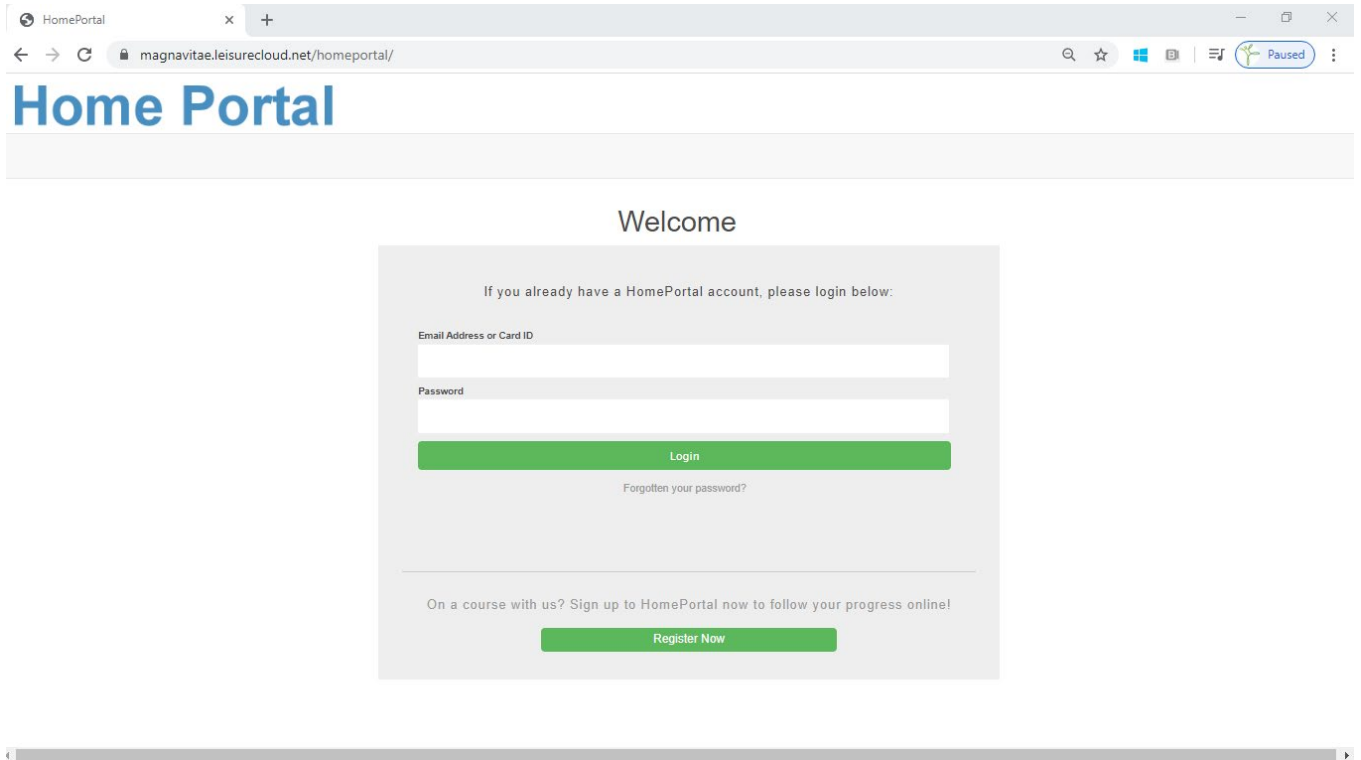


How to Register for Home Portal



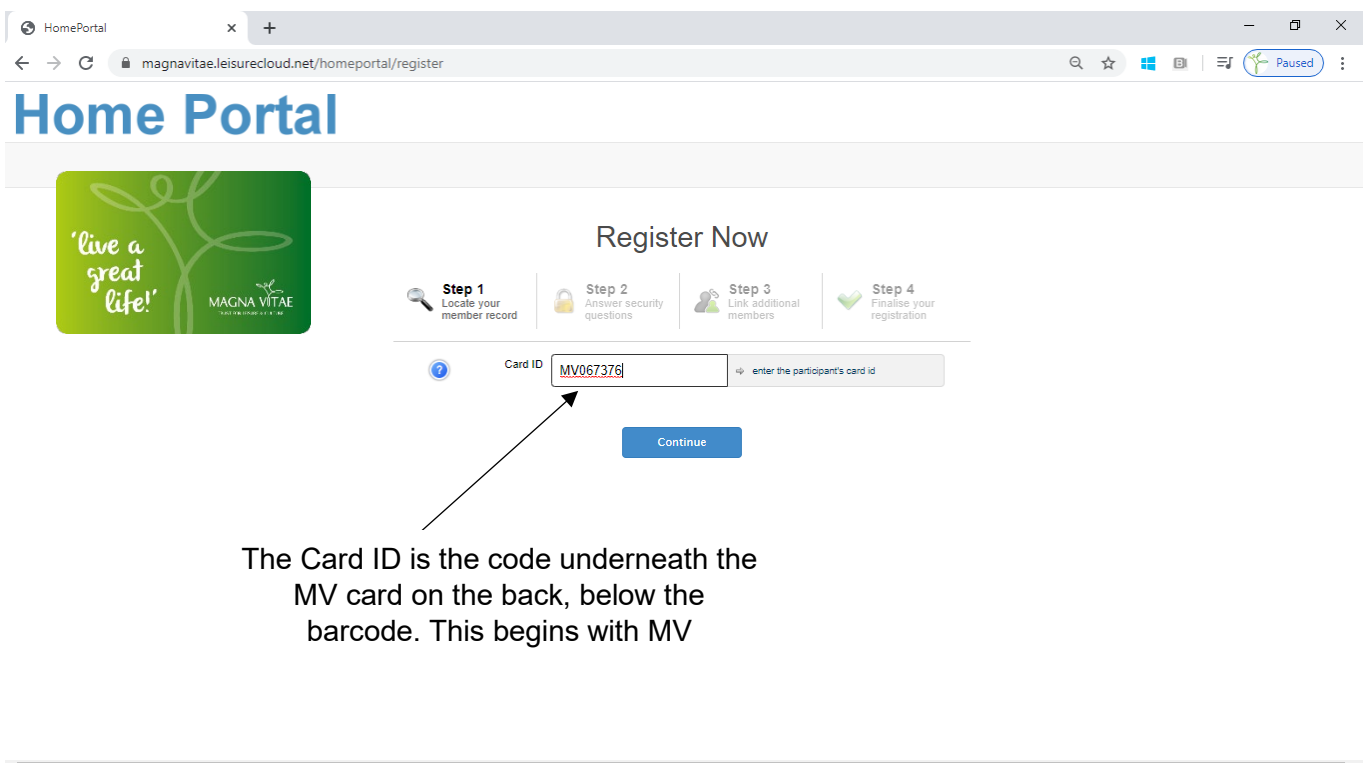
To register for Home Portal, you will need to know the email address or postcode on the child's account, along with their date of birth and have their green MV card to hand.

Once you access the Home Portal which can be accessed from here:

<https://magnavitaе.leisurecloud.net/homeportal/>

You will need to click the Register Now button

Once clicked you will be taken to this screen.



The Card ID is the code underneath the MV card on the back, below the barcode. This begins with MV

Once you click Continue, you will be taken to the screen below, here you will need to enter the child's date of birth and either the email address or postcode related to that account and click continue

HomePortal x +

magnavita.leisurecloud.net/homeportal/register/2

Home Portal

Register Now

Step 1 Locate your member record

Step 2 Answer security questions

Step 3 Link additional members

Step 4 Finalise your registration

Member's Date of Birth 01/01/2015 should be in dd/mm/yyyy format

Now, answer ONE of the following:

Member's Email Address info@mytlc.org enter the participant's email address

OR

Member's Postcode enter the participant's postcode

Continue

The next screen will display the child you have registered. Here if you have additional children to add, the same process will need to be completed.

HomePortal x +

magnavita.leisurecloud.net/homeportal/register/3

Home Portal

Register Now

Step 1 Locate your member record

Step 2 Answer security questions

Step 3 Link additional members

Step 4 Finalise your registration

Anybody else..?

HomePortal allows you to group several members into one account.
This means that you only need to login once to see the whole family!

+ Add another member

My members:

Homer MV067376

That's everyone, proceed to finish

Once you have added all the children you need to if you click "That's everyone, proceed to finish" you will then be taken to the final screen.

HomePortal x +

magnavita.leisurecloud.net/homeportal/register/4

Home Portal

Register Now

Step 1 Locate your member record

Step 2 Answer security questions

Step 3 Link additional members

Step 4 Finalise your registration

Please enter login details for your account to finalise the process.

Your Email Address info@mvtic.org please enter your email address

Set a Password please enter your password

Your password must meet these requirements:

- Over 8 characters long.
- Must contain at least one capital letter.
- Must contain at least one number.
- Must contain at least one special character.

Confirm Password please confirm your password

I have read and accept the [terms and conditions](#).

Confirm

On this screen it will automatically populate the email address that you have used, if you entered the email address earlier on. If not, please enter the email address you would like to use to access the Home Portal. You will also need to create and set a password to access the Home Portal. Remember to tick the terms and conditions once you have read them and then proceed to confirm.

HomePortal x +

magnavita.leisurecloud.net/homeportal/register/confirm

Home Portal

Register Now

Step 1 Locate your member record

Step 2 Answer security questions

Step 3 Link additional members

Step 4 Finalise your registration

Thank you, we have now sent you an email to confirm your account.

Please click the link in the message to complete your registration.

[Go to the HomePortal homepage.](#)

You have now completed your registration for the Home Portal. Click “Go to the Home Portal homepage” and log into your account.