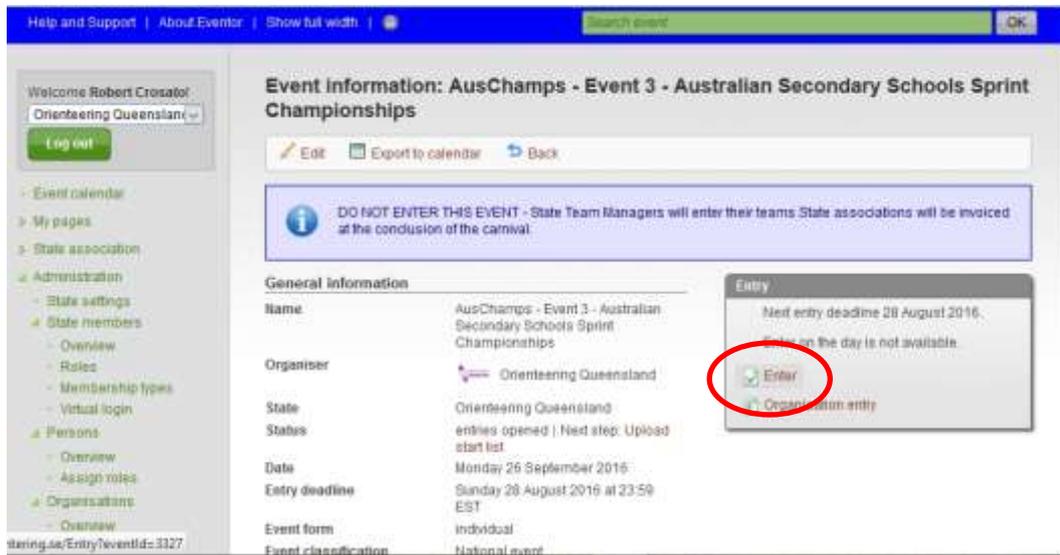


Registering team members on Eventor

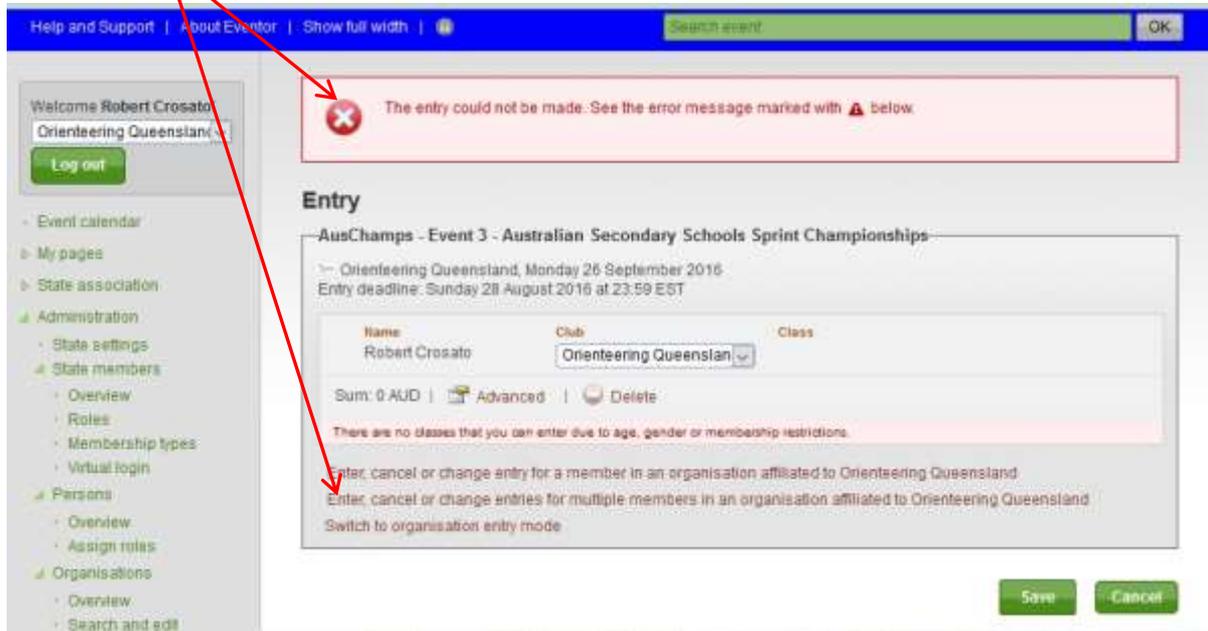
School Team Managers can enter their team members as follows:

For Events 3 and 5, the Sprint and Individual events, logon to Eventor, go to the event calendar and click on the event as if you were entering it..



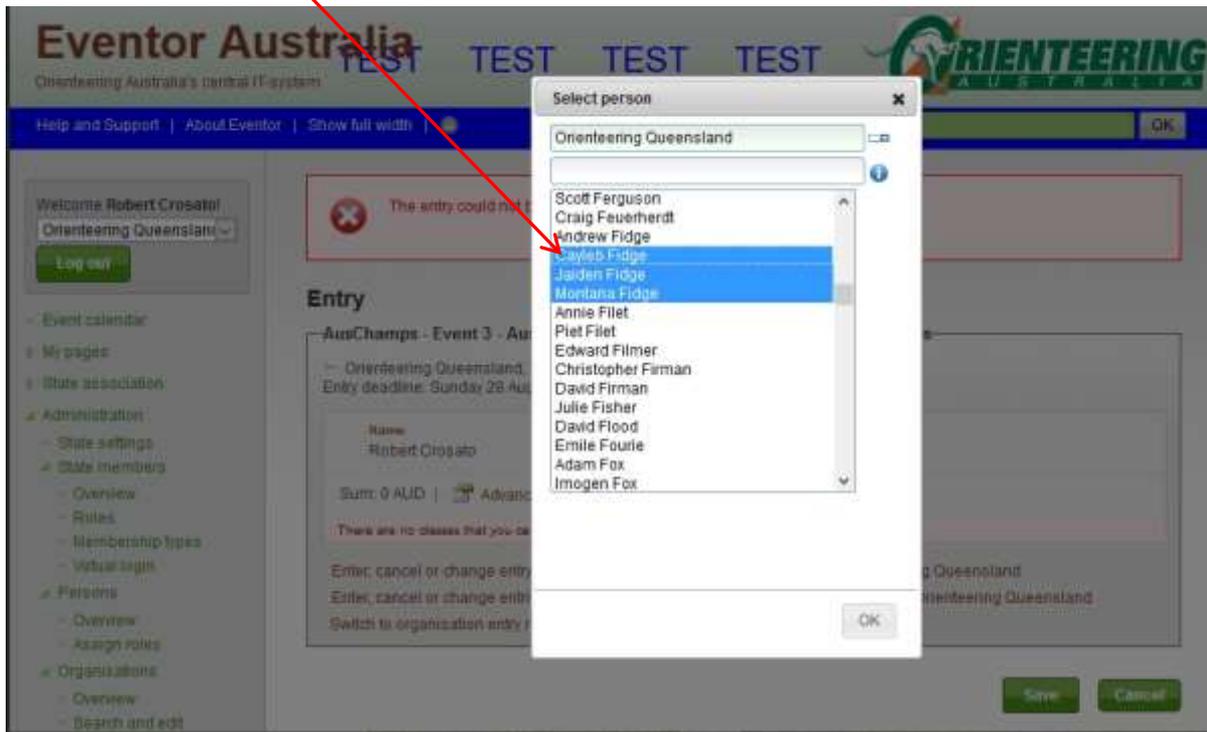
You'll get a message indicating that you're not in the right age category.

Ignore this and click on the option to enter multiple members.



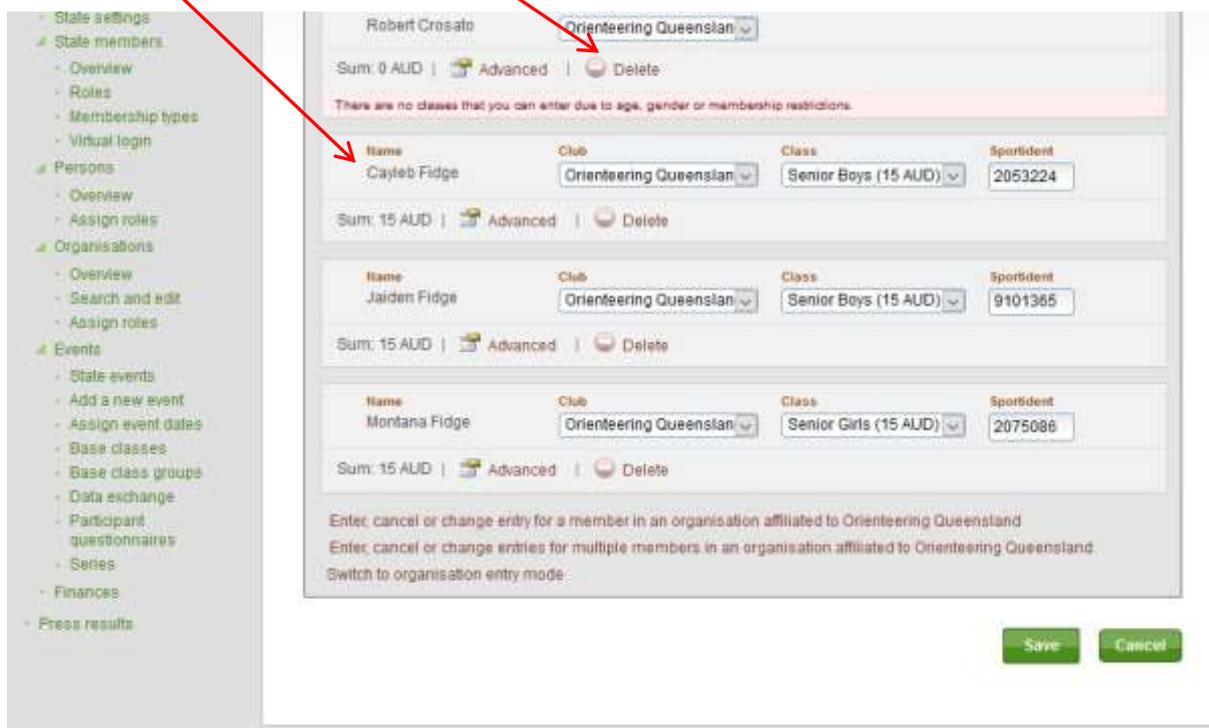
In the drop down box, select your State Federation and list of state members. “Control click” on each of your School team members competing.

Press OK



For each member now shown, check /change their class and SI number. Also, ensure they show your State Federation as their club.

ALSO, don't forget to delete your original invalid entry before saving



Once the entries are saved, you should see a listing. You can go back in and make any further required changes or additions up to Aug 28th.

Welcome Robert Crosato
Orienteering Queensland
Log out

Event calendar
My pages
State association
Administration
State settings
State members
Overview
Roles
Membership types
Virtual login
Persons
Overview
Assign roles
Organisations
Overview
Search and edit
Assign roles
Events
State events
Add a new event
Assign event states

Entries saved

AusChamps - Event 3 - Australian Secondary Schools Sprint Championships

Orienteering Queensland, Monday 26 September 2016

Name	Club	Class	Punching card number	Sum	Status
Cayleb Fidge	Orienteering Queensland	Senior Boys (15 AUD)	2053224	15 AUD	New
Jaiden Fidge	Orienteering Queensland	Senior Boys (15 AUD)	9101365	15 AUD	New
Mortana Fidge	Orienteering Queensland	Senior Girls (15 AUD)	2075088	15 AUD	New

Change the entries Add more entries To the event calendar To the entry overview

Finish off by clicking through the payment screens. Ignore any payment requests. The States will be invoiced by Orienteering Queensland for their team entries in the 3 events.

For Event 7, the Relays on Sept 29th, Managers will need to enter their members on a team by team basis.

Event information: AusChamps - Event 7 - Australian Secondary Schools Relay Championships

Edit Export to calendar Back

DO NOT ENTER THIS EVENT - State Team Managers will enter their teams. State associations will be invoiced at the conclusion of the carnival.

General information

Name	AusChamps - Event 7 - Australian Secondary Schools Relay Championships
Organiser	Orienteering Queensland
State	Orienteering Queensland
Status	entries opened Next step: Upload start list
Date	Thursday 29 September 2016 at 9:00 EST
Entry deadline	Sunday 28 August 2016 at 23:59 EST
Deadline for team lineup submission in Eventor	Wednesday 28 September 2016 at 23:00 EST
Deadline for changing	Last entry deadline

Entry

Next entry deadline 28 August 2016.

Enter teams / submit team lineups

Click on “Enter a new team”... (or select “enter multiple new teams” if preferred)

Eventor Australia
Orienteering Australia's central IT-system

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

Welcome Robert Crosato!
Orienteering Queensland
Log out

Event calendar
My pages
State association
Administration
State settings

Relay entry: AusChamps - Event 7 - Australian Secondary Schools Relay Championships

+ Enter a new team + Enter multiple new teams Event information Edit event

Event
AusChamps - Event 7 - Australian Secondary Schools Relay Championships, Orienteering Queensland, Thursday 29 September 2016
Entry deadline: Sunday 28 August 2016 at 23:59 EST
Deadline for team lineup submission in Eventor: Wednesday 28 September 2016 at 23:00 EST

Select a “class”...and click on “Next”

Welcome Robert Crosato!
Orienteering Queensland
Log out

Event calendar
My pages
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Overview
Roles
Membership types
Virtual login

Relay entry: AusChamps - Event 7 - Australian Secondary Schools Relay Championships

Event
AusChamps - Event 7 - Australian Secondary Schools Relay Championships, Orienteering Queensland, Thursday 29 September 2016
Entry deadline: Sunday 28 August 2016 at 23:59 EST
Deadline for team lineup submission in Eventor: Wednesday 28 September 2016 at 23:00 EST

Class
Class Senior Boys

Next Cancel

Click on and read the “information” button.

Championships

Information

Event
AusChamps - Event 7 - Australian Secondary Schools Relay Championships, Orienteering Queensland, Thursday 29 September 2016
Entry deadline: Sunday 28 August 2016 at 23:59 EST
Deadline for team lineup submission in Eventor: Wednesday 28 September 2016 at 23:00 EST

Team

Class Senior Boys (45 AUD)

Team number 1

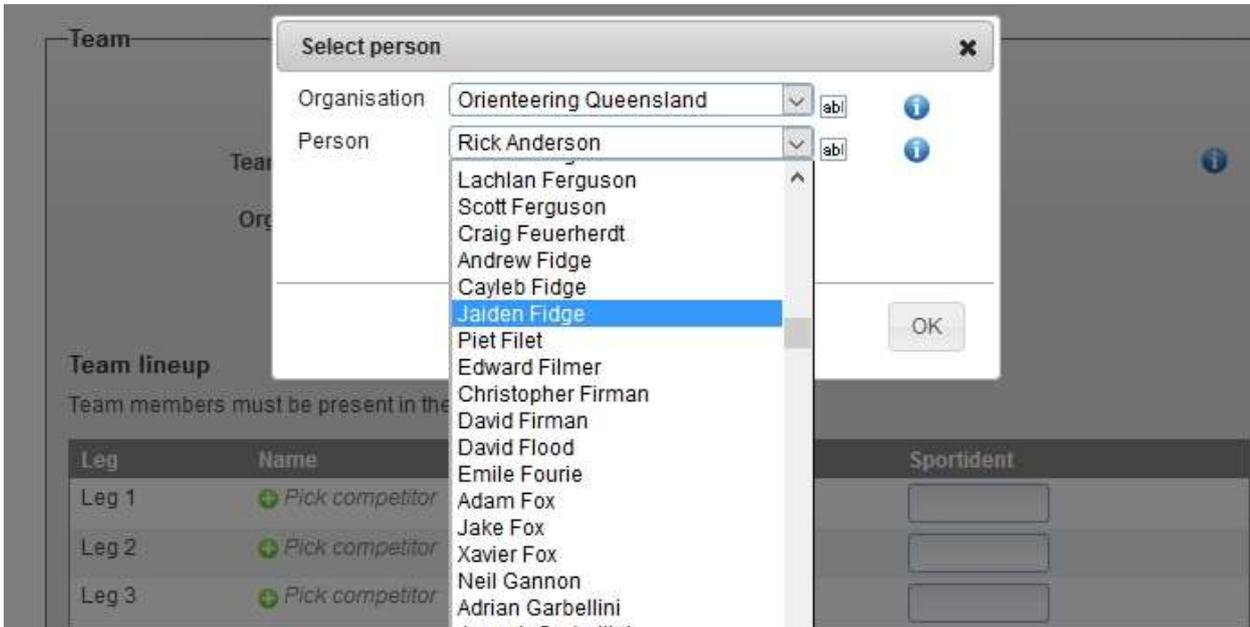
Organisation Orienteering Queensland

Create combination team

Team lineup
Team members must be present in the member archive.

Leg	Name	Sportident
Leg 1	+ Pick competitor	
Leg 2	+ Pick competitor	
Leg 3	+ Pick competitor	

Select your members for each leg of the team number and class displayed by clicking on the “pick competitor” drop down and selecting the school member the same way you did for the Sprint and Individual events.



After selecting the 3 members and saving, you'll see the team listed.



You'll be able to go back in and change your team formats at a later date. The final date for team changes is currently set at Sept 28th, the day before the relay. This may change.

