Editing/Adding Registration Messages for ALL Categories:

1. Go to www.active.com/explorer

2. Type in your username and password, click log in

3. When the page refreshes go to the "Select Listing ->" drop down bar located in the top left – pull the bar down to select which listing you would like to access.

4. Once you have selected a listing you will see a set of yellow folders on the left hand side of the page; under the *Customization* folder select the **Registration Messages** tool.

5. You will now be able to edit the three different messages. You can view a description or hint for each message by clicking on the blue question mark.

6. Be sure to click **Save** once you have finished making your edits.