

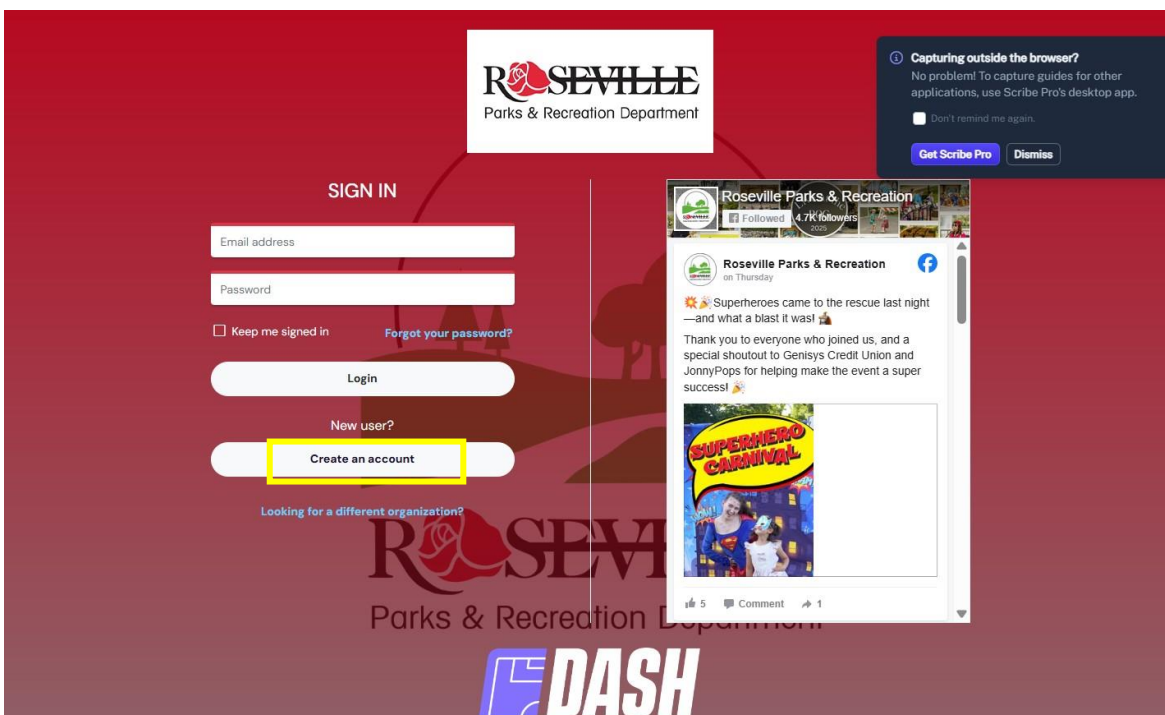
Step by Step Guide – Registering for Open Hockey

Option 1

1. Navigate to <https://apps.daysmartrecreation.com/dash/x/#/online/roseville/login?noAutoLogin=1>



2. Click "Create an account"



3. Complete the required fields.

The screenshot shows the 'YOUR INFORMATION' registration page. On the left is a red sidebar with navigation links: REGISTER, DROP-IN EVENTS, RENTALS, CALENDAR, and CONTACT, along with a 'Sign in' button and the DASH logo. The main content area is titled 'YOUR INFORMATION' and includes a link to 'Change Company'. Below this is the 'YOUR LOGIN DETAILS' section with fields for EMAIL *, PASSWORD *, and CONFIRM *. The next section contains fields for FIRST NAME *, LAST NAME *, STREET ADDRESS *, STREET ADDRESS LINE 2, CITY *, and COUNTRY *. At the bottom, there are partial labels for STATE/PROVINCE and ZIP CODE/POSTAL CODE. A note on the right indicates '* Required fields'.

4. Click "Submit"

This screenshot shows the same registration form as before, but with additional sections and a highlighted 'Submit' button. The 'COMMUNICATION PREFERENCES' section includes checkboxes for receiving reminders, Roseville offerings, sharing contact info, and sharing address info. Below this is a CAPTCHA verification area with a green checkmark and the text 'I'm not a robot'. A dark blue Scribe Pro notification box is visible in the top right corner. The 'Submit' button at the bottom is highlighted with a yellow rectangle.

5. Click "Sign in"

The screenshot shows the Roseville Parks & Recreation DASH portal. On the left, a red sidebar contains navigation links: REGISTER, DROP-IN EVENTS, RENTALS, CALENDAR, CONTACT, and a highlighted 'Sign in' button. The main content area has a search bar, a '+ Add child' button, and an 'Invite Partner' button. Below these are communication preferences with checkboxes for email/text reminders, Roseville offerings, roster information, and family member information. A reCAPTCHA 'I'm not a robot' checkbox is also present. A red 'Submit' button is at the bottom. A Scribe Pro notification is in the top right corner.

6. Sign In and click "Login"

The screenshot shows the 'SIGN IN' form on the Roseville Parks & Recreation DASH portal. The form is titled 'SIGN IN' and includes fields for EMAIL *, PASSWORD *, FIRST NAME *, STREET ADDRESS *, CITY *, and STATE/PROVINCE *. Each field has a red asterisk and a 'This field is required' message below it. There is a checkbox for 'Keep me signed in' and a link for 'Forgot your password?'. At the bottom are 'Create an account' and 'Login >' buttons. A Scribe Pro notification is in the top right corner.

7. Click "Drop-In Events"

YOUR INFORMATION

Roseville Parks and Recreation | [Change Company](#)

YOUR LOGIN DETAILS * Required fields

EMAIL * This field is required

PASSWORD * This field is required

CONFIRM * This field is required

FIRST NAME * This field is required

LAST NAME * This field is required

STREET ADDRESS * This field is required

STREET ADDRESS LINE 2

CITY * This field is required

COUNTRY * This field is required

STATE/PROVINCE * This field is required

ZIP CODE/POSTAL * This field is required

Account balance
\$0.00
[Make a payment](#)

Navigation Menu:
DASHBOARD
MY PROFILE
MY ACTIVITIES
REGISTER
DROP-IN EVENTS
RENTALS
CALENDAR
MEMBERSHIPS & PASSES
CONTACT
BILLING

Notification:
Capturing outside the browser?
No problem! To capture guides for other applications, use Scribe Pro's desktop app.
☐ Don't remind me again.
[Get Scribe Pro](#) [Dismiss](#)

8. Click the Calendar Icon

DROP-IN EVENTS

Calendar:
Aug 08 FRI 0 EVENTS
Aug 09 SAT 0 EVENTS
Aug 10 SUN 0 EVENTS
Aug 11 MON 0 EVENTS

Map:
Minneapolis, MN
Map data ©2025 Google

Navigation Menu:
DASHBOARD
MY PROFILE
MY ACTIVITIES
REGISTER
DROP-IN EVENTS
RENTALS
CALENDAR
MEMBERSHIPS & PASSES
CONTACT
BILLING

Account balance:
\$0.00
[Make a payment](#)

Notification:
Capturing outside the browser?
No problem! To capture guides for other applications, use Scribe Pro's desktop app.
☐ Don't remind me again.
[Get Scribe Pro](#) [Dismiss](#)

9. Click the date you want to register for.

ROSEVILLE
Parks & Recreation Department

Jessica Matthews

- DASHBOARD
- MY PROFILE
- MY ACTIVITIES
- REGISTER
- DROP-IN EVENTS**
- RENTALS
- CALENDAR
- MEMBERSHIPS & PASSES
- CONTACT
- BILLING

Account balance
\$0.00

Make a payment

DROP-IN EVENTS

Aug 08 FRI 0 EVENTS | Aug 09 SAT 0 EVENTS | Aug 10 SUN 0 EVENTS | Aug 11 MON 0 EVENTS

Aug 2025

Su	Mo	Tu	We	Th	Fr	Sa
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Map of Minneapolis area showing locations like Little Falls, Sartell, St. Cloud, Elk River, Coon Rapids, Blaine, Maple Grove, Stillwater, Minneapolis, Bloomington, Shakopee, Northfield, Faribault, Waseca, Owatonna, Kasson, and Rochester.

10. Click “Add to cart”

ROSEVILLE
Parks & Recreation Department

Jessica Matthews

- DASHBOARD
- MY PROFILE
- MY ACTIVITIES
- REGISTER
- DROP-IN EVENTS**
- RENTALS
- CALENDAR
- MEMBERSHIPS & PASSES
- CONTACT
- BILLING

Account balance
\$0.00

Make a payment

DROP-IN EVENTS

Sep 2025

Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

Showing all results

Open Hockey Thursday GOALIE 18+ \$0.00
8:30am - 9:45am O/2 Registered
Roseville Parks and Recreation
Ages 18 - 99
Add to cart

Open Hockey Thursday 18+ \$7.35
8:30am - 9:45am O/24 Registered
Roseville Parks and Recreation
Ages 18 - 99
Add to cart

Open Hockey Thursday 60+ \$7.35

Map of Minneapolis area showing locations like Little Falls, Sartell, St. Cloud, Elk River, Coon Rapids, Blaine, Maple Grove, Stillwater, Minneapolis, Bloomington, Shakopee, Northfield, Faribault, Waseca, Owatonna, Kasson, and Rochester.

11. Click the shopping cart icon

The screenshot shows the Roseville Parks & Recreation website. On the left is a red sidebar with a user profile for Jessica Matthews and navigation links: DASHBOARD, MY PROFILE, MY ACTIVITIES, REGISTER, DROP-IN EVENTS, RENTALS, CALENDAR, MEMBERSHIPS & PASSES, CONTACT, and BILLING. The account balance is \$0.00 with a 'Make a payment' button. The main content area features a calendar for September 2025, with the 4th of September highlighted in red. Below the calendar, it says 'Showing all results' and lists two 'Open Hockey Thursday' events. The first event is for GOALIE 18+ at \$0.00, and the second is for 18+ at \$7.35. Both events are at Roseville Parks and Recreation and are for ages 18-99. A 'More information' link is provided for each event. On the right side of the page, there is a map of the Minneapolis area. In the top right corner, a shopping cart icon is highlighted with a yellow box and a red circle with the number 1.

12. Click “Select Registrants”

The screenshot shows the checkout process on the Roseville Parks & Recreation website. The sidebar on the left is identical to the previous screenshot. The main content area is titled 'CHECKOUT' and shows 'CART DETAILS'. The cart contains one item: 'Open Hockey Thursday 18+' for \$7.35, with a quantity of 1. The item is marked as 'PENDING'. Below the cart details, the 'SUB TOTAL' is \$7.35. A red button labeled 'Select Registrants' is highlighted with a yellow box. In the top right corner, there is a dark blue notification box that says 'Capturing outside the browser?' and provides information about using Scribe Pro's desktop app. The notification box has a 'Get Scribe Pro' button and a 'Dismiss' button.

13. Click “Confirm Registration”

ACTIVITY REGISTRATION 1 OF 1 PENDING REGISTRATIONS

LOCATION
Roseville Parks and Recreation

TIME
8:30am to 9:45am

DATE
9/4/2025

REQUIREMENTS
Ages 18 - 99

Open Hockey Thursday 18+

DESCRIPTION
Adult Open Hockey provides those 18+ the opportunity to participate in open pick-up hockey games. Various age groups, dates, and times available throughout the year. See public skating schedule or online sign-ups for specific time and...

REGISTRANT *
Jessica Matthews

Confirm Registration

Account balance: \$0.00

Make a payment

14. If using a punchcard type “punchcard” in the discount code box. Then select apply.

CHECKOUT

CART DETAILS

Open Hockey Thursday 18+ → Jessica Matthews 8:30am - 9:45am on 9/4/2025	1	\$7.35	\$7.35
SUB TOTAL			\$7.35
TAXES AND OTHER FEES			\$0.65
TOTAL AMOUNT DUE:			\$8.00

punchcard **Apply**

PAYMENT METHOD

Drop-in updated

15. If paying by card enter in card information.

City of Roseville Parks & Recreation

Jessica Matthews

- DASHBOARD
- MY PROFILE
- MY ACTIVITIES
- REGISTER
- DROP-IN EVENTS
- RENTALS
- CALENDAR
- MEMBERSHIPS & PASSES
- CONTACT
- BILLING

Account balance
\$0.00

Make a payment

PAYMENT METHOD

Email

☐ jes*****@cityofroseville.com
VISA **** 8981

☐ Use another email

Card

Card number
1234 1234 1234 1234

Expiration date
MM / YY

Security code
CVC

Country
United States

ZIP code
12345

By providing your card information, you allow City of Roseville Parks & Recreation to charge your card for future payments in accordance with their terms.

☒ **Save this payment method**

☐ Redeem gift card?

By proceeding with checkout you agree to the [account registration waiver](#) and the [privacy and refund policy](#)

Checkout

Capturing outside the browser?
No problem! To capture guides for other applications, use Scribe Pro's desktop app.
☐ Don't remind me again.
Get Scribe Pro **Dismiss**

Privacy - Terms

16. To finalize registration click “Checkout”

City of Roseville Parks & Recreation

Jessica Matthews

- DASHBOARD
- MY PROFILE
- MY ACTIVITIES
- REGISTER
- DROP-IN EVENTS
- RENTALS
- CALENDAR
- MEMBERSHIPS & PASSES
- CONTACT
- BILLING

Account balance
\$0.00

Make a payment

PAYMENT METHOD

Email

☐ jes*****@cityofroseville.com
VISA **** 8981

☐ Use another email

Card

Card number
1234 1234 1234 1234

Expiration date
MM / YY

Security code
CVC

Country
United States

ZIP code
12345

By providing your card information, you allow City of Roseville Parks & Recreation to charge your card for future payments in accordance with their terms.

☒ **Save this payment method**

☐ Redeem gift card?

By proceeding with checkout you agree to the [account registration waiver](#) and the [privacy and refund policy](#)

Checkout

Capturing outside the browser?
No problem! To capture guides for other applications, use Scribe Pro's desktop app.
☐ Don't remind me again.
Get Scribe Pro **Dismiss**

Privacy - Terms

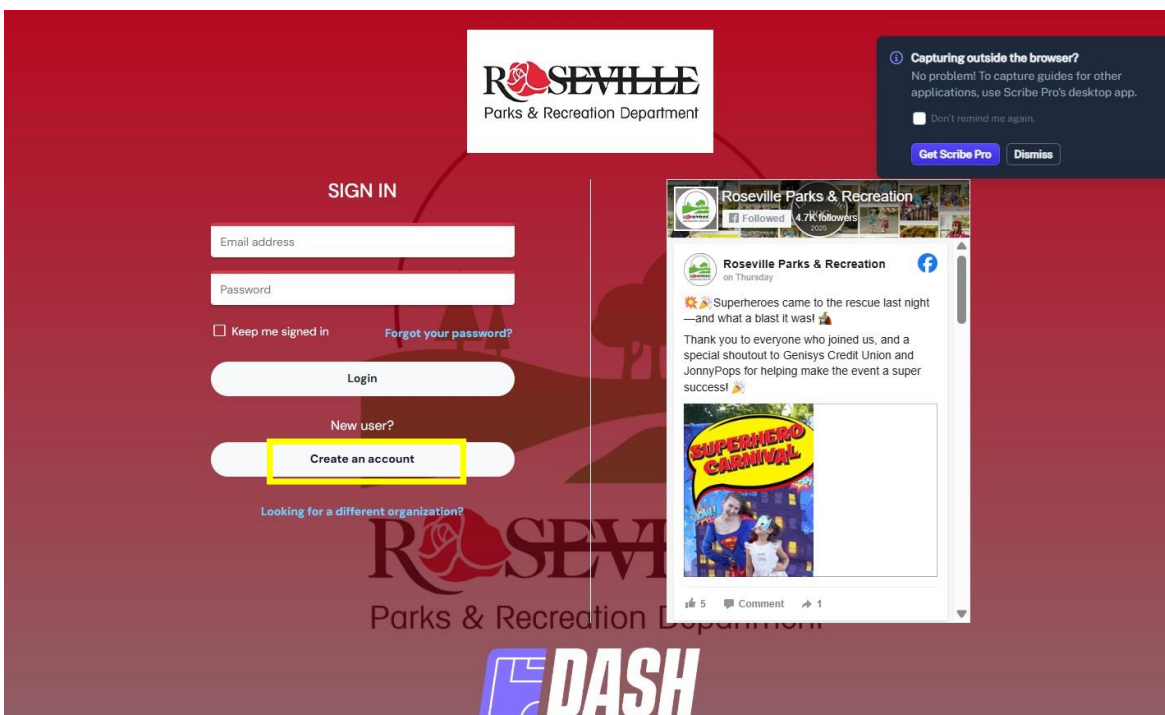
Step by Step Guide – Registering for Open Hockey

Option 2

1. Navigate to <https://apps.daysmartrecreation.com/dash/x/#/online/roseville/login?noAutoLogin=1>



2. Click "Create an account"



3. Complete the required fields.

The screenshot shows the 'YOUR INFORMATION' registration page. On the left is a red sidebar with navigation links: REGISTER, DROP-IN EVENTS, RENTALS, CALENDAR, and CONTACT, along with a 'Sign in' button and the DASH by DaySmart logo. The main content area is titled 'YOUR INFORMATION' and includes a link to 'Change Company'. Below this is the 'YOUR LOGIN DETAILS' section with fields for EMAIL *, PASSWORD *, and CONFIRM *. The next section contains fields for FIRST NAME *, LAST NAME *, STREET ADDRESS *, STREET ADDRESS LINE 2, CITY *, and COUNTRY *. At the bottom, there are partial fields for STATE/PROVINCE and ZIP CODE/POSTAL CODE. A note indicates that fields with an asterisk are required.

4. Click "Submit"

This screenshot shows the same registration form as the previous one, but with additional sections and a highlighted 'Submit' button. The 'COMMUNICATION PREFERENCES' section includes checkboxes for receiving email/text reminders, Roseville Parks and Recreation offerings, and sharing contact information. Below this is a reCAPTCHA verification area with a green checkmark and the text 'I'm not a robot'. A dark blue Scribe Pro notification box is visible in the top right corner. The 'Submit' button at the bottom is highlighted with a yellow rectangle.

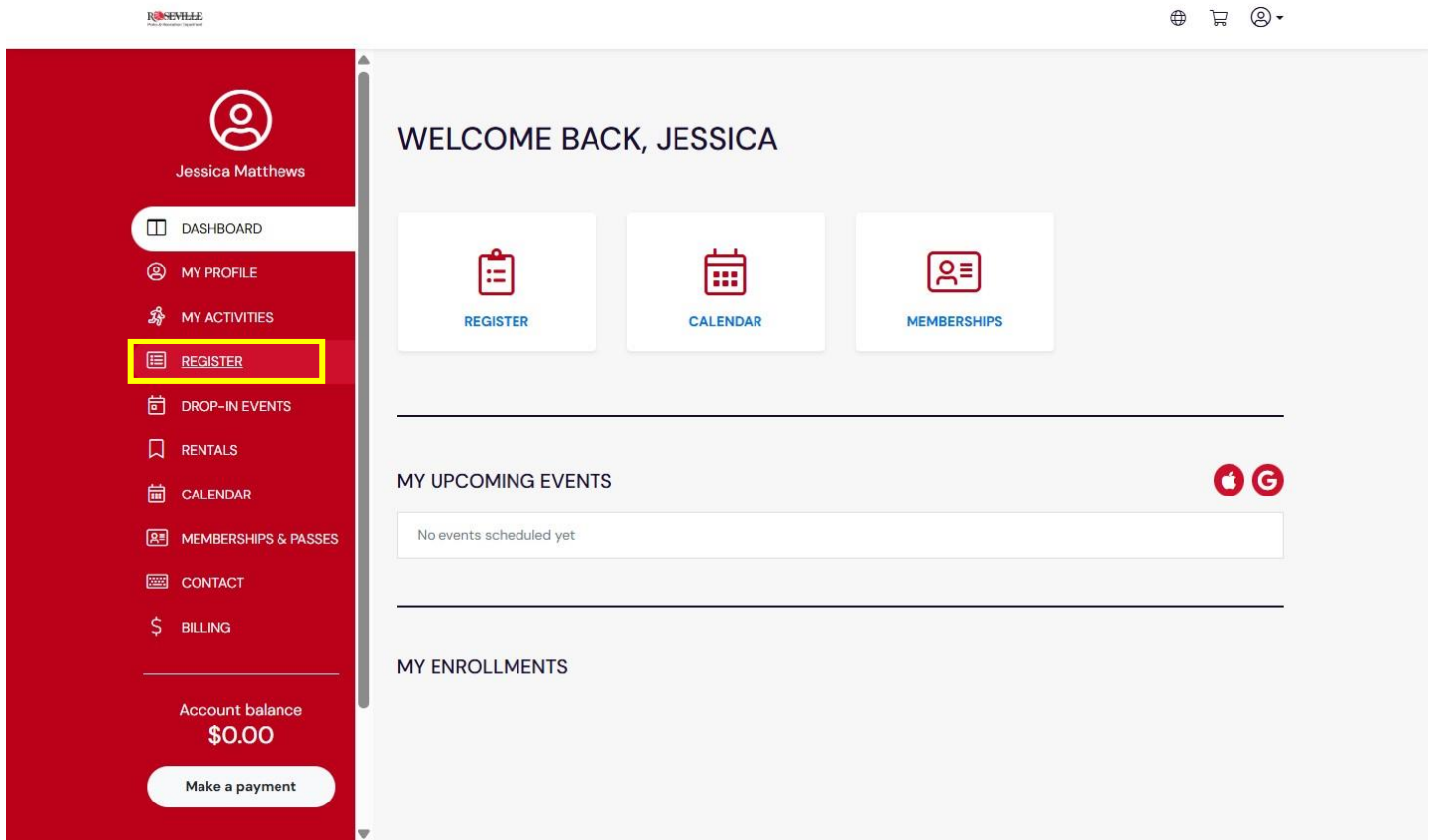
5. Click "Sign in"

The screenshot shows the Roseville Parks & Recreation DASH portal. On the left, a red sidebar contains navigation links: REGISTER, DROP-IN EVENTS, RENTALS, CALENDAR, CONTACT, and a highlighted 'Sign in' button. The main content area has a search bar, a '+ Add child' button, and an 'Invite Partner' button. Below these are communication preferences with checkboxes for email/text reminders, Roseville offerings, roster information, and family member information. A reCAPTCHA 'I'm not a robot' checkbox is also present. A red 'Submit' button is at the bottom. A Scribe Pro notification is in the top right corner.

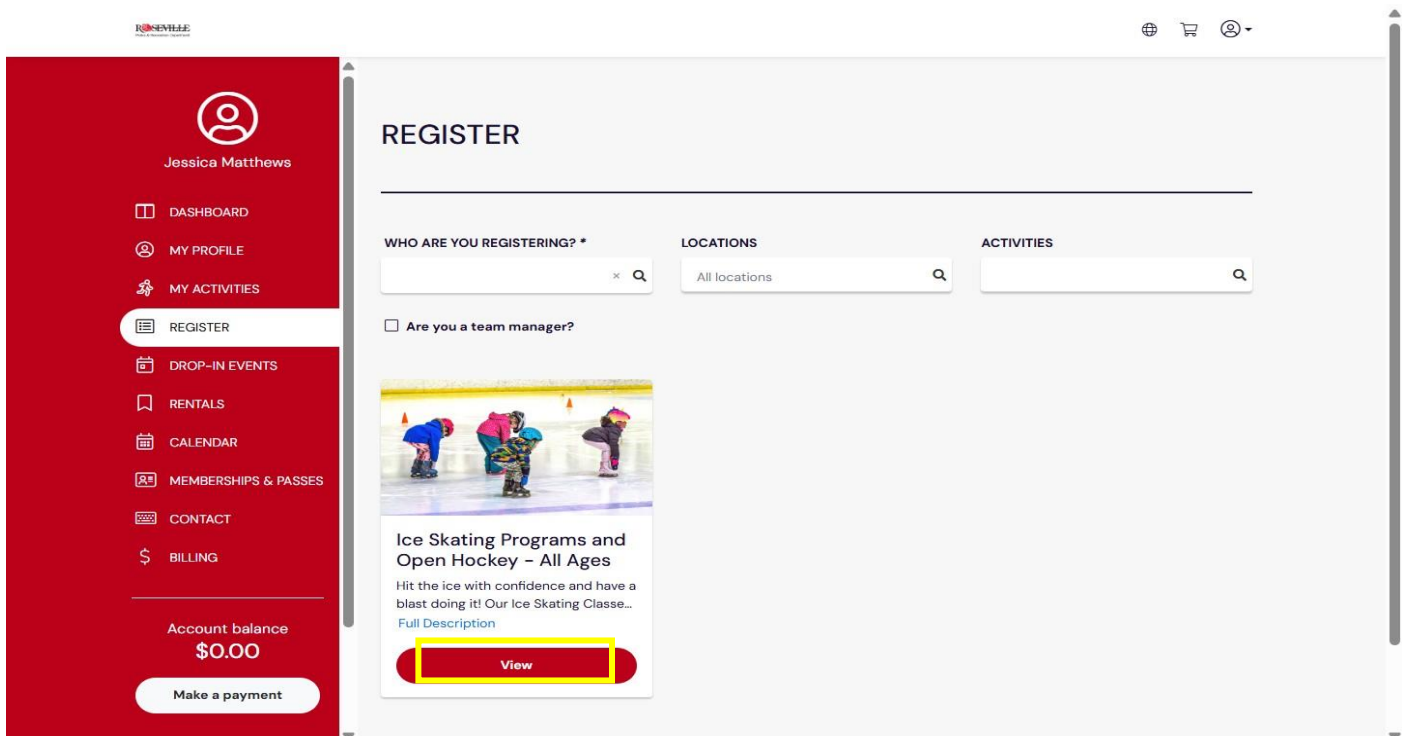
6. Sign In and click "Login"

The screenshot shows the 'SIGN IN' form on the Roseville Parks & Recreation DASH portal. The left sidebar is visible with the 'Sign in' button. The main content area is titled 'LOGIN OR CREATE AN ACCOUNT' and 'SIGN IN'. It features input fields for EMAIL, PASSWORD, FIRST NAME, STREET ADDRESS, and CITY, each with a red asterisk and a 'This field is required' message. There is a 'Keep me signed in' checkbox and a 'Forgot your password?' link. At the bottom are 'Create an account' and 'Login >' buttons. A Scribe Pro notification is in the top right corner.

7. Click "Register"



8. Click "View"



9. Select the Open Hockey you want to join.

WHO ARE YOU REGISTERING? x

LOCATIONS All locations

ACTIVITIES

TIME OF YEAR

GENDER Any

SKILL LEVEL

DAYS OF WEEK ☐ Su ☐ Mo ☐ Tu ☐ We ☐ Th ☐ Fr ☐ Sa

Year-Round Morning Afternoon

Open Hockey Adult 18+
Hockey, Ice - Skill Level - Recreational
Adult Open Hockey provides those 18+ the opportunity to...
Roseville Parks and Recreation [Read more](#) **View**

Year-Round Afternoon

Open Hockey Womens
Hockey, Ice - Skill Level - Recreational
Adult Open Hockey provides those 18+ the opportunity to...
Roseville Parks and Recreation [Read more](#) **View**

Year-Round Morning Afternoon

Open Hockey GOALIE 18+
Hockey, Ice - Skill Level - Recreational
Adult Open Hockey provides those 18+ the opportunity to...
Roseville Parks and Recreation [Read more](#) **View**

Year-Round Afternoon

Open Hockey GOALIE Womens
Hockey, Ice - Skill Level - Recreational
Adult Open Hockey provides those 18+ the opportunity to...
Roseville Parks and Recreation [Read more](#) **View**

Account balance \$0.00
Make a payment

10. Select the specific day and time you want to register.

DAYS OF WEEK ☐ Su ☐ Mo ☐ Tu ☐ We ☐ Th ☐ Fr ☐ Sa

Showing all results

9/2/2025 8:30am Tue # 2 events 1 hour 15 minutes Coed

Open Hockey Tuesday 18+
Adult Open Hockey provides those 18+ the opportunity to participate in open pick-up hockey games. Various age groups, dates ,an...
Roseville Parks and Recreation [Read more](#) \$7.35 **Register**

9/3/2025 11:30am Wed # 2 events 1 hour 15 minutes Coed

Open Hockey Wednesday 18+
Adult Open Hockey provides those 18+ the opportunity to participate in open pick-up hockey games. Various age groups, dates ,an...
Roseville Parks and Recreation [Read more](#) \$7.35 **Register**

9/4/2025 8:30am Thu # 2 events 1 hour 15 minutes Coed

Open Hockey Thursday 18+
Adult Open Hockey provides those 18+ the opportunity to participate in open pick-up hockey games. Various age groups, dates ,an...
Roseville Parks and Recreation [Read more](#) \$7.35 **Register**

9/5/2025 8:30am Fri # 2 events 1 hour 15 minutes Coed

Open Hockey Friday Morning Adult 18+
Adult Open Hockey provides those 18+ the opportunity to participate in open pick-up hockey games. Various age groups, dates ,an...
Roseville Parks and Recreation [Read more](#) \$7.35 **Register**

Account balance \$0.00
Make a payment

11. Click “Select all” if you want to register for both weeks posted.

ROSEVILLE
Recreation Center

Account balance
\$0.00
Make a payment

REGISTRANT *
Jessica Matthews
Add family member

11:30am - 12:45pm
0/2 Selected
Select individual events

☒ Select All

☐ Aug 31 - Sep 6

☐ Sep 7 - Sep 13

DOES JESSICA HAVE ANY ALLERGIES OR MEDICAL CONDITIONS?
☐ YES ☐ NO

COMMENTS AND REQUESTS

Confirm Registration

12. Click “Confirm Registration”

ROSEVILLE
Recreation Center

Account balance
\$0.00
Make a payment

REGISTRANT *
Jessica Matthews
Add family member

11:30am - 12:45pm
2/2 Selected
Select individual events

☒ Select All

☒ Aug 31 - Sep 6

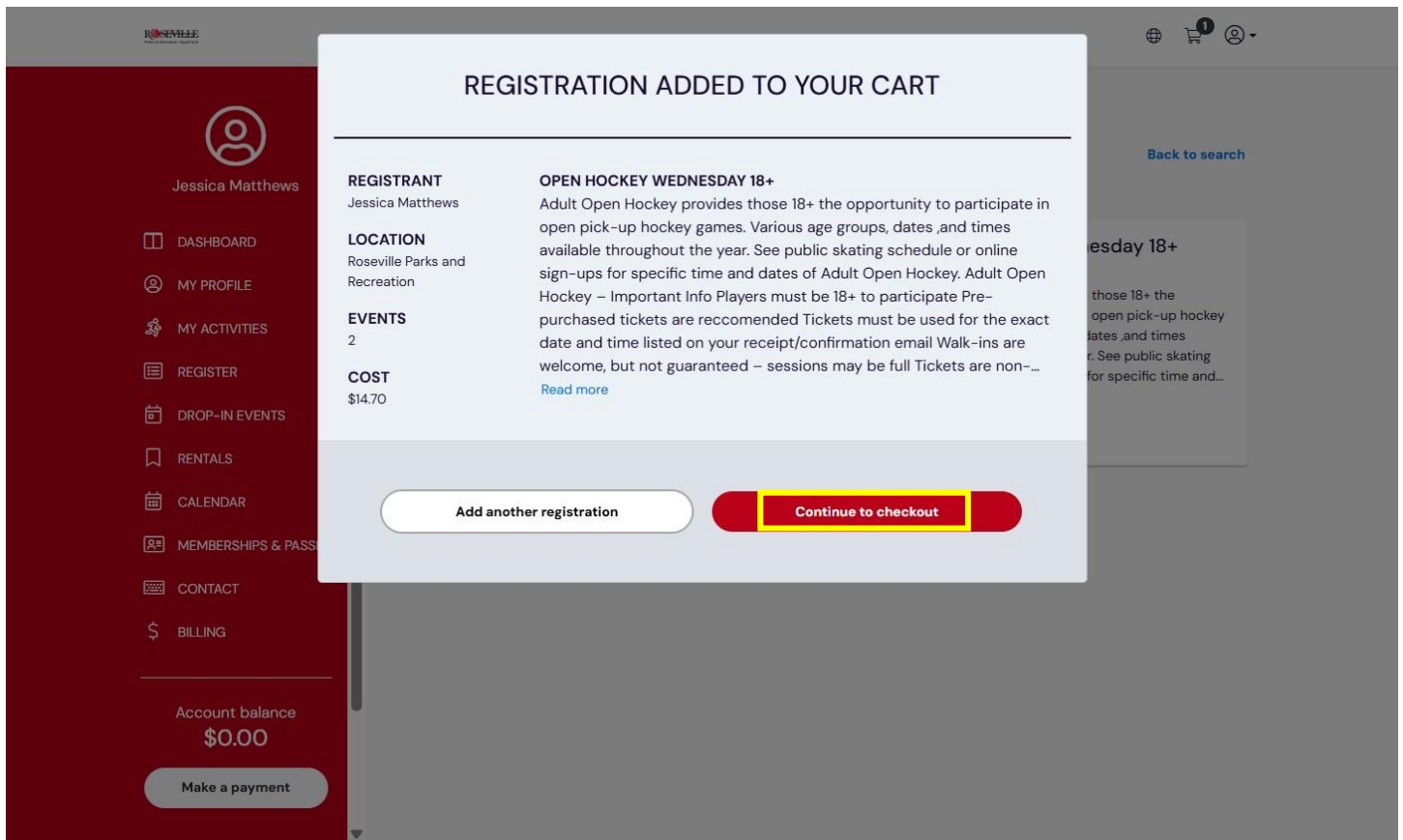
☒ Sep 7 - Sep 13

DOES JESSICA HAVE ANY ALLERGIES OR MEDICAL CONDITIONS?
☐ YES ☐ NO

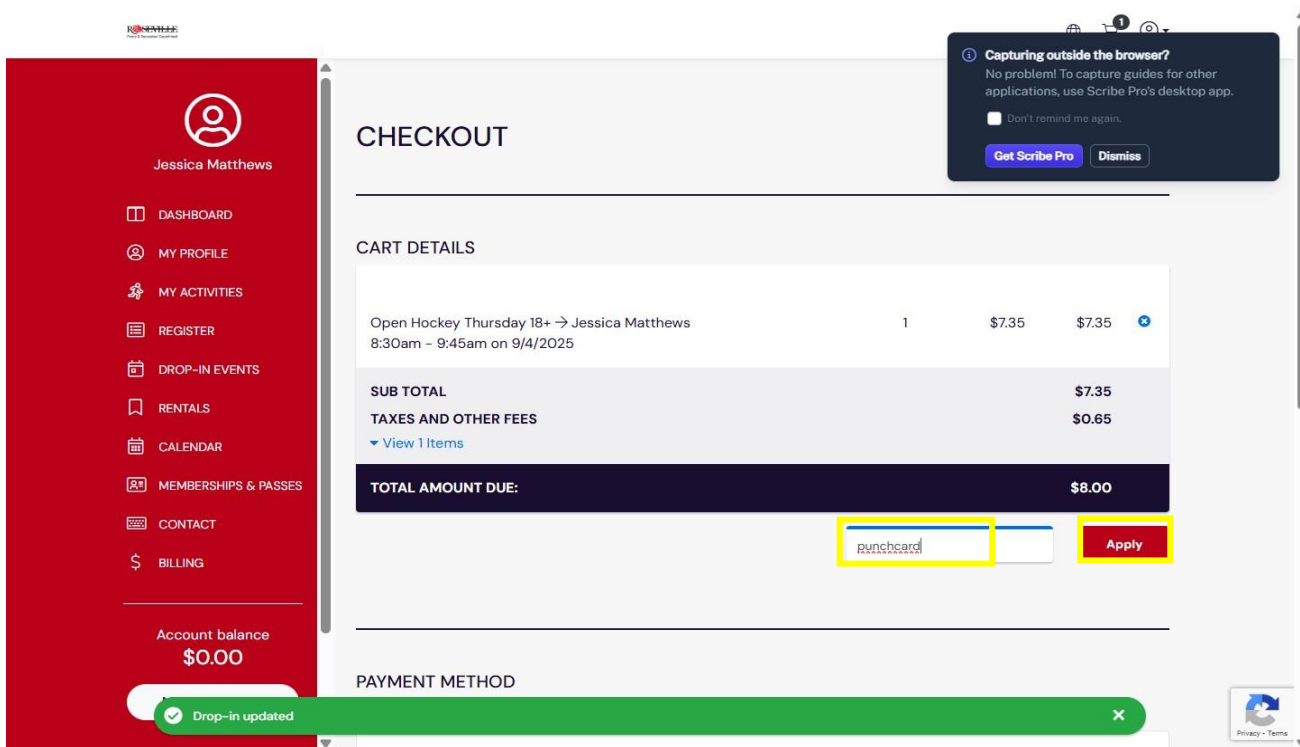
COMMENTS AND REQUESTS

Confirm Registration

13. Click “Continue to checkout”



14. If using a punchcard type “punchcard” in the discount code box. Then select apply.



15. If paying by card enter in card information.

City of Roseville Parks & Recreation

Payment Method

Email

☐ jes*****@cityofroseville.com
VISA **** 8981

☐ Use another email

Card

Card number: 1234 1234 1234 1234
Expiry date: MM / YY
Security code: CVC 123

Country: United States
ZIP code: 12345

By providing your card information, you allow City of Roseville Parks & Recreation to charge your card for future payments in accordance with their terms.

☒ **Save this payment method**

☐ Redeem gift card?

By proceeding with checkout you agree to the [account registration waiver](#) and the [privacy and refund policy](#)

Checkout

Account balance: \$0.00
Make a payment

Capturing outside the browser?
No problem! To capture guides for other applications, use Scribe Pro's desktop app.
☐ Don't remind me again.
Get Scribe Pro **Dismiss**

Privacy - Terms

16. To finalize registration click “Checkout”