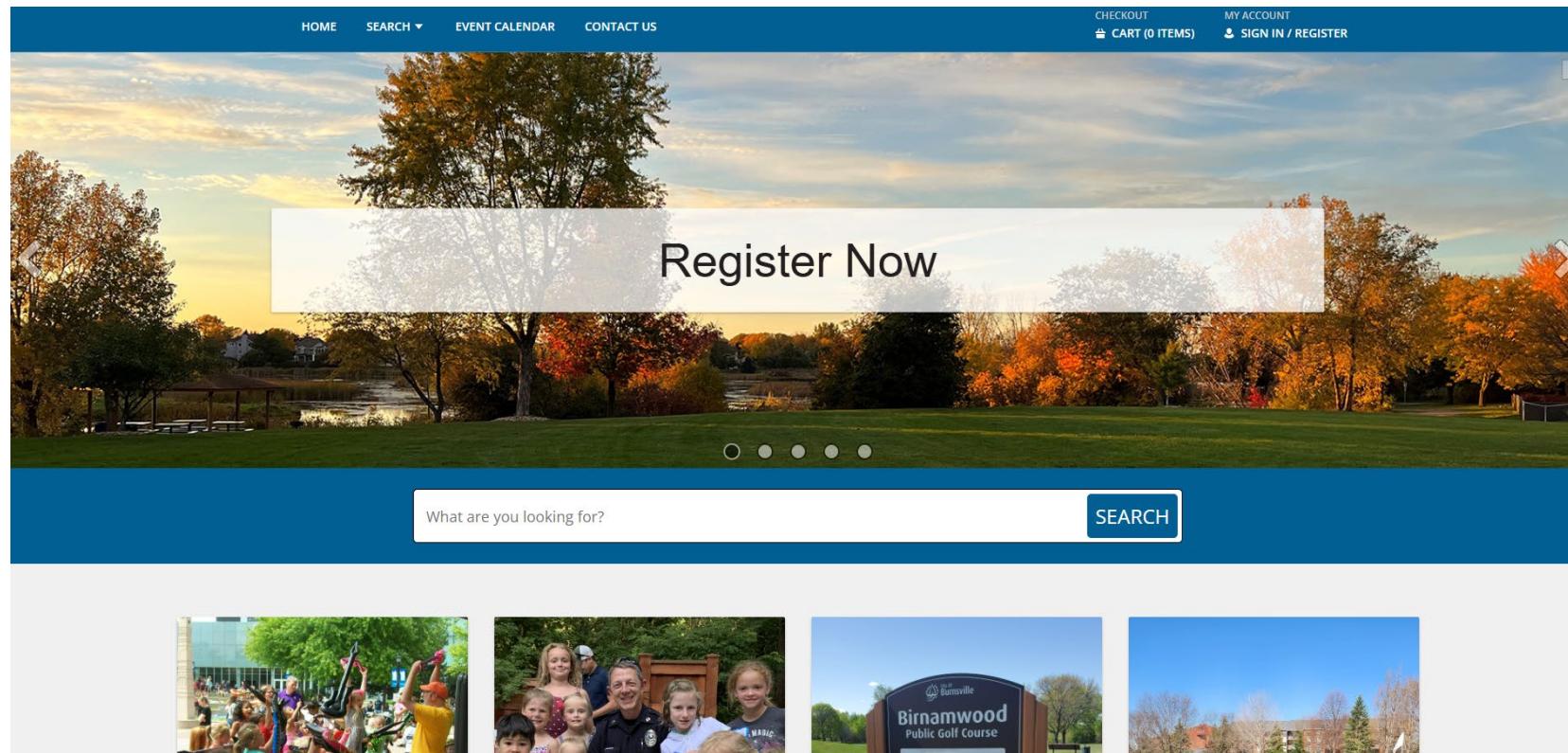


How to Register for Activities in RecTrac (WebTrac)

Step 1: Visit the Registration Website

Go to [City of Burnsville Splash Page](#)



The screenshot shows the homepage of the City of Burnsville website. At the top, there is a navigation bar with links for HOME, SEARCH, EVENT CALENDAR, and CONTACT US on the left, and CHECKOUT, CART (0 ITEMS), and MY ACCOUNT on the right. A large, semi-transparent overlay with a white 'Register Now' button is centered over a scenic background of a park at sunset. Below this, a search bar contains the placeholder text 'What are you looking for?' and a 'SEARCH' button. At the bottom, there is a row of four smaller images: a group of people at an event, a police officer with children, a sign for 'Birnamwood Public Golf Course', and a view of a residential area.

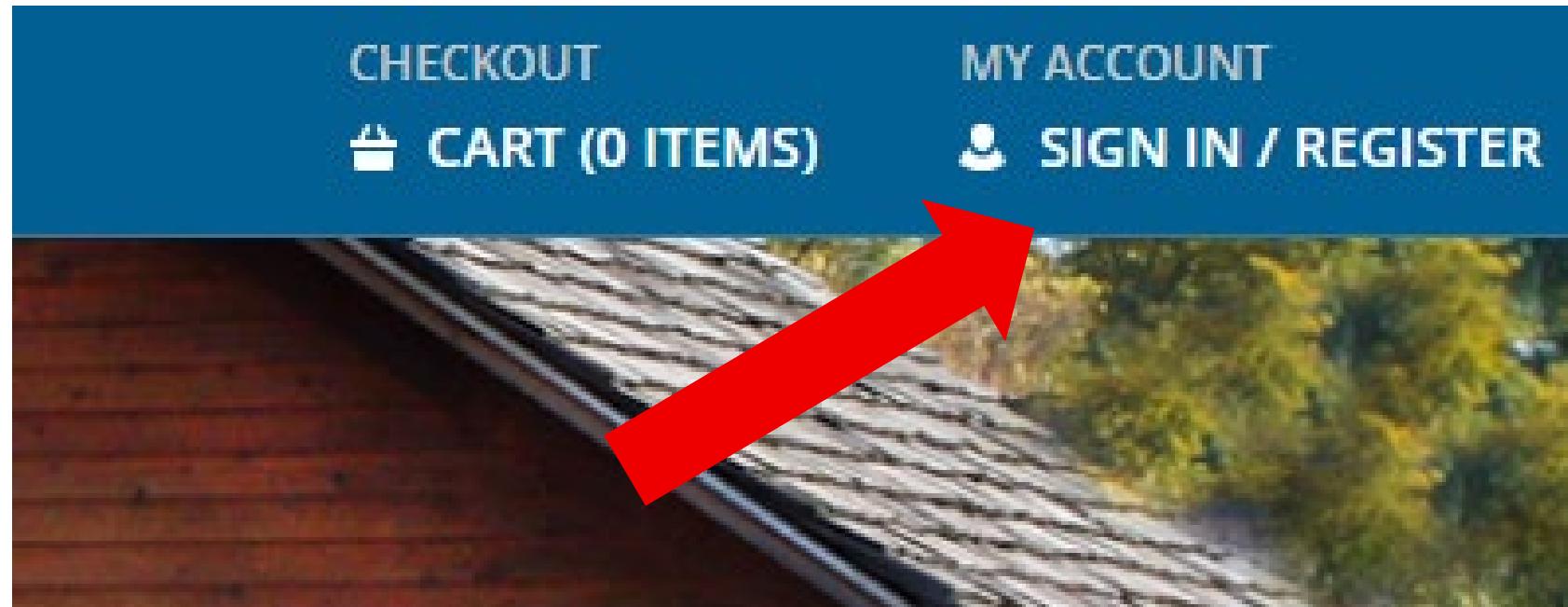
Step 2: Log In or Create an Account

Click “Sign In / Register.”\

Existing users: enter your email and password.

New users: click “Create an Account” and complete the required information.

Only one account is needed per household



Step 3: Find Your Activity

Select **Activities / Programs** from the menu.
Use filters (age, category, date, or keyword) to search.
Click the activity name for details.

WebTrac Activity Search

Search Results Showing results 1-20 of 37

Display Option: Detail ▾

Winter Golf - 102529
EACH PERSON WHO PLANS TO GOLF MUST REGISTER
If you need to register someone who isn't on your account, you will need to add them to your household under Update Account Details after you login...
1 Sections ▶

How Full is Your Bucket? Burnout and Career Survival for First Responders - 110207
Offered in coordination with the Burnsville Fire Department.
Presented by Nicole L Sawyer, PsyD.
Registration closes January 16th.

Nicole is a licensed clinical psychologist in New Hampshire. She has been in clinical practice since 2005 and works exclusively with public safety professionals and first responder agencies. Dr. Sawyer is the public safety training consultant for NH's Fire/EMS and Police Academies. She has served for more than 15 years as the supporting psychologist for the NH State Police Peer Support Unit, and she provides clinical support for various regional Critical Incident Stress Management (CISM) teams serving both Fire and Police agencies. In addition to her role as an instructor for the NAMI Crisis Intervention Training (CIT) program for first responders, she is the professional crisis intervention specialist for multiple SWAT and Negotiation Units, responding alongside law enforcement to community incidents. Having reached international audiences with her straight-talking, candid trainings and workshops, Dr. Sawyer is best known for taking a direct approach to the psychological challenges faced by public safety professionals and first responders over the course of their careers.
1 Sections ▶

Activity #	Description	Dates	Days	Times	Location	Cost	Availability	Ages
110207-3	How Full is Your Bucket? Burnout and Career Survival for First Responders	01/23/2026 -01/23/2026	F	9:00 am -11:30 am	Berean Baptist Church	\$160.00/\$160.00	Available	...

Volleyball Camp - 17061701
Ages 6-12
...
1 Sections ▶

Type (0)

Filter

- Adult Fitness & Wellness
- Birnamwood Golf Course
- Burnsville Ice Center
- Community Gardens
- Family & Special Events
- Nature & Outdoor Prog...

Select All Clear Selection

Location (0)

Category (3)

Activity Number

Show Sections with X Spots Available? (A large red arrow points to this button)

Keyword Search Option

Match One ▾

Step 4: Add to Cart

Choose the correct participant.

Select the session if prompted.

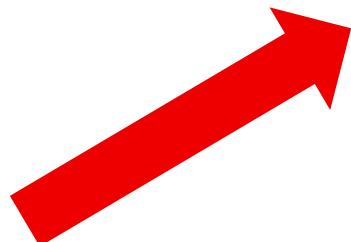
Click **Add to Cart**.

1 Selected Items

How Full is Your Bucket? Burnout and Career Survival for First Responders (110207-3)

[Clear Selection](#)

[Add To Cart](#)

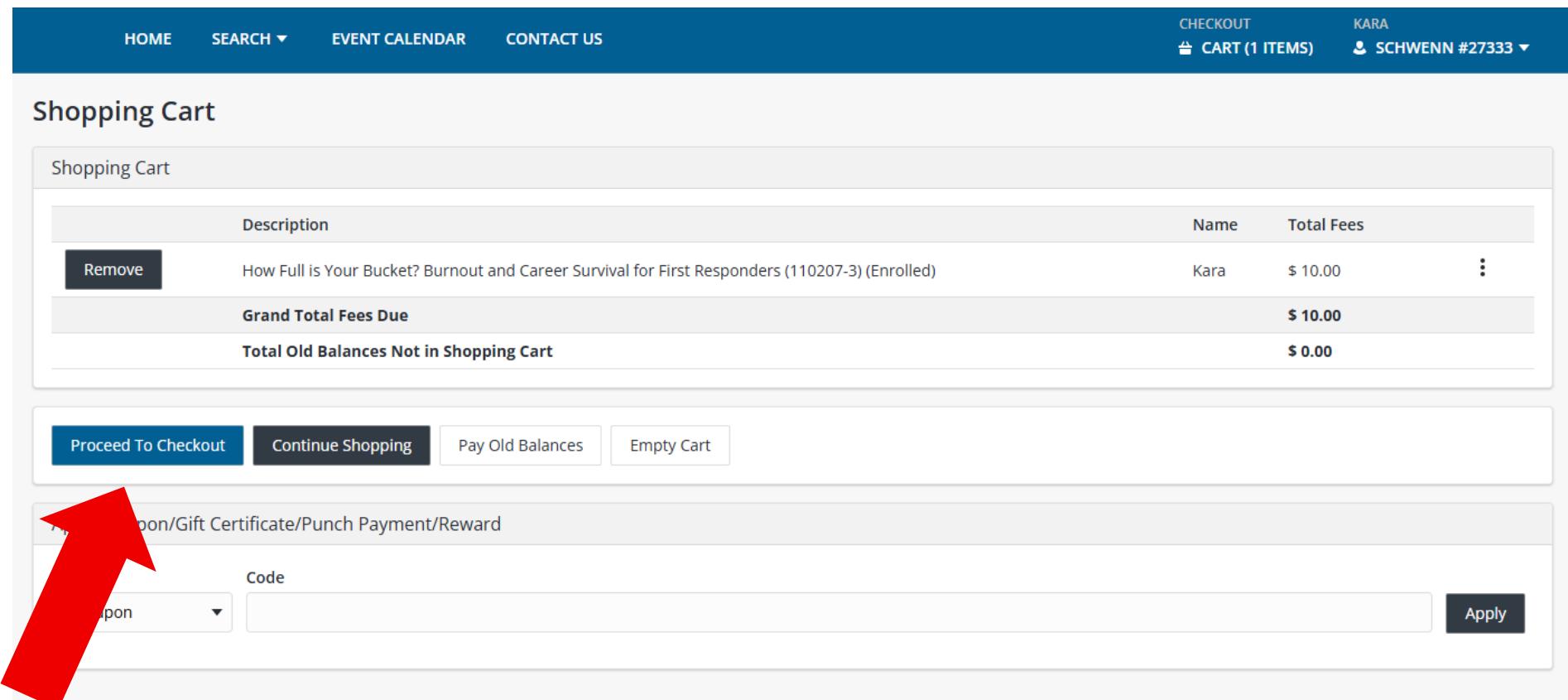


Step 5: Checkout

Click the shopping cart icon.

Review your selections.

Complete required waivers and submit payment.



The screenshot shows a website's shopping cart page. At the top, there is a navigation bar with links for HOME, SEARCH, EVENT CALENDAR, and CONTACT US. On the right side of the navigation bar, there are links for CHECKOUT, a shopping cart icon with the text 'CART (1 ITEMS)', and a user profile for 'KARA SCHWENN #27333'. The main content area is titled 'Shopping Cart' and contains a table with the following data:

Description	Name	Total Fees
Remove How Full is Your Bucket? Burnout and Career Survival for First Responders (110207-3) (Enrolled)	Kara	\$ 10.00
Grand Total Fees Due		\$ 10.00
Total Old Balances Not in Shopping Cart		\$ 0.00

Below the table are four buttons: 'Proceed To Checkout' (highlighted with a red arrow), 'Continue Shopping', 'Pay Old Balances', and 'Empty Cart'. Further down, there is a section for entering a coupon code, with fields for 'Coupon/Gift Certificate/Punch Payment/Reward' and 'Code', and a 'Apply' button.

Step 6: Confirmation

A confirmation screen will appear once registration is complete.
A confirmation email will be sent—please keep it for your records.