



## New features on the BCRPA website

Although the look and feel of the BCRPA website is the same, there are new enhancements to five major areas of the site's functionality: Login/Account Creation; Memberships; Job Postings; Event Registration; and Online Purchasing.

The following is a summary of each new feature.

**Note to Fitness Leaders:** *The information below pertains to the BCRPA website and not The Registry™. The BCRPA site is where Fitness Leaders obtain BCRPA fitness program registration information, register for events, and access resources and fitness member benefits such as the Fitness News e-bulletin and FitLife BC magazine.*

*Work continues on the creation of the online database, The Registry™; where the public can search for qualified fitness professionals and registered fitness leaders create and showcase public profiles. Information on accessing and using The Registry™ website will be forwarded in the next while.*

### **Login/Account Creation:**

Current members and registered fitness leaders need to create a **new** login profile (username and password) to create their account. Once the account is created, users are able to access member-only sections of the website as well as the other new features listed below.

Once members and leaders are logged in, they will be able to set up and maintain their own account. Within these accounts contact information can be updated and past and current purchasing transactions and event/conference attendance (the history for both will be from this point forward) can be viewed. This is a personal account, viewable by individual account holders only.

Non-members also need to create a login profile before engaging in any commerce on the site (i.e.: event registration, job posting and publication purchases).

### **BCRPA Memberships**

Membership applications (for new and existing members,) can now be completed, paid for, processed, and confirmed online. This automated feature significantly reduces the processing time and provides instant renewal or enrolment. (**Note:** *This application process does not apply to Fitness Leaders who are registered through the [Fitness Registration Program](#)*)

### **Job Postings**

This very popular and well-used feature of our website has been completely revamped and automated. Job postings are searchable by category, region, and key words. Each job listing shows the full job posting information displayed on a new page, giving the job posting much more exposure. The page also includes a Google map showcasing the location of the job. Job postings are now pay-per-use. Current BCRPA members and registered fitness leaders have a discounted rate of \$35 per posting, with non-members paying \$55 per posting. Job posting applications are submitted and paid for online. This new process produces a faster turnaround and posting time. Each job listing is posted on the site for a four-week time period, beginning at the time of posting.

### **Event Registration**

Say goodbye to fillable pdf forms, and hello to online completion and submission forms. Registration for BCRPA events, conferences, workshops, and courses is now done online, and if paid for by credit card, processed immediately. Once enrolment is complete, member accounts will be automatically updated.

### **Online Purchasing**

The purchasing of memberships, publications, job postings, and event registrations (aka, shopping!) is now done through a shopping cart, providing a revisable list of items to be purchased (if buying multiple items), instant payment processing, and a history of purchases made.

To achieve these new website advances, we partnered with FCV ([www.fcv.ca](http://www.fcv.ca)). With a focus on helping their clients improve their customer experiences, FCV has helped us utilize technology that takes our member services to a level that our members have come to expect from their Association.

You can contact us at [registration@bcrrpa.bc.ca](mailto:registration@bcrrpa.bc.ca) if you need assistance with any of the BCRPA's new website features.