**Registering for a Swim Meet**

**Sign in** to [www.lansdownelightning.com](http://www.lansdownelightning.com)

Here are the steps if you **ARE GOING**:

* Under Meets & Events (Swim Meet Tab), you will see all of the meets listed with Edit Commitment to the right side or you can click on Events tab at the top of the home page and click Event Sign Up
* Click On **Edit Commitment** for the meet you would like to register
* Click on you swimmers name
* Under \***Declaration** scroll down and click onto **Yes, please sign up**
* Once yes is selected, you will see the events your child **MAY** be eligible to swim
* You will also see the best times inserted into the Entry Time field and highlighted in yellow
* **Check** the **Checkbox to the left of those events** you would like to swim
* Once you have finished, **click** on the **Save Changes Button** in the lower right (you may changes strokes up until the registration deadline)
* Repeat the process for additional swimmers
* You will notice that Coach Approval column will indicate Pending after  you submit
* **Please pay careful attention to:
     -   Maximum Event Entry Limitations IF PRESENT.**
* **-   Add any notes (right under declaration) that you want the Coach to see**

Your coach will review your declaration and APPROVE or REJECT your request and once they submit the final choices you will be able to review by signing in and clicking on the Attend This Event button for any events listed on our team website. **Look at the Coach Approval column for the events that you have been confirmed to swim.**

Here are the steps if you **ARE NOT GOING**:

* Click on the Member Names [they default to Not Committed]
* Under \***Declaration** scroll down and click onto **No, thanks**
* Click on the **Save Changes** button to save the changes in the lower right corner
* If you have more than one child, repeat the same task as listed above