

GRAND TRAVERSE BAY YMCA BREAKERS

SWIM TEAM Registration 2017 / 2018 Steps & Requirements

Swimmer EVALUATION performed by Coach

EXISTING Swimmers who swam last season (skip eval) check with YMCA Front Desk (WEST) for Group Placement as designated by Coach. OPEN 8/22/2017.

NEW Swimmers are Evaluated by Coach Kathy for Group Placement. Evaluation results are taken to YMCA Front Desk @ WEST by family where the rest of registration is completed.

NEW Swimmer Evaluations held @ WEST YMCA September 5th - 7th, 2017 from 4:30 - 5:30pm.

After Swimmer is evaluated / Group Placement is known, **proceed to Front Desk to complete the following steps of Swim Team Registration process.**

- YMCA Membership Application (Front Desk, if not already a member)
- Release & Waiver of Liability & Indemnity Agreement (Front Desk)
- YMCA Swim Team Registration Form (Front Desk)
- Parent & Athlete Concussion Information Sheet (Front Desk)
- VOL & Fundraising Form (Front Desk)

Next step is to **proceed to a computer to complete Team Unify electronic Registration.**

- Register** Swimmer(s) in Team Unify (www.tcbreakers.com). Use the "How to" tutorial under the Parents | Documents tab for step-by- step instructions. **Required** to be completed prior to first swim practice. This is how families/swimmers receive email communication from team, attend/decline meets, volunteer for team events/meets, and track swimmers results.

Attend one of two parent meetings.

Required for New & Existing families. Either Thursday (September 7th or September 14th) @ WEST Multi-Purpose Rm, from 6 - 7pm

Complete Family Fundraising & Volunteer Hours during Season (discussed at Parent Meeting).

GRAND TRAVERSE BAY YMCA BREAKERS

“HOW-TO” complete Team Unify electronic Registration for your Swimmer(s)

Step 1: goto TCBREAKERS.COM

Step 2: Click Start Registration under Sign In on LEFT column

The screenshot shows the homepage of the Grand Traverse Bay YMCA Breakers. The top navigation bar includes links for Home, The Team, Breaker Info, Character First, Meets/Events, Documents, and Team Success. On the left sidebar, there is a 'Sign In' button with a dropdown menu containing 'Start Registration' and 'More Information'. A green arrow points to the 'Start Registration' link. Other sidebar elements include 'Contact Us', 'Swimmer City BREAKERS', 'TouchPad LIVE', 'Find us on Facebook', and 'JOIN THE FUNNEST SPORT THERE IS.' with a 'JOIN' button. The main content area features a 'NEW Swimmer Registration' button, a team photo, and a 'Welcome to the Grand Traverse Bay YMCA Breakers!' message. The bottom section includes 'Events' and 'News' tabs.

Step 3: Click Register Now (2017-2018 season)

The screenshot shows the registration page titled 'SHORT/LONG 2016-2017'. It provides information for returning members (7/25/16 - 7/1/17) and new members (8/15/16 - 7/1/17). The page includes a welcome message and instructions for electronic registration. At the bottom, there are two buttons: 'Register Now' and 'Check Registration'. A green arrow points to the 'Register Now' button. The footer contains copyright information, a 'Powered by TeamUnify' logo, and links for Website Terms of Use, Privacy Policy, and DMCA Policy.

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Step 4:

NEW FAMILIES: Click “I am a new user”, Proceed to step 4a. You will be prompted to add an email account.

EXISTING FAMILIES: Click “I am not logged in”, then click continue

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GRAND TRAVERSE BAY YMCA
BREAKERS

Home The Team Breaker Info Character First Meets/Events Documents Team Success

Sign In
Start Registration
My Information

SHORT/LONG 2016-2017

I am not logged in but have an existing account

I am a new user or I am not sure if I already have an account. This is the email I want to use

Cancel Continue

Secure by McAfee

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Step 4a: **NEW FAMILIES Only:** Set up an email account.

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GRAND TRAVERSE BAY YMCA
BREAKERS

Home The Team Breaker Info Character First Meets/Events Documents Team Success

Sign In
Start Registration
My Information

SHORT/LONG 2016-2017

I am not logged in but have an existing account

I am a new user or I am not sure if I already have an account. This is the email I want to use

Email

Your Date of Birth

* Required for compliance with the Child Online Privacy Protection Act

Cancel Continue

Secure by McAfee

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Step 5: Account Set Up

NEW FAMILIES: Fill in all required Fields

EXISTING FAMILIES: Update all necessary information

The screenshot displays the registration website for Grand Traverse Bay YMCA Breakers. The page is titled "SHORT/LONG 2016-2017" and prompts the user to "Please enter your account information for our records." The form is divided into three main sections: "EMAIL ADDRESSES" and "BILLING INFORMATION".

EMAIL ADDRESSES:

- Sign-In Email:
- *Password: (at least 6 characters)
- *Confirm Password:
- Alternate Email 1:
- Alternate Email 2:

BILLING INFORMATION:

- *First Name:
- Middle Initial:
- *Last Name:
- *Billing Address:
- *Billing City:
- *State:
- *Zip Code:
- *Home Phone:
- Work/Mobile Phone:

The website header includes the YMCA logo with the tagline "FOR YOUTH DEVELOPMENT® FOR HEALTHY LIVING FOR SOCIAL RESPONSIBILITY" and the "GRAND TRAVERSE BAY YMCA BREAKERS" logo. A navigation menu at the top lists: Home, The Team, Breaker Info, Character First, Meets/Events, Documents, and Team Success. A sidebar on the left contains links for Sign In, Start Registration, More Information, Contact Us, and various sponsor logos including TouchPad LIVE, Facebook, and USA Swimming.

Step 6: Member Selection

EXISTING FAMILIES: can select swimmers that will be participating in the upcoming 2016/2017 season. You will be prompted to review your swimmers information as you select their name. Please update any necessary info (T-shirt Size, Swim Group Level). You may also ADD a new swimmer at this point if needed. Please note you will need to check Medical Release Waiver, Liability Waiver, Vol and Fundraising Acknowledgement. Then click continue.

NEW FAMILIES: click the ADD NEW Member button in RED. Fill in necessary info that is flagged with a "*". Click Release Waiver Info and Continue



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FOR SOCIAL RESPONSIBILITY



GRAND TRAVERSE BAY YMCA BREAKERS

- Home
- The Team
- Breaker Info
- Character First
- Meets/Events
- Documents
- Team Success

- Sign Out
- My Event Fundraising
- My Sponsor Center
- System
- My Account
- Contact Us



Sponsors

Advertiser Here | Sponsor Login

View All

- Account Details
- Member Selection
- Fees Summary
- Payment
- Success

SHORT/LONG 2016-2017

Please check the known members associated with your account that you'd like to register.

EXISTING MEMBERS (Registration For Returning Members starts on 7/26/16 and closes on 7/1/17)

These are the existing Members associated with your account. Please check the members that you'd like to register. Certain fields are required before you can continue with the registration.

Member Name	Member ID	Member Type	Member Status

Add New Member

MEDICAL RELEASE WAIVER (PRINTER FRIENDLY VERSION)

I certify that I am the parent or legal guardian for my child(ren). I hereby give my permission for any supervisor, coach or other team administrator associated with the Grand Traverse Bay YMCA Breakers to seek and give appropriate medical attention for our child(ren) in the event of accident, injury, illness. I will be responsible for any and all costs associated with any necessary medical attention and/or treatment.

I hereby waive, release and forever discharge Grand Traverse Bay YMCA Breakers and associated supervisor, coach or other team administrator from all rights and claims for damages, injury, loss to person or property which may be sustained or occur during participation in Grand Traverse Bay YMCA Breakers activities, whether or not damages or loss is due to negligence. I hereby acknowledge that my children is (are) physically fit and capable of participation in all Swim Team activities.

[Required] I have read and agree to the above statement

LIABILITY WAIVER (PRINTER FRIENDLY VERSION)

By registering my child(ren) with the Grand Traverse Bay YMCA Breakers, I agree to participate (or allow my child(ren) and family members to participate) in the Grand Traverse Bay YMCA Breakers, and hereby release Grand Traverse Bay YMCA Breakers, its directors, officers, agents, coaches, and employees from liability for any injury that might occur to myself (or to my child(ren) and family members) while participating in the Grand Traverse Bay YMCA Breakers program, including travel to and from training sessions, swim meets or other scheduled team activities.

I agree to indemnify and hold harmless the above mentioned organizations and/or individuals, their agents and/or employees, against any and all liability for personal injury, including injuries resulting in death to me, my child(ren) and/or other family members, or damage to my property, the property to my child(ren) and/or other family members, or both, while I (or my child(ren) or family members) participating in the Grand Traverse Bay YMCA Breakers program.

[Required] I have read and agree to the above statement

VOL AND FUNDRAISING ACKNOWLEDGEMENT (PRINTER FRIENDLY VERSION)

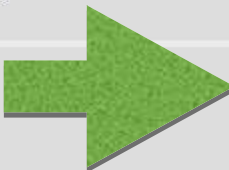
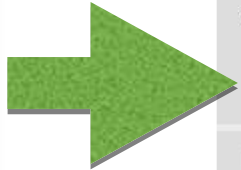
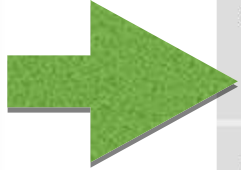
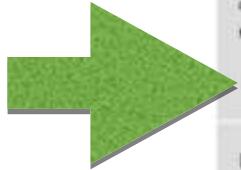
I have read the Family Requirements. As the parent of a Grand Traverse Bay YMCA Breaker swimmer, I understand that volunteering and fundraising is required for my child to participate with the club. I understand that all fees will be paid to the Grand Traverse Bay YMCA.

[Required] I have read and agree to the above statement

Go Back

Continue

CHECK EXISTING SWIMMER NAME/S



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Step 7: Fee's and Summary Tab: You will not be charged anything but will need to click Submit.

The screenshot shows the 'Fees Summary' tab for the 'SHORT/LONG 2016-2017' registration. The page includes a navigation menu at the top with options like Home, The Team, Breaker Info, Character First, Meets/Events, Documents, and Team Success. A sidebar on the left contains links for Sign Out, My Event Fundraising, My Sponsor Center, System, My Account, and Contact Us. The main content area features a table of registration fees:

Athlete to be registered	Group	Birthdate	Age	Gender	Fees
Swimmer/s Name	Senior Group			Male	Reg: \$0.00
	Junior Group			Female	Reg: \$0.00
	Developmental Group			Female	Reg: \$0.00
Subtotal:					\$0.00
Total:					\$0.00

At the bottom of the table, there are 'Back' and 'Submit Order' buttons. A large green arrow points from the table area towards the 'Submit Order' button. The footer includes a 'Secure by Truste' logo, copyright information for TeamUnify, LLC, and links for Website Terms of Use, Privacy Policy, and DMCA Policy. The TeamUnify logo is also present in the bottom right corner.

Step 8: You should receive an email from GTBY Breakers via Team Unify that confirms your Registration Receipt, fairly immediately (within 10 - 15 minutes). You will notice that the Status will state "Pending Approval".

- 1) If you do not receive an email, verify that a valid email address was entered.
- 2) If email is correct and still do not receive, please follow up with Coach Kathy.

Step 9: **IMPORTANT LAST STEP**, Once the Coach reviews all registrations and accepts, you will receive another email requesting you to go back into Team Unify, please *click link in email*, Log in and accept / verify your email address and password.

- 1) **EXISTING FAMILIES:** will be prompted to re-set your password (if you enter thru the link in email and it states page could not open, please click the "TRY AGAIN" button). It will allow you to re-enter your existing password.
- 2) **NEW FAMILIES:** please click link in email (if you enter thru the link in email and it states page could not open, please click the "TRY AGAIN" button) enter email address, then lastly you will be prompted to create a password.
- 3) This last step will confirm you are set up to receive all email communications from team/coaches and allow you to sign up for swim meets and volunteer positions.