

## How to sign up your swimmers for events on Team Unify

1. Log into the system.
  - a. Go to the web site: <http://www.teamunify.com/Home.jsp?team=illtfst>
  - b. Click on *Sign IN*.
  - c. Sign in with your user name and password.
2. Click on *Events*.
3. Under the event that you want to enter your swimmers events in click *edit commitment*.
  - a. Example: June 22<sup>nd</sup>-23<sup>rd</sup> No long Course Meet.

Timed final event at Downers Grove South High School. Address: 1436 Norfolk Street. Downers Grove, IL, 60516 10 & U AM Sessions: Warm Up 7:00am, Meet Start 8:00am 12 & U Afternoon Sessions: Warm Up...

4. Click on the *your swimmers name*

Click on Member Name to declare for this Event:

Member Name	Member Commitment	Coach Approved	Last Updated
R Cunningham *Active	Not Committed		06/03/13 14:18

5. Select Yes please sign (Your Swimmers First Name) up for this event. Only select no thank you if you are not able to attend a championship meet your swimmer has qualified for.

**Athlete Event Signup**

Member Athlete: **R Cunningham**

Event: **No Long Course Meet (Jun 22 ~ 23, 2013)**

\*Declaration:

Notes:

6. Enter limit on days that you can swim or event request.

Member Athlete: **R Cunningham**  
 Event: **No Long Course Meet (Jun 22 ~ 23, 2013)**  
 \*Declaration: Yes, please sign [R] up for this event  
 Notes: Only Sat  
 Only Sun  
 Please enter them in Fly


7. If events are listed you may select the events you would like your swimmer to participate in. Please note that the coach has final say. The events that you select will only be look at as requests and not what they are going to swim.

Only Admin can customize [Entry Time] and set [Bonus] items.

	Best Time	Entry Time	Bonus	Exhibition	Approval	Day	Sess	Ev#	Gen	Event	Qualify Time
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	3	22	M	Open 200 Free	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	3	24	M	Open 100 Fly	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	3	26	M	Open 200 Back	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	3	28	M	Open 100 Breast	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		1	3	30	M	Open 400 Medley	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		2	6	52	M	Open 200 Fly	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		2	6	54	M	Open 100 Back	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		2	6	56	M	Open 200 Back	
<input type="checkbox"/>	NT	NT	<input type="checkbox"/>	<input type="checkbox"/>		2	6	58	M	Open 100 Free	

8. Click save changes at the bottom of the page when you have selected all of the events that you would like the swimmer to participate in.

NT NT   2 / 62 M Open 1000 free



12. Once you have entered all of your swimmers you just need to log out. Your site coach and I will take care of the rest.