

HOW TO SIGN UP FOR SWIM MEETS & PAY MEET FEES TUTORIAL...

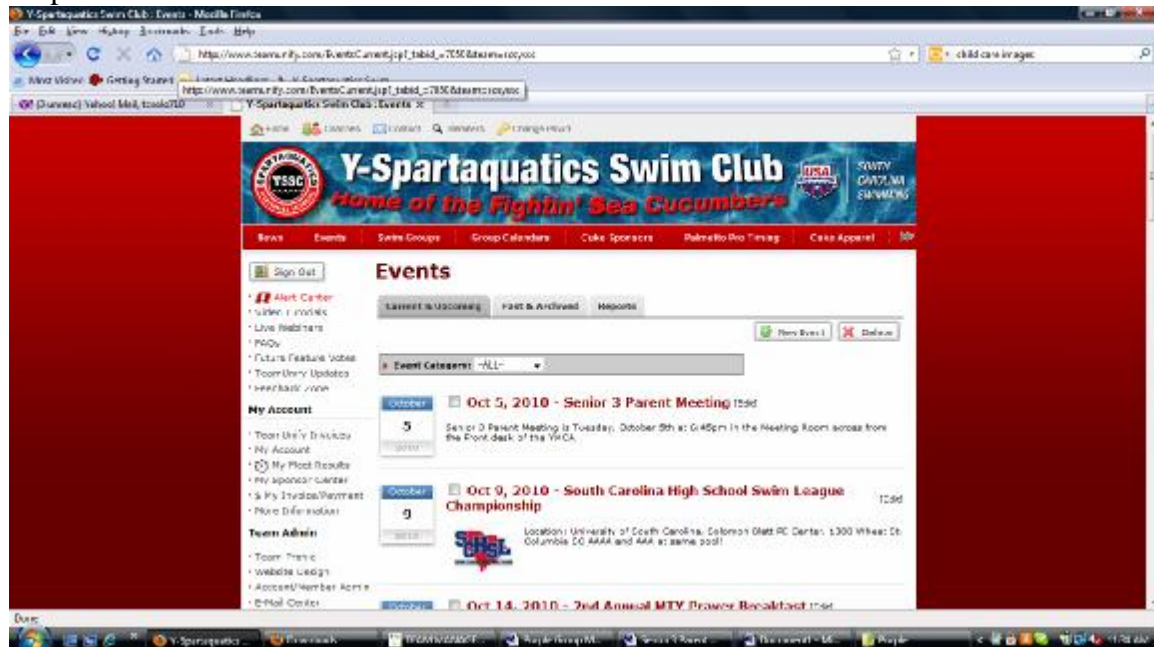
**On these screen capture images there will be additional options that appear because Coach Tim is using his account as webmaster in which there are more options per screen.

Step 1: Login into Website...



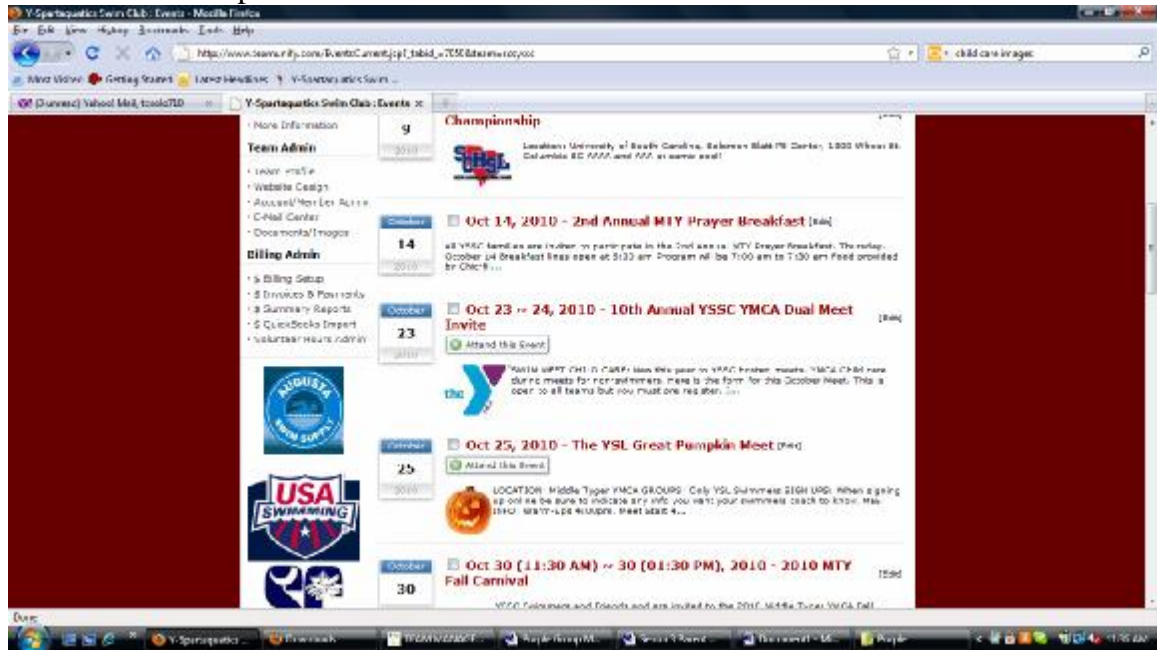
- Click on the box above the Augusta Swim Supply logo titled "SIGN IN"
- Enter your email and password that was emailed to you from Coach Tim @ TCSOLO710@yahoo.com. If you didn't receive your login info please email Coach Tim to let him know.

Step 2: Click on Events...



- The event tab is located right next to the News tab.
- Once you click on it the entire events list will show up.

- Scroll down to the meet you want your swimmer to sign up for. For example, the October meet pictured below...



- The 10th Annual YSSC YMCA Dual Meet Invite on October 23rd through the 24th.

Step 3: Click on the meet...



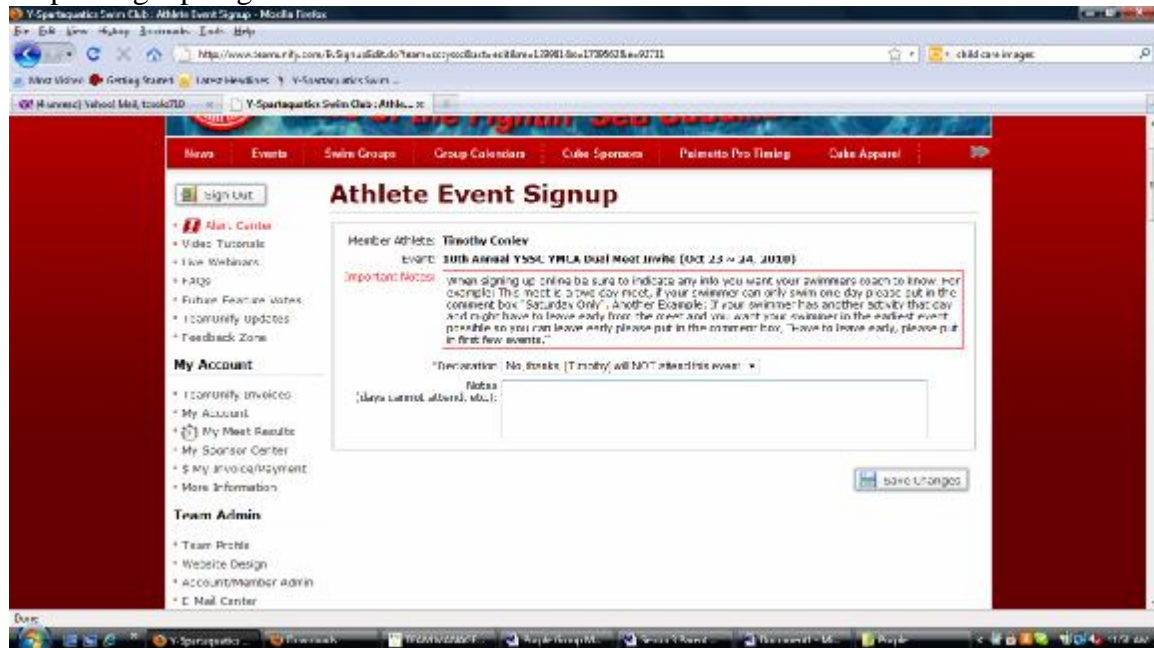
- As you can see there is a lot of information on this page
- Under Forms and Documents is the event list for both days of the meet and then YSSC Parent info for the meet. Under this document shows the times and prices for the meet as well as other important FAQs about the meet.
- Above the image for the meet is a box titled "Attend this event."

Step 4: Attend this Meet...



- When you click on “Attend this Event” the above page appears with your swimmer(s) name(s).
- Click on your swimmer’s name.

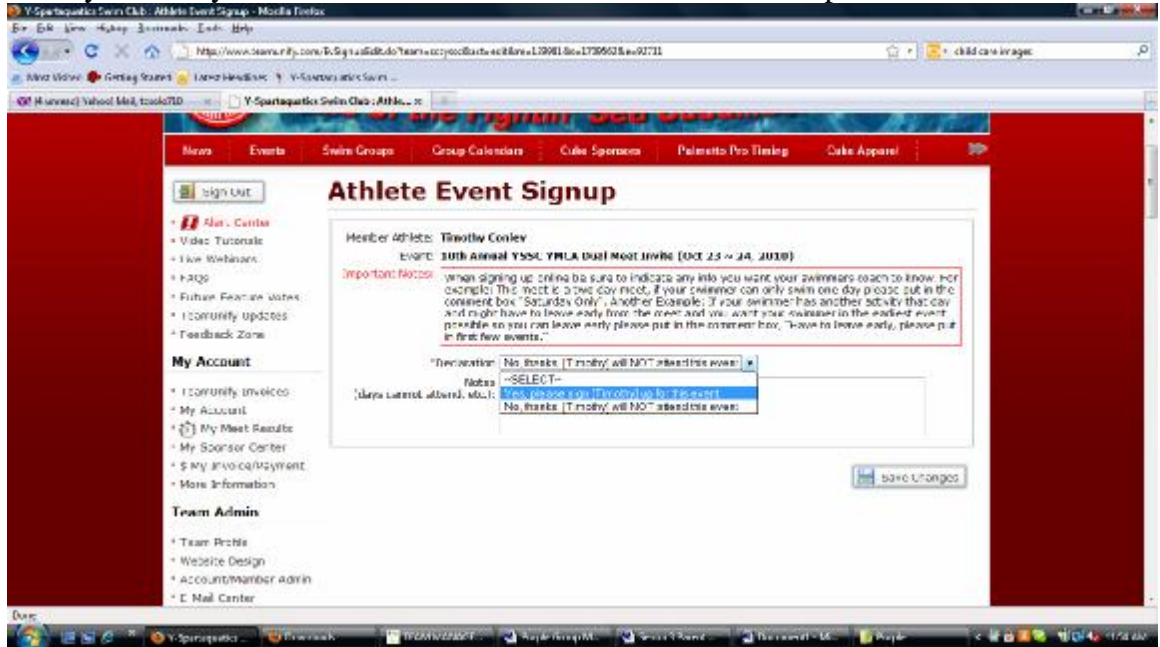
Step 5: Signup Page...



- On this page is your Swimmer’s Name, Event, Important Info, Declaration, and Notes.
- Under Important Info is: “When signing up online be sure to indicate any info you want your swimmers coach to know. For example: This meet is a two day meet, if your swimmer can only swim one day please put in the comment box

"Saturday Only". Another Example: If your swimmer has another activity that day and might have to leave early from the meet and you want your swimmer in the earliest event possible so you can leave early please put in the comment box, "Have to leave early, please put in first few events."

- If you want your swimmer to swim in the meet click the drop down box...



and select "Yes, please sign (Swimmer Name) up for this meet."

- If there is any info you want your swimmers coach to know please put that in the comment box.
- Click Save Changes..

Step 6: Verifying...



- After you click save changes the website will bring you back to the event signup page just like the above image. Next to your swimmer's name it will say, committed and will also date and time when you committed them.

Step 7: Coach's will do entries and email out for parents to verify prior to meet. These entries will also be posted on the event link for the meet.

Step 8: MEET FEES.

- Coach Tim will email out the meet fees for each swimmer once the entries are finalized.
- These fees must be paid prior to the swim meet.
- Once the entries are confirmed you are responsible to pay for the meet fees. Even if your swimmer for some reason ends up not attending the meet. Portions of the meet fees goes to paying to run the meet and for a travel fund for the South Carolina LSC.
- You can pay for the meet fees at the front desk OR you can email Coach Tim to draft the account on file at the YMCA that is being drafted for your YSSC monthly dues.

IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO ASK YOUR COACH OR COACH TIM ANYTIME!