



Harford County Office on Aging Senior Center Division

FOR MEMBERS – How to use Keyword Search and Filters to find Senior Center classes in the online catalog

Anyone can browse the Senior Center online catalog, however you must create a CivicRec account and renew your Senior Center Membership online to register for classes.

Step 1. Go to the online Senior Center Catalog:

<https://secure.rec1.com/MD/office-on-aging-harford-county/catalog>

You can find the class or classes you are looking for several ways!

1. Along the top and you will see **TABS** for each location where the Office on Aging offers senior classes: Edgewood, ERCC (Edgewood Recreation and Community Center), Fallston, Havre de Grace and McFaul. Our online video classes are listed under the Virtual Senior Center tab.
2. **You can search by KEYWORD** (for example, type in the instructor's name, or a title, such as Yoga)

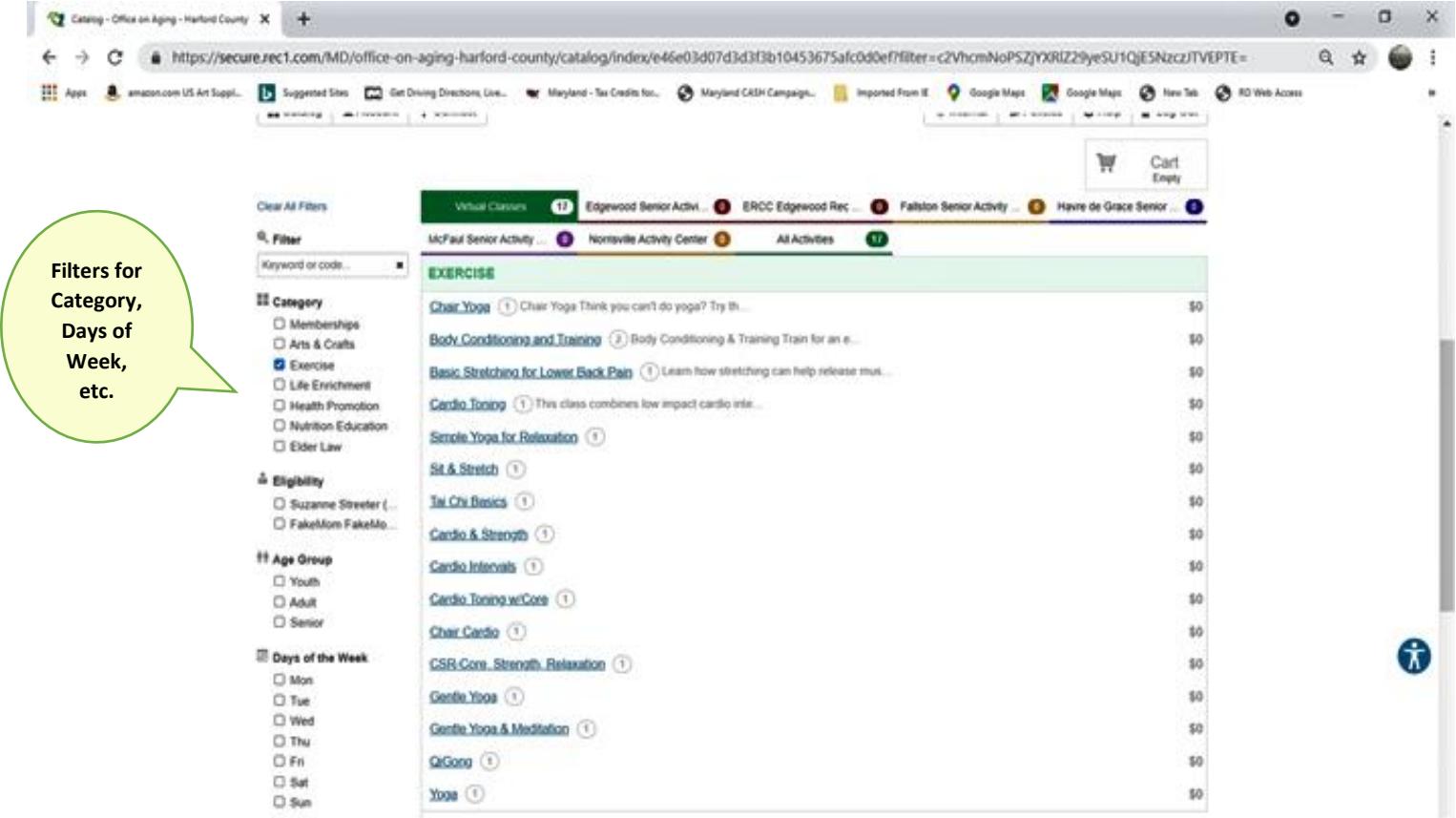
Example: By selecting "streeter" as the keyword, it shows a class taught by Suzanne Streeter

The screenshot shows a web browser displaying the Harford County Senior Center Catalog. The URL in the address bar is <https://secure.rec1.com/MD/office-on-aging-harford-county/catalog/index/e46e03d07d3d3f3b10453675afc0d0ef?filter=c2VhcmNoPWN0cmVidGVy>. The page features a navigation bar with tabs for Catalog, Account, and Connect. On the left, there are filters for Category (Memberships, Arts & Crafts, Exercise, Life Enrichment, Health Promotion, Nutrition Education, Elder Law), Eligibility (Suzanne Streeter, FakeMom FakeMo...), Age Group (Youth, Adult, Senior), and Days of the Week (Mon, Tue, Wed). The main content area shows a list of activities under the 'ARTS & CRAFTS' category, with one item highlighted: 'Making Paper Flowers'. The details for this class include: Activity: Making Paper Flowers, Session: Free Video Sample Class, Location: Location TBD, Date Range: Year-round, Days: TBD, Age/Gender: 55+up, Activity Code: SC205AC SC205AC, Fee: \$0.00, Registration: Opened Nov 16 - 12:00 AM, Instructor: Suzanne Streeter. To the right, there is a 'ACCOUNT MEMBERS' section with checkboxes for Suzanne Streeter (Adult) and FakeMom FakeMo (Adult), both marked as 'Eligible'. A green callout bubble on the left points to the search bar with the text 'Type in keyword here'. A green callout bubble on the right points to the location tabs with the text 'Location tabs'.

3. You can select Filters:

- **Category** (Arts & Crafts, Exercise, etc.). *Example: By checking the Exercise filter, all classes in that category will appear.*
- **Days of the Week**
- **Tags** (Seated, Beginner, Advanced, etc.)

NOTE: If you're not finding what you want, make sure to Clear your Keyword(s) and Filters and try again.



Filters for Category, Days of Week, etc.

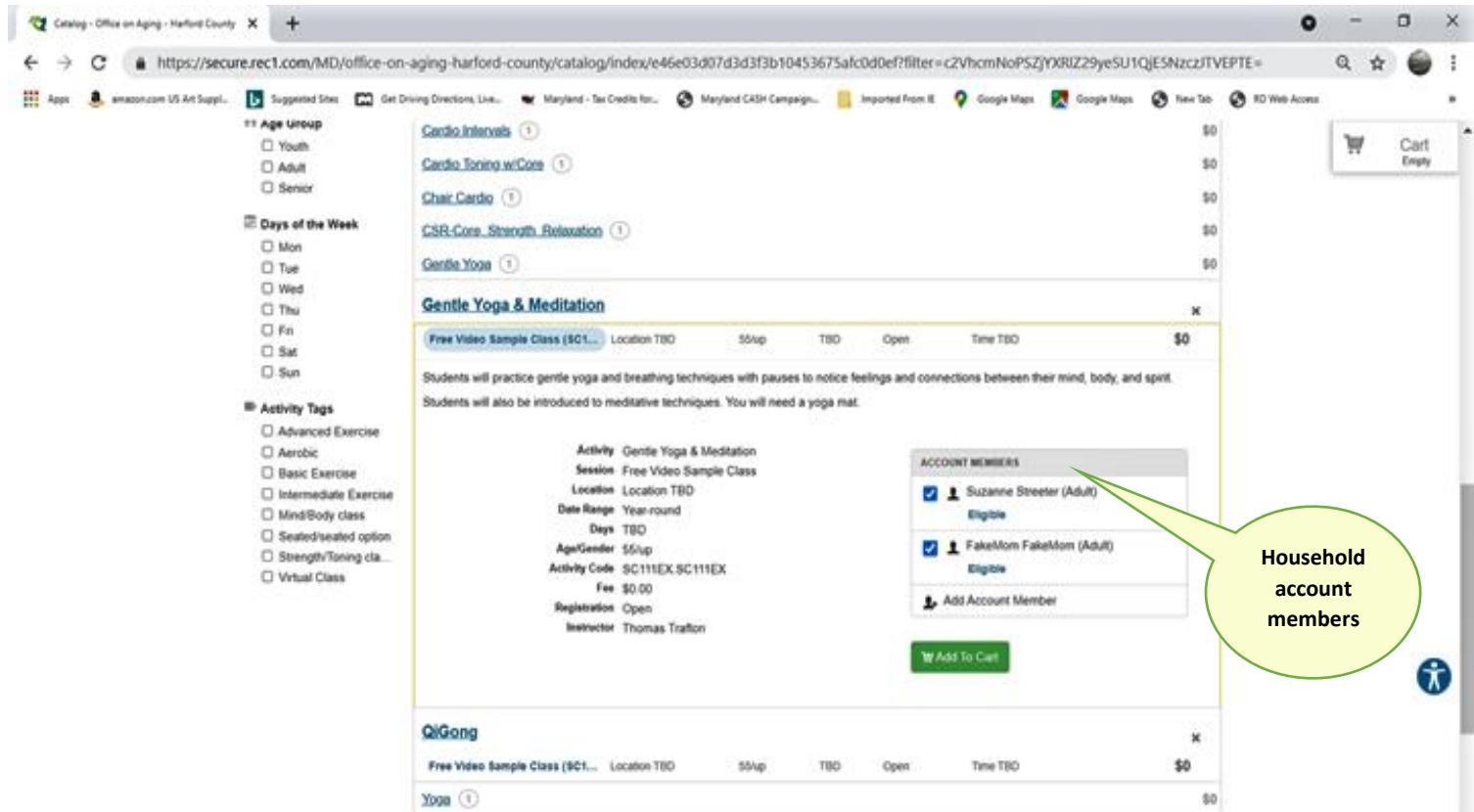
EXERCISE

Class Name	Description	Price
Chair Yoga	Chair Yoga Think you can't do yoga? Try th...	\$0
Body Conditioning and Training	Body Conditioning & Training Train for an e...	\$0
Basic Stretching for Lower Back Pain	Basic Stretching for Lower Back Pain Learn how stretching can help release mus...	\$0
Cardio Training	Cardio Training This class combines low impact cardio with...	\$0
Simple Yoga for Relaxation	Simple Yoga for Relaxation	\$0
Sit & Stretch	Sit & Stretch	\$0
Tai Chi Basics	Tai Chi Basics	\$0
Cardio & Strength	Cardio & Strength	\$0
Cardio Intervals	Cardio Intervals	\$0
Cardio Toning w/Core	Cardio Toning w/Core	\$0
Chair Cardio	Chair Cardio	\$0
CSR Core, Strength, Relaxation	CSR Core, Strength, Relaxation	\$0
Gentle Yoga	Gentle Yoga	\$0
Gentle Yoga & Meditation	Gentle Yoga & Meditation	\$0
QiGong	QiGong	\$0
Yoga	Yoga	\$0

You can select any combination of these methods: Keyword, Category, Filters, Tags

Once you find the class you are seeking, click on your name and add to your cart. It will show if you or other household account member are eligible (age 55 and have an active Senior Center Membership). If you are not eligible by age, it would not allow you to register for the class. If your **Senior Center Membership is not current**, it will prompt you to add it to your cart and complete the membership screens. **You can click on any class title** to get more information about the class, such as the description, days and times offered, etc.

If a member of your household is eligible and registering for the same class or classes that you are, you can process registration for both members at one time by checking both names. For example, I can enroll myself (Suzanne Streeter) and "FakeMom" in **Gentle Yoga and Meditation**:



The screenshot shows a web browser window with a sidebar on the left containing filters for Age Group (Youth, Adult, Senior), Days of the Week (Mon-Sun), and Activity Tags (Advanced Exercise, Aerobic, Basic Exercise, Intermediate Exercise, Mind/Body class, Seated/seated option, Strength/Toning class, Virtual Class). The main content area displays a list of classes:

- Cardio Intervals**
- Cardio Toning w/Core**
- Chair Cardio**
- CSR-Core, Strength, Relaxation**
- Gentle Yoga & Meditation**
 - Free Video Sample Class (\$0.00)** Location TBD, \$5/up, TBD, Open, Time TBD, \$0.00
 - Students will practice gentle yoga and breathing techniques with pauses to notice feelings and connections between their mind, body, and spirit.
 - Students will also be introduced to meditative techniques. You will need a yoga mat.
 - Activity**: Gentle Yoga & Meditation
 - Session**: Free Video Sample Class
 - Location**: Location TBD
 - Days Range**: Year-round
 - Days**: TBD
 - Age/Gender**: \$5/up
 - Activity Code**: SC111EX:SC111EX
 - Fee**: \$0.00
 - Registration**: Open
 - Instructor**: Thomas Tratton
- QiGong**
 - Free Video Sample Class (\$0.00)** Location TBD, \$5/up, TBD, Open, Time TBD, \$0.00
- Yoga**

A green callout bubble on the right side of the screen points to a sidebar titled "Household account members" which lists two account members:

- Suzanne Streeter (Adult) Eligible
- FakeMom (FakeMom) (Adult) Eligible

A green "Add to Cart" button is visible below the class details.

You can select **Add to Cart**, add additional classes, and then proceed to **Checkout**. Refer to **How to Register for Classes** procedure on our web site or pick up a print copy at your local center..