How do I register on Eventor and enter?

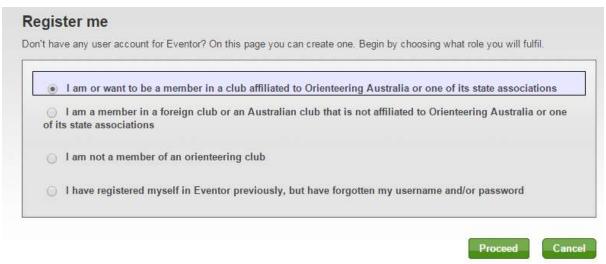
All contestants who are non-members are asked to Register as a user on Eventor (if they're not already) before entering the event. You'll only have to do this the once.

To register use the following instructions or view the YouTube video - Registering in Eventor

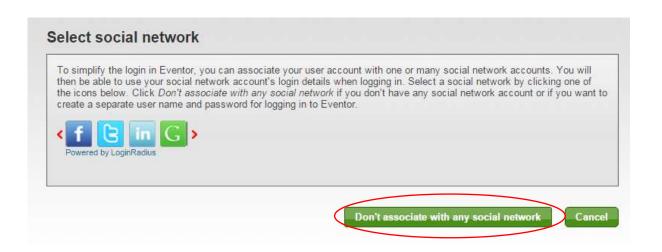
1. Go to the Eventor web site and select "create a user account"



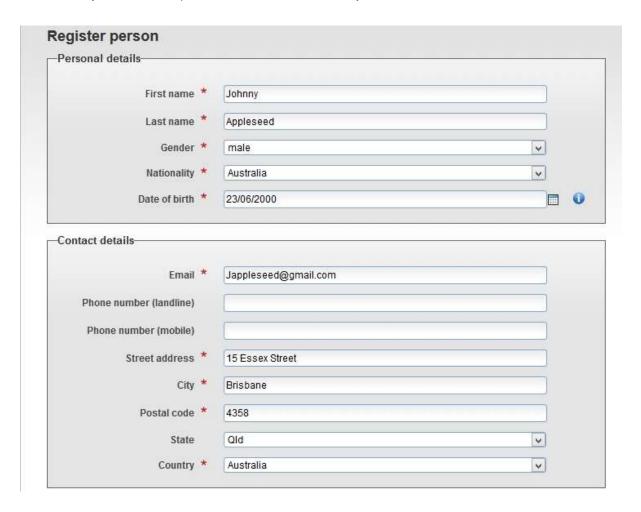
2. Select the first or the third of the 4 options listed and then click the **Proceed** button...



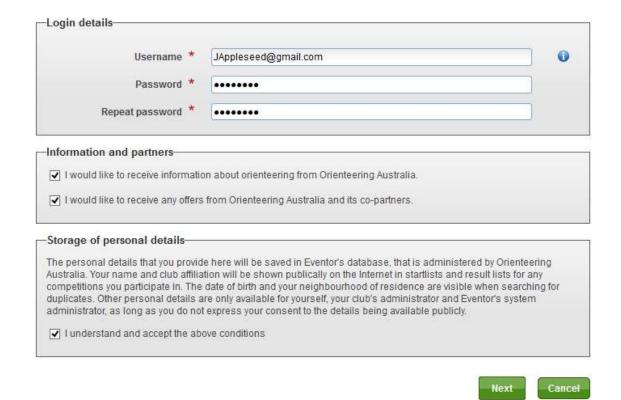
3. A window will come up asking if you want to use 'social networks' like Facebook, Twitter, etc., to log into Eventor. Ignore this for the moment and click on "**Don't associate with any social network**" to proceed.



Complete the registration details page, as shown in the example below. Items with a red asterisk " * "next to it
are mandatory. A blue i circle provides additional information if you hover over it.

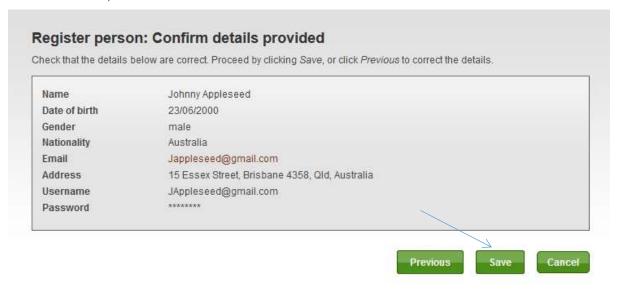


5. You'll need to create a username and password in the" Login Details". An email address or name is recommended. Each of your family members registering must have a unique username, although their passwords can be the same to make it easier.

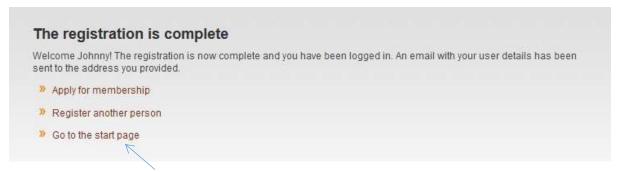


NOTE: Ticking or not ticking the box that you would "like to receive information and offers from Orienteering Australia and its partners", has no consequence. Best to leave it unticked unless you decide to become a club member, in which case you'll be put on a mailing list.

- 6. Ticking the box about "storage of personal details' is mandatory to proceed.
- 7. Double check the registration details are correct and click "Next"
- 8. In the next window, click "Save"



9. You will get a message indicating that your registration is now complete, as per below



- 10. If you click on "Go to the start Page", you'll now be logged in and you can enter events.
- 11. To enter events, find them on the *Events Calendar* and either double click on the *name* of the event or, if you're entering a number of events at the same time, click in the *box* to the right of each event, followed by clicking the "*Enter selected events*" tab at the bottom.

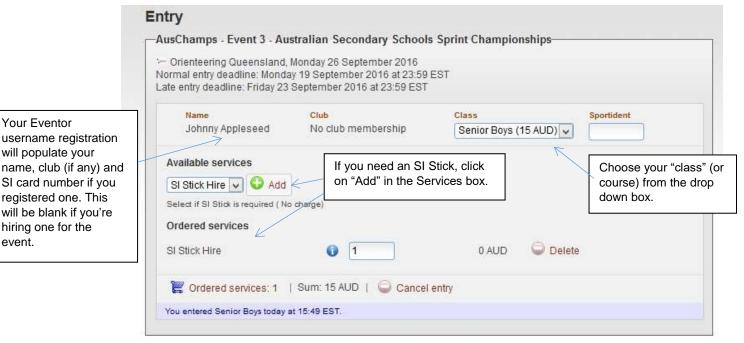


12. If you're entering the one event, you'll see an entry box where you then select 'Enter and/or order services"

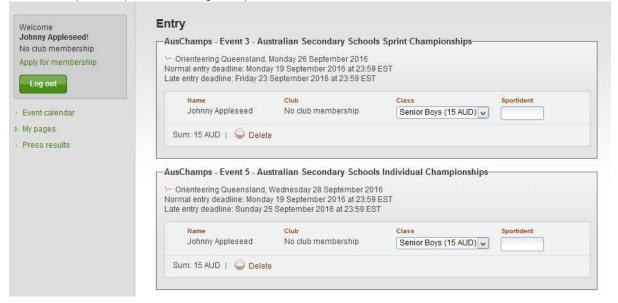


13. You'll then be taken to the entry screen, as per the following example:

event.



14. If you're entering multiple events, you'll go straight to the entry screen and see one event listed after the other to complete, as per the following example:



15. Before completing your entry, you will need to tick the "Entry terms and conditions" box and "Save"



16. Your entry will be saved. If you need to change it, you can still do so at this point.



You'll then be taken to your payment options screen