

Guidelines for Entering the 2016 Australian Orienteering Championships in Queensland using Eventor

2016 AOC

The 2016 Australian Orienteering Championships will be held around the Gold Coast and Stanthorpe between September 24 and October 2nd. All the information relating to the Carnival is [here](#). This document relates only to entering the events using Eventor.

1. IOF ATHLETE ID NO.

If you are a **competitor entering an elite class** you will need to provide your IOF Athlete ID by emailing Rob Crosato at AOC2016treasurer@oq.asn.au. Competitors who do not provide their IOF Athlete ID will not be permitted to start in the elite class in the world ranking events. To obtain an IOF Athlete ID, go to [IOF World Ranking](#) > Athletes > Create user account, and follow instructions.

2. SPLIT STARTS/EARLY STARTS-NOW CLOSED.

3. SI CARD HIRE

If you do not have your own **SI stick** you will need to hire one by selecting the appropriate 'Service' in the Eventor entry page at a cost \$2 per event. For EVENTS 1 & 2, **Elite competitors** will be required to use an **SI Air Card**. If you do not have your own SI Air Card you will need to hire one by selecting the appropriate 'Service' in the Eventor entry page at a cost of \$3 per event.

4. CAMPING

Camping at the Stanthorpe Showgrounds will be available on the second weekend of the carnival. Powered and non-powered sites for 1 to 4 nights are available from Thursday Sept 29 to Sunday Oct 2nd. These options can be selected and paid for in the Services section of EVENT 10. The cost is \$22.00 per night powered site; \$15.00 per night unpowered site. The selection should be made on the primary contact's entry registration only. Please select each night required.

NOTE: If you're not sure yet whether or not you require camping, you will be able to still book and pay for a campsite via Eventor after entries close on August 28th and up to a week before the start of the carnival. A special event will be set up to enable this.

5. DINNER

A social dinner will be held on the evening of October 1st at the Dalveen Hall, 20 mins north of Stanthorpe. It will be catered for by the local QCWA.

Dinner will include a cheese platter/hot nibbles for entree; a range of hot meals and deserts; tea and coffee.

To register for the dinner, there are two steps:

- o Provide the number of attendees (and pay) through Eventor
- o Optionally, if required - Provide dietary requirements using the [Event Dinner Dietary Requirements Form](#). This form is also provided in the Documents and links box of EVENT 10. It

allows you to indicate vegetarian and gluten free meal preferences. For other dietary requirements or details about the meal, contact Liz Bourne on 0746836374 or email [here](#).

Payment can be made in the services section of EVENT 10. There are 4 categories available-Adult \$30; Secondary student (13 to 18 yrs.) \$25; Primary student (5 to 12 yrs.) \$15; Preschool child under 5 years- free

The person doing the entries should select the relevant number of each category required on his/her entry, including payment for non-competitor family members and friends.

If changes are required to your booking after you've made payment, please contact the event treasurer, Rob Crosato (refer section 8).

NOTE: If you're undecided about the dinner at this point, you will still be able to book dinner tickets via Eventor after entries close on August 28th and up to a week before the start of the carnival. A special event has been set up to enable this.

6. EVENT PRICING SUMMARY

A summary of entry fees for each of the events (excl. school champs & SI Hire) is as follows:

Event No.	Title	Elite Senior \$	Senior \$	Elite Junior \$	Junior \$
1	Aust Sprint	35	30	20	15
2	Aust Relay	32	30	17	15
4	Public Sprint		16	12	12
6	Public Race		16	12	12
8	Public Race		16	12	12
9	Model		6	6	6
10	Aust Long	44	42	23	21
11	Aust Middle	38	36	21	18

7. FAMILY ENTRY DISCOUNT

NOTE: This ONLY applies to entries where there are 2 adults and 2 or more juniors entering an event, in which case a discount is available for the 2nd junior onwards. It can ALSO be applied where there is one adult and 4 or more juniors in which case the discount is available for the 4th junior onwards.

A "Partial" family discount will be available for EVENTS 1, 2,4,6,8,9,10 and 11. These events will have a 'Services' option labelled "Family member discount-2nd+JUNIORS ONLY" which the primary family contact can select against the eligible junior entrants of the family.

Junior discounts available for each event are: Events 1&2 \$8.00; Events 4, 6, &8 \$7.00; Event 9 \$2.00; Event 10 \$5.00; Event 11 \$4.00.

NOTE: If a family has a junior in the 3 school events (3, 5, 7), they can count as the first junior when claiming for other junior discounts in the public races (4, 6, 8)

If you're not sure about eligibility, contact the AOC treasurer before entering.

Registrations with invalid claims will need to be rectified before the registration is accepted.

8. MODEL EVENT

Maps for the model event will be provided in your registration bags.

When entering, please indicate in the Services section whether you'd prefer to have your copy in a 1:15000 scale as opposed to a 1:10000 scale. If you'd prefer a 1: 10000 copy, just ignore the services option.

9. PAYMENT OPTIONS

PayPal/credit card will be the only online option offered in Eventor. If **alternative payment methods** such as EFT or cheque are preferred, please contact the event treasurer, Rob Crosato on 0746981538 or 0427107148, or email [here](#) to make other payment arrangements.

If paying from a country outside Australia and you prefer not to use PayPal, also contact the event treasurer for SWIFT bank transfer details.

10. DATE DEADLINES

Entrants should keep in mind that entry registration for the carnival closes at midnight on **SUNDAY AUGUST 28TH**. There will not be any late fee period. Any entries or changes after this date will need to be directed to the Carnival Co-ordinator, Mark Petrie, on 0429 899 928 or email [here](#)

11. REFUND POLICY

Cancellation of registrations up to midnight of **Sept 04, 2016** will attract a full PayPal refund less an admin fee of \$10 per order. For cancellations after Sept 04 up until Sept 23rd, any refunds will be at the discretion of the carnival committee. There will be no refunds considered once the carnival commences.

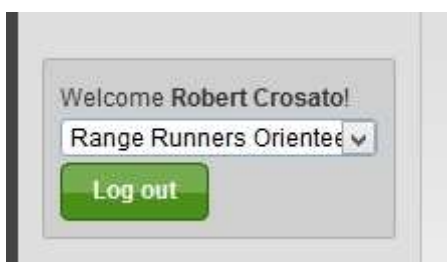
Where maps have already been printed for a competitor who can't compete, these will be posted to them after the event.

The Eventor Entry Process for the Australian Orienteering Championships

The Carnival is set up as separate events on Eventor. Competitors will need to select each of the events they wish to compete in with the exception of the school championship events 3, 5 and 7, which will be handled by the state team managers.

The following notes describe how to enter one person and then how to add more competitors.

When you first log into Eventor, be sure to choose your club and not your state association under the welcome banner, if this is an option in your State.



Find the carnival events on the calendar (under the month of Sept) and click on the box to the right of each event to select that event.

Date	Event Name	Club	State	Distance	Selection
Sat 24/9	AusChamps - Event 1 - Australian Sprint Championships	Orienteering Queensland	Orienteering Queensland	153 km 28/8	<input checked="" type="checkbox"/>
	Bendigo	Bendigo Orienteers	Orienteering Victoria	-	<input type="checkbox"/>
Sun 25/9	AusChamps - Event 2 - Australian Relay Championships	Orienteering Queensland	Orienteering Queensland	124 km 12/9	<input checked="" type="checkbox"/>
	2016 MelBushO 10 - Plenty South	Bayside Kangaroos Orienteers	Orienteering Victoria	1330 km	<input type="checkbox"/>
w 39 Mon 28/9	AusChamps - Event 3 - Australian Secondary Schools Sprint Championships	Orienteering Queensland	Orienteering Queensland	155 km 19/9	<input type="checkbox"/>
	AusChamps - Event 4 - Public Sprint	Orienteering Queensland	Orienteering Queensland	155 km 19/9	<input checked="" type="checkbox"/>
	Melbourne PAS Monday Spring Series 13 - Koorung Crossing	Orienteering Victoria	Orienteering Victoria	-	<input type="checkbox"/>
Tue 27/9					
Wed 28/9	AusChamps - Event 5 - Australian Secondary Schools Individual Championships	Orienteering Queensland	Orienteering Queensland	124 km 19/9	<input type="checkbox"/>
	AusChamps - Event 6 - Race the Kids	Orienteering Queensland	Orienteering Queensland	124 km 28/8*	<input checked="" type="checkbox"/>
	Melbourne PAS Wednesday Spring Carnival Series 13 - Warralong Heights	Victorian ARDF Group	Orienteering Victoria	-	<input type="checkbox"/>
Thu 29/9	AusChamps - Event 7 - Australian Secondary	Orienteering Queensland	Orienteering Queensland	124 km 19/9	<input checked="" type="checkbox"/>

Once you have selected the events you would like to enter, click the **Enter Selected Events** button at the top or bottom of the screen.



Having Clicked on 'Enter the Selected Events' a page will open that will have you entered in the recommended classes for your age. Please check these classes carefully and if they are not

the classes you wish to enter change them before moving on. Also check your SI stick number. An example of the screen display is below.

AusChamps - Event 1 - Australian Sprint Championships

↳ Orienteering Queensland / Toohey Forest Orienteers, Saturday 24 September 2016
Entry deadline: Sunday 28 August 2016 at 23:59 EST

Participation in this event requires that the entry fee is paid in advance. Entries not paid for will be removed. More information is provided after the entry has been saved.

Name	Club	Class	Sportident
Robert Crosato	Range Runners Orienteer	M55A (45 AUD)	2068455

Available services

SI Air Hire (Elites only) + Add
Select if SI Air Card hire is required (ELITE CLASSES ONLY) \$3.00

Ordered services

No services have been ordered.

Ordered services: 0 | Sum: 45 AUD | Delete

Entry terms and conditions

In entering this Orienteering event, I/we recognise that the sport of orienteering has certain inherent risks due to its conduct in the natural environment. Included in these risks are injury due to rough terrain and obstacles and the effects of heat, cold and exhaustion. I/we are also aware there is no personal accident insurance on my participation in the sport and that I/we take part at my/our own risk.
Privacy Statement
You may be photographed during this event. If you do not agree to having this photograph published, please advise the event organiser

Enter, cancel or change entry for another member

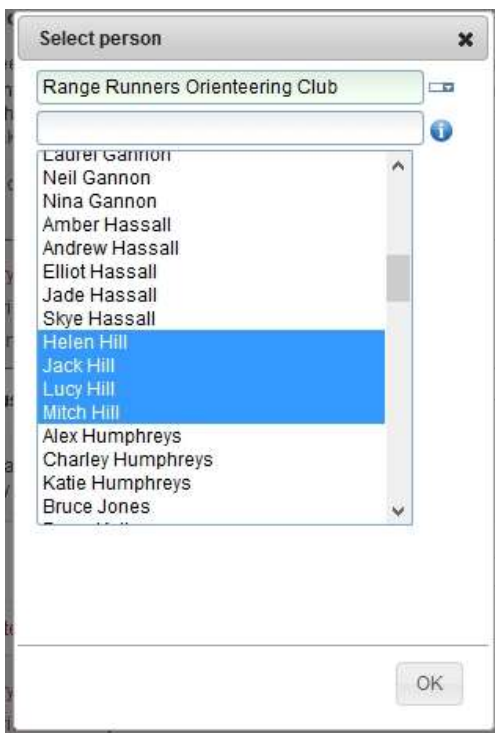
Be sure to scroll down the page, as there is a separate entry / age class selection and waiver agreement to tick for EACH event you are entering.

If you wish to enter more competitors (usually other family members), after you have checked and confirmed your own classes, scroll to the bottom of the event and select (in fine print) one of the following options:-

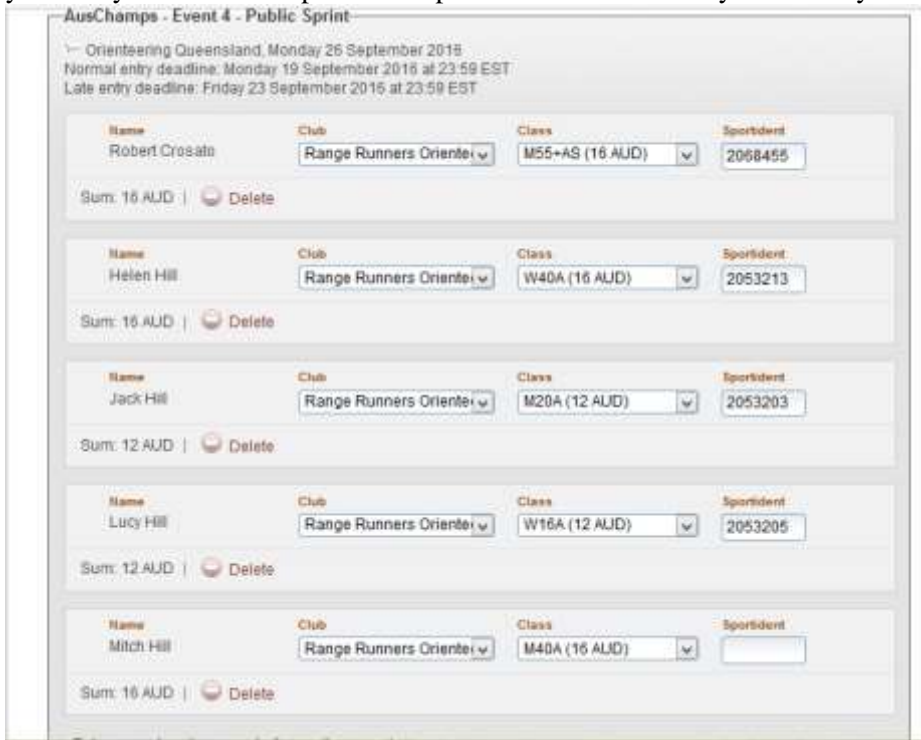
Enter, cancel or change entry for another member
Enter, cancel or change entries for multiple members

You will then be given the opportunity to select one or more members to enter that same event.

If you have chosen the multiple members option, ensure you select all the members you wish to enter. You can select more than one person if you hold down the Ctrl key while you select the extra competitors.



When you have selected the extra competitors they will appear in alphabetical sequence after your entry. For each competitor complete the same check as you did for yourself.



Then check the Services on offer for each entrant, select the Services you wish to buy and after each selection click on + Add.

You'll need to repeat the process for each of the other events.

If you are entering other competitors, but you do not wish to enter yourself, ensure you 'Delete' your own entry before you 'Confirm' the entries at the end. Likewise, if an entrant is not doing a particular event, delete their entry to that event before you 'Confirm.'

When you are satisfied that you have selected the appropriate classes for yourself and any other competitors you have entered and ordered the services you/they require, Select 'Next' which will take you to the Confirmation Entry page where you will be asked to confirm your entry details; See the screen example below

Eventor Australia TEST TEST TEST TEST **ORIENTEERING AUSTRALIA**
 Orienteering Australia's central IT-system

Help and Support | About Eventor | Show full width | Search event

Welcome Robert Crosato:
 Range Runners Orienteer | Log out

- Event calendar
- My pages
- Club
- Administration
 - Club settings
 - Club members
 - Overview
 - Roles
 - Membership fees
 - Virtual login
 - Events
 - Club's events
 - Add a new event
 - Data exchange
 - Participant questionnaires
 - Results

Entry step 2 of 3 - Confirm

i Check that your order is correct. Confirm order terms and conditions. If you need to add or change anything click on "Change the entries". Finally, create invoice and pay by clicking on "Confirm and go to payment"

Order information

All entries and service orders are listed below.

Product	Quantity	Price	Amount
AusChamps - Event 1 - Australian Sprint Championships: entry for Robert Crosato in M55A	1	45 AUD	45 AUD
AusChamps - Event 1 - Australian Sprint Championships: entry for Helen Hill in W40A	1	45 AUD	45 AUD
AusChamps - Event 1 - Australian Sprint Championships: entry for Jack Hill in M-20E	1	52 AUD	52 AUD
AusChamps - Event 1 - Australian Sprint Championships: entry for Lucy Hill in W16A	1	22 AUD	22 AUD
AusChamps - Event 1 - Australian Sprint Championships: entry for Mitch Hill in M40A	1	45 AUD	45 AUD
AusChamps - Event 4 - Public Sprint: entry for Robert Crosato in M55+AS	1	16 AUD	16 AUD
AusChamps - Event 4 - Public Sprint: entry for Helen Hill in W40A	1	16 AUD	16 AUD

When you are satisfied the Entry data is correct Click on "Confirm and go to payment".

Order terms and conditions

I have read and accepted the terms and conditions.

Confirm and go to payment **Change the entries** **Cancel**

Please ensure that you are satisfied with your entries as after you "Confirm" the entries you cannot go back and delete them. To do so, you'll need to contact the event organisers... preferably before you make payment.

Entries saved, step 3 of 3 - Payment

Your entry has been registered, and it is time to pay. Select payment method further down on the page.

i Participation in this event requires that the entry fee is paid in advance. Please note that the registration is only approved when the full payment has been received and registered by the organiser. If the payment has not been received by 16/05/2016, the registration will be removed from the system.

AusChamps - Event 1 - Australian Sprint Championships

↳ Orienteering Queensland, Saturday 24 September 2016

Name	Club	Class	Punching card number	Service orders	Sum	Status
Robert Crosato	Range Runners Orienteering Club	M55A (45 AUD)	2088455		45 AUD	New
Helen Hill	Range Runners Orienteering Club	W40A (45 AUD)	2053213		45 AUD	New
Jack Hill	Range Runners Orienteering Club	M-20E (52 AUD)	2053203		52 AUD	New
Lucy Hill	Range Runners Orienteering Club	W16A (22 AUD)	2053205		22 AUD	New
Mitch Hill	Range Runners Orienteering Club	M40A (45 AUD)			45 AUD	New

At this point you can make the payment to cover the cost of the Entry Fees and/or Services or return to this point within the next four days to make the payment.

Select payment method

Show order

Pay by card at PayPal

Choose this option if you want to pay by credit card at PayPal's payment website.



Go to the payment page at PayPal

Pay later

Change the entries

Add more entries

To the event calendar

NOTE that up to midnight 28/8/16, You can go in and change your class, include additional entries or add more services (For example, you suddenly decide to pay for camping or go to the dinner). Eventor will guide you through to an additional Paypal payment.

However, if the changes result in a refund, you'll get the following message:

Entries saved, step 3 of 3 - Payment



The entry change resulted in a refund. Please contact the organiser (contact details are given below) and specify reference number 13195789.

Orienteering Queensland Inc.
PO Box 114
Spring Hill QLD 4004

You'll then need to contact the Carnival Co-ordinator or the event treasurer.