 31. The same applies if you choose to pay the balance May 31.
- We accept VISA, MasterCard, and Discover only.

Choose a Payment Option

- ☐ Pay in Full (1420.00)
- ☐ Pay Deposit Only (240.00)
- ☐ Pay Deposit Now (240.00) & Balance Due on March 31
- ☐ Pay Deposit Now (240.00) & Balance Due on May 31
- ☐ Pay Deposit Now (240.00) & Monthly Payment Plan

Cart Summary

John Doe

LMC Residential Camp

Week 1: Pioneers at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Jane Doe

LMC Residential Camp

Week 1: Senior High at LMC (June 9-14)

- Tier 1: Full Week of Camp 690.00
- 2024 Theme Shirt 20.00

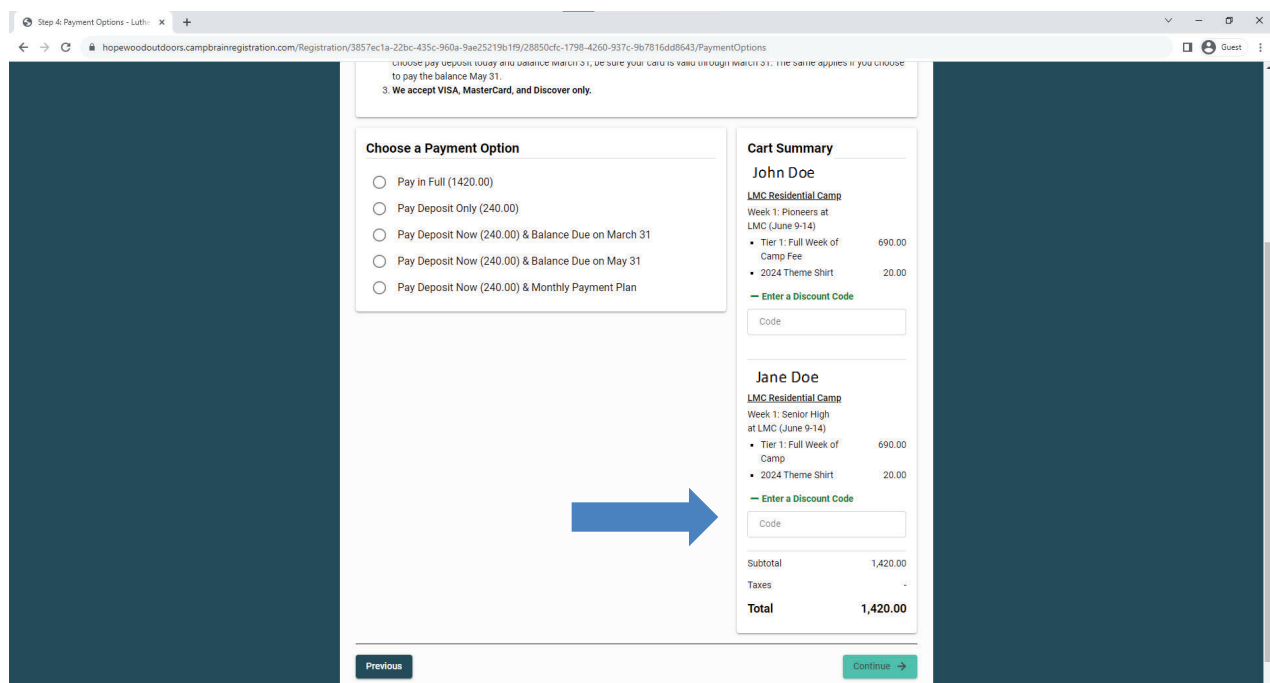
+ Enter a Discount Code

Subtotal 1,420.00

Taxes -

Total 1,420.00

Previous Continue →



Step 4: Payment Options - Luth: x

hopewoodoutdoors.campbrainregistration.com/Registration/3857ec1a-22bc-435c-960a-9ae25219b1f9/28850dc-1798-4260-937c-9b7816dd8643/PaymentOptions

Choose a Payment Option

- ☐ Pay in Full (1420.00)
- ☐ Pay Deposit Only (240.00)
- ☐ Pay Deposit Now (240.00) & Balance Due on March 31
- ☐ Pay Deposit Now (240.00) & Balance Due on May 31
- ☐ Pay Deposit Now (240.00) & Monthly Payment Plan

Cart Summary

John Doe

LMC Residential Camp

Week 1: Pioneers at LMC (June 9-14)

- Tier 1: Full Week of Camp Fee 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Code

Jane Doe

LMC Residential Camp

Week 1: Senior High at LMC (June 9-14)

- Tier 1: Full Week of Camp 690.00
- 2024 Theme Shirt 20.00

+ Enter a Discount Code

Code

Subtotal 1,420.00

Taxes -

Total 1,420.00

Previous Continue →

Once you review your registration and complete your payment, you will receive a confirmation page and your registration is completed.

If you have questions or run into problems at any time, please reach out to guestrelations@hopewoodoutdoors.org or call Monday-Friday from 9AM - 4PM to (419)989-7370.

