## **Eventor Guidelines for Easter Tasmania 2018**

These guidelines cover entry via Eventor into the Australian 3 Days, the Bay of Fires 3 Days and other events that are part of the Easter Tasmania 2018 orienteering carnival.

The Easter Tasmania 2018 program is available at http://www.eastertasmania2018.net.au/.

Updated information is also provided in Bulletins available in Eventor and on the website.

## A: Get Started in Eventor

#### To go to Eventor and view the Easter Tasmania 2018 events click on this link to Eventor

- ... If you are new to Eventor and don't have an Eventor login you will need to create one *(further details will be provided in the next update of this document)*
- ... If you have an Eventor username and password, login now.

## **B: Select Events**

### **Example B1: Elite Event Selection**

Event Name	Event Type	How to Enter
Easter Tas - Informal Warm Up Event	<b>Single day</b> event (Thurs 29/3)	Select it if you want a warm up event the day before the Prologue
Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only	Multi-day event (Fri 30/3, Sat 31/3, Sun 1/4, Mon 2/4)	Select any one of the 4 events or all of them, it makes no difference. Initially Eventor will enter you in the 4 races but you can opt out in step 3
Orienteering Australia Presentation Dinner	Single day social event (Sun 1/4)	Select it if you want to attend the OA dinner on Sunday evening
Easter Tas - Bay of Fires 3 Days	<b>Multi-day</b> event (Thu 5/4, Fri 6/4, Sat 7/7)	Select any one of the 3 events or all of them, it makes no difference. Initially Eventor will enter you in the 3 races but you can opt out in step 3

Step 1:	Checkout the tabl	e below that exp	lains single and	multi-day events	for Elites:
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### Step 2: Select the required elite events in Eventor and press 'Enter Selected Events' (for multi-day events selecting one or more events selects all races initially)

	Thu 29/3	Easter Tas - Informal Warm Up Event - Domain Athletic Centre	Crienteering Tasmania	Orienteering Tasmania	0	loc	s	28/2	
	Fri 30/3	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, prologue - UTas Sandy Bay	Crienteering Tasmania	Orienteering Tasmania	0	nat	s	31/10	
		Easter Tas - Australian 3 Days - Prologue - Non Eites	Crienteering Tasmania	Orienteering Tasmania	3	nat	s	31/10	
	Sat 31/3	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 1 - Lovelybanks East	Orienteering Tasmania	Orienteering Tasmania	0	nat	м	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 1 - Lovelybanks East	Crienteering Tasmania	Orienteering Tasmania	3	nat	м	31/10	
	Sun 1/4	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 2 - Lovelybanks West	Crienteering Tasmania	Orienteering Tasmania	0	nat	L.	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 2 - Lovelybanks West	Crienteering Tasmania	Orienteering Tasmania	3	nat	L,	31/10	
		Orienteering Australia Presentation Dinner	Orienteering Tasmania	Orienteering Tasmania	0	nat	LN	28/2	
w 14	Mon 2/4	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 3 - Curryjong Rivulet	Crienteering Tasmania	Orienteering Tasmania	0	nat	L	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 3 - Curryjong Rivulet	Crienteering Tasmania	Orienteering Tasmania	3	nat	L	31/10	
	Tue 3/4								
	Wed 4/4								
	Thu 5/4	Easter Tas - Bay of Fires 3 Days, day 1 - Golden Fleece	Crienteering Tasmania	Orienteering Tasmania	3	sta	s	31/10	
	Fri 6/4	Easter Tas - Bay of Fires 3 Days, day 2 - Golden Fleece	Crienteering Tasmania	Orienteering Tasmania	3	sta	м	31/10	
	Sat 7/4	Easter Tas - Bay of Fires 3 Days, day 3 - Littlechild Creek	Crienteering Tasmania	Orienteering Tasmania	3	\$18	L	31/10	
	Sun 8/4								

#### Step 3: For multi-day events untick any races not required



## Example B2: Non-Elite Event Selection

Event Name	Event Type	How to Enter
Easter Tas - Informal Warm Up Event	<b>Single day</b> event (Thurs 29/3)	Select it if you want a warm up event the day before the Prologue
Easter Tas – Australian 3 Days - Prologue - Non Elites	<b>Single day</b> event (Fri 30/3)	Select it if you want to enter the Prologue
Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites	<b>Multi-day</b> event (Sat 31/3, Sun 1/4, Mon 2/4)	Select any one of the 3 events or all of them, it makes no difference. Initially Eventor will enter you in the 3 races but you can opt out in step 3
Orienteering Australia Presentation Dinner	<b>Single day</b> social event (Sun 1/4)	Select it if you want to attend the OA dinner on Sunday evening
Easter Tas - Bay of Fires 3 Days	<b>Multi-day</b> event (Thu 5/4, Fri 6/4, Sat 7/7)	Select any one of the 3 events or all of them, it makes no difference. Initially Eventor will enter you in the 3 races but you can opt out in step 3

Step 1:	Checkout the ta	ble below that	explains single a	ind multi-day e	vents for Non-Elites:

# Step 2: Select the required non-elite events in Eventor and press 'Enter selected events' (for multi-day events selecting one or more events selects all races initially)

2	Thu 29/3	Easter Tas - Informal Warm Up Event - Domain Athletic Centre	Crienteering Tasmania	Orienteering Tasmania	0	loc	s	17 km	28/2	
	Fri 30/3	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, prologue - UTas Sandy Bay	Crienteering Tasmania	Orienteering Tasmania	0	nat	S	14 km	31/10	
		Easter Tas - Australian 3 Days - Prologue - Non Elites	Crienteering Tasmania	Orienteering Tasmania	3	nat	S	13 km	31/10	
	Sat 31/3	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 1 - Lovelybanks East	Crienteering Tasmania	Orienteering Tasmania	0	nat	м	60 km	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 1 - Lovelybanks East	Crienteering Tasmania	Orienteering Tasmania	3	nat	м	60 km	31/10	
	Sun 1/4	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 2 - Lovelybanks West	Crienteering Tasmania	Orienteering Tasmania	0	nat	L	60 km	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 2 - Lovelybanks West	Crienteering Tasmania	Orienteering Tasmania	3	nat	L	60 km	31/10	
		Orienteering Australia Presentation Dinner	Crienteering Tasmania	Orienteering Tasmania	0	nat	L	N 17 km	28/2	
	Mon 2/4	Easter Tas - Australian 3 Days - Prologue & Days 1, 2 & 3 - Elites Only, day 3 - Curryjong Rivulet	Crienteering Tasmania	Orienteering Tasmania	0	nat	L	53 km	31/10	
		Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Elites, day 3 - Curryjong Rivulet	Crienteering Tasmania	Orienteering Tasmania	10	nat	L	52 km	31/10	
	Tue 3/4									
	Wed 4/4									_
	Thu 5/4	Easter Tas - Bay of Fires 3 Days, day 1 - Golden Fleece	Crienteering Tasmania	Orienteering Tasmania	3	sta	s	203 km	31/10	
	Fri 6/4	Easter Tas - Bay of Fires 3 Days, day 2 - Golden Fleece	Crienteering Tasmania	Orienteering Tasmania	3	sta	м	203 km	31/10	
	Sat 7/4	Easter Tas - Bay of Fires 3 Days, day 3 - Littlechild Creek	Crienteering Tasmania	Orienteering Tasmania	3	sta	L	208 km	31/10	

Step 3: For multi-day events untick any races not required

e entry deadline: Tu e entry deadline: Wed Participation More informa	in this event requires that the tion is provided after the entry	Monday 2 April 2018 3:59 EDT 23:59 EDT entry fee is paid in advance. Entries not y has been saved.	paid for will be removed.
Name	Club Minington Ranges	Class M65A (120 AUD for all V	Sportident 1391815
Ordered services No services have been	ordered.	120 AUD   C Delete	
Ordered services No services have been	ordered. Ordered services: 0   Sum: entry for another member	120 AUD   ODelete	×

## C: Check Class and SportIdent

For each event check that you are entered in the correct class. Use the pull down list to re-select if required.

Check your SportIdent number and if incorrect, reenter it on all events.

(Note: If you deselected some races on a multi-day event, the total price for the all races will still show at this stage)

3 Days - Days 1, 2 & 3 - Non I	Elites	
Saturday 31 March 2018 - Monday Iday 31 October 2017 at 23.59 ED sday 28 February 2018 at 23.59 E	/ 2 April 2018 T DT	
this event requires that the entry fin n is provided after the entry has b	ee is paid in advance. Entries not p een saved.	aid for will be removed.
Club	Class	Sportident
Washington Rangen	<ul> <li>M21A (120 AUD for all race M35A (120 AUD for all race M40A (120 AUD for all race</li> </ul>	s) 5) 5)
dent Card for Carnival 🔍 🕻	Add M45A (120 AUD for all race M50A (120 AUD for all race M55A (120 AUD for all race	s) s) s)
dered.	M65A (120 AUD for all race M65A (120 AUD for all race M21AS (120 AUD for all rac M35AS (120 AUD for all rac	s) S) Jes)
dered services: 0   Sum: 0 AUE	M45AS (120 AUD for all rac M55AS (120 AUD for all rac	es) es)
try for another member tries for multiple members y mode	M65AS (120 AUD for all rac M-OpenB (120 AUD for all r MW-EasyB (120 AUD for all MW-VeryEasyB (120 AUD MW10Shadow (120 AUD for	es) aces) il races) for all races) or all races)
	Does not compete	

## D: Select Services

Under 'Available Services' a range of Easter Tas - Australian 3 Days - Prologue - Non Elites services are available: Late entry deadline: Wednesday 28 February 2018 at 23:59 EDT **Hire of Touchless SI Cards** Participation in this event requires that the entry fee is paid in More information is provided after the entry has been saved. Parking Permits for Aust 3 Days Camping Permits for Redbanks Name Chilt Class March Manager Intellection Ranges V M-Han Tee Shirts various colours/sizes Available services C Add Parking Permit for Australian 3 Days Redbanks Camping One Person Monday 2nd April Follow the links above or go to the website Redbanks Camping One Person Sunday 1st April for further details on these items. Blue Tee Unisex XL Blue Tee Unisex L http://www.eastertasmania2018.net.au Blue Tee Unisex M Blue Tee Unisex S Blue Tee Women's XL Blue Tee Women's L Blue Tee Women's M ۶ To purchase items: Blue Tee Women's XS Orange Tee Unisex XL Orange Tee Unisex L Select the item required • on Elites Orange Tee Unisex M Press 'Add' Orange Tee Unisex S • iday 2 April 2018 EDT Orange Tee Women's XL Indicate the quantity required Orange Tee Women's L 9 EDT La Orange Tee Women's M Repeat with the next item required • Orange Tee Women's S ry fee is paid in a Orange Tee Women's XS White Tee Unisex XL s been saved. White Tee Unisex L White Tee Unisex M (Note: The items listed are available under White Tee Unisex S Class White Tee Women's XL M21A  $\sim$ 'Services' only on the Prologue or Australian White Tee Women's L White Tee Women's M 3 Days events) White Tee Women's S

## E: Enter Other Family Members

If you add 3 or more family members to your entry order in Eventor, you will receive a family discount.

White Tee Women's XS

For example a family of 2 adults and 2 children will be reimbursed the cost of the  $2^{nd}$  child when your order is completed as a single order.

To be eligible for this discount all family members need to be fully paid up members of the same orienteering club.

To add other family members either add them one at a time or in bulk using either of the links indicated on this screen shot.

You will need to do this for all events that your family wishes to enter.

Participation in More information	this event requires that the entry fi in is provided after the entry has b	ee is paid in een saved.
Name Ian Rathbone	Club Wellington Ranges	Class
Available services		
Blue Tee Unisex L		Add
Ordered services No services have been of	dered.	
No.		

DbA 🛟

## F: Check and 'Next'

Check that you have entered all events and have selected all the service items you require.

At the bottom of the screen check that your details are correct, amending them if necessary.

Press the 'Next' button on the bottom of the screen.

• wore motional	tion is provided afte	r the entry has been s	aved.	
Name See Fullbare	Chab Voilingte	i Rangan 🔍 🔍	Class (MSSA (50 AUD for all r ~)	Tgeartistant 1391815
fer, cancel or change i fer, cancel or change i etch to organisation en	entry for another me entries for multiple r try mode	inder sembers		
stomer details				
	First name *	( fam		
	Last name *	Ratione		
	itreet address	100 Sandy Road		
	City *	Sandh		
	Postal code .	Group		
	Finte	1.1		
	51810	(m)		
	Country	AUSTREA		
	Email *	an abburging	um au	
. P	hone number	401040.00		

## G: Confirm

Check that your order is correct.

Tick the checkbox 'Order terms and conditions'.

If something is missing or incorrect press 'Change the entries'.

If everything is correct press 'Confirm and go to payment'.

Inder information il entres and service orders are littled below.			
Product	Quantity	Price	Amoun
Easter Tas - Informal Warm Up Event - Domain Athletic Centre: entry for las Radioses in Long	1	10 AUD	10 AU
Easter Tas - Australian 3 Days - Prologue - Non Eiltes: entry for an inamina in M-Hard1	1	24.AUD	24 AU
Easter Tas - Australian 3 Days - Prologue - Non Elites: Hine of Touchless Sportident Card for Camival for	1	11 AUD	11 AU
Easter Tas - Australian 3 Days - Prologue - Non Elites: Parking Permit for Australian 3 Days for an Wallington	1	10 AUD	10 AU
Easter Tas - Australian 3 Days - Days 1, 2 & 3 - Non Eiltes, entry for iain Railmann in MISA	3	120 AUD	12 AU
Orienteering Australia Presentation Dinner: entry for Lee Reflection in Dinner	1	60 AUD	60 AU
Easter Tas - Bay of Fires 3 Days, entry for an internation in M65A	1	60 AUD	68 AU
			25 AU
ustomer details			
Order terms and conditions			

## H: Pay using PayPal.

Follow the links to PayPal to pay using PayPal account or create a temporary PayPal account to pay using your credit card.

## FAQs - Frequently Asked Questions

#### How do I find the Australian 3 Days and other Easter Tasmania 2018 events in Eventor?

Start up your browser and click on this link to Eventor

#### How do I create an Eventor login if I don't have one?

Select the 'Create user account' button below the 'Log in' button in Eventor. Continue the 'Register me' process by choosing what role you require. Continue to follow the 'register person' process by entering the required data.

#### How can I pay if I don't have a PayPal account?

If you don't have an existing PayPal account you can pay using a credit card. To do this you will still need to select PayPal and this will allow you to create a temporary PayPal account that will link to your credit card.

#### How do I request 'Split Starts'?

A link to the 'Split Start Request' is listed under 'Documents and links' on all the Easter Tasmania events. Alternatively follow this link <u>Split Starts Request</u>

### How do I enter the 'Fun Family Team Competition'?

Links to information and registration for the 'Fun Family Team Competition' are listed under 'Documents and links' on the 'Easter Tas – Australian 3 Days – Prologue – Non Elites' event. Alternatively to register follow this link to <u>Fun Family Team Competition Registration</u>

### How can women enter the M21AS class to be part of 'The sledge'?

In the Non-Elite Australian 3 Day multi-day event, the M21AS class is available to both men and women so that women entrants can be part of 'The sledge'. Women that wish to enter this event will find that M21AS is selectable from the class pull down list as shown below.

ister Tas - Australian	3 Days - Days 1, 2 & 3	- Non Elites
Orienteering Tasmania,	Saturday 31 March 2018 -	Monday 2 April 2018
rmal entry deadline: Tue	esday 31 October 2017 at 2	3:59 EDT
e entry deadline: Wedn	esday 28 February 2018 at	23.09 ED1
Participation in	this event requires that the	e entry fee is paid in advance. Entries not paid for will be remove
More informati	on is provided after the entr	ry has been saved
		W21A (120 AUD for all races)
-		W21A (120 AUD for all races) W35A (120 AUD for all races)
		W21A (120 AUD for all races) W35A (120 AUD for all races) W40A (120 AUD for all races)
Name	Club	W21A (120 AUD for all races) W35A (120 AUD for all races) W40A (120 AUD for all races) W45A (120 AUD for all races)
Name	Club Australopers	W21A (120 AUD for all races) W35A (120 AUD for all races) W40A (120 AUD for all races) W45A (120 AUD for all races) W50A (120 AUD for all races)
Name	Club Australopers	W21A (120 AUD for all races) W35A (120 AUD for all races) W40A (120 AUD for all races) W45A (120 AUD for all races) W50A (120 AUD for all races) W55A (120 AUD for all races)
Name Sam marke	Club Australopers	W21A (120 AUD for all races)         W35A (120 AUD for all races)         W40A (120 AUD for all races)         W45A (120 AUD for all races)         W50A (120 AUD for all races)         W55A (120 AUD for all races)         W55A (120 AUD for all races)         W21A (120 AUD for all races)         W55A (120 AUD for all races)         W21AS (120 AUD for all races)
Name Available services	Club Australopers	W21A (120 AUD for all races)         W35A (120 AUD for all races)         W40A (120 AUD for all races)         W45A (120 AUD for all races)         W50A (120 AUD for all races)         W55A (120 AUD for all races)         W55A (120 AUD for all races)         W21AS (120 AUD for all races)
Name Available services Hire of Touchless Sport	Club Australopers	W21A (120 AUD for all races) W35A (120 AUD for all races) W40A (120 AUD for all races) W40A (120 AUD for all races) W50A (120 AUD for all races) W55A (120 AUD for all races) W21AS (120 AUD for all races) W35AS (120 AUD for all races)
Name Available services Hire of Touchless Sport	Club Australopers	W21A (120 AUD for all races)         W35A (120 AUD for all races)         W40A (120 AUD for all races)         W40A (120 AUD for all races)         W45A (120 AUD for all races)         W50A (120 AUD for all races)         W55A (120 AUD for all races)         W55A (120 AUD for all races)         W21AS (120 AUD for all races)         W35AS (120 AUD for all races)         W35AS (120 AUD for all races)         W35AS (120 AUD for all races)         W45AS (120 AUD for all races)

#### Can women enter other men's classes in Eventor?

Under Rule 5.1 women can enter men's classes. The default setup in Eventor is that men can only enter men's classes and women can only enter women's classes. This is what most entrants want available and there are less entry errors with this setup. However, woman can still enter a men's class by initially entering any available class and then emailing <u>eventqueries@eastertasmania2018.net.au</u> to request the class change required.

#### How do I create a single entry for my family if some are elites and some are non-elites?

The person doing the single entry selects the Elite events and the Non-Elite events that are required for the family. If the person doing the entry is a non-elite then they need to remove themselves from any of the elite events selected. To remove themselves they simply need to select the class 'Does not compete' as shown below. They can still add other family members to this event by selecting either of the links as shown below.

rmal entry deadline: Tues te entry deadline: Wednes	day 31 October 2017 at 23.5 sday 28 February 2018 at 23	9 EDT 59 EDT	
Participation in t More informatio	this event requires that the en n is provided after the entry t	ntry fee is paid in advance. has been saved.	Entries not paid for will be removed
Name	Club Countries mg Tauma	Class M21E (152 AU Does not comp	Sportident D for all races) 391815 ete
Available services Hire of Touchless Sportlo	dent Card for Carnival 🛛 🗸	Add	
Ordered services No services have been or	dered.		
🖁 Races: all   🖉 Or	dered services: 0   Sum: 1	52 AUD   🚰 Advanced	🤤 Delete

# Why are the entry fees in Eventor for the Elite Prologue and the Elite Australian 3 Days set to be the same?

Multi-day events in Eventor require that the entry fee is the same for all races so we have had to make minor adjustments to the fees for the elite multi-day event. For example an Elite Early Bird adult should pay \$26 for the prologue and \$42 for each of the other 3 races. Because Eventor cannot handle these different race fees we have had to charge the average fee of \$38 (\$152 divided by 4) for each race. If an Elite does all 4 races it will still cost \$152. For the few people who may choose to opt out of some of the races and find themselves paying more than the advertised fee, we will refund the difference if you email the details to <u>eventqueries@eastertasmania2018.net.au</u>

# How can I enter the Elite Prologue and the Non-elite Australian 3 Day so that I can be considered for State NOL team selection?

For entrants wishing to do the Elite Prologue and the non-elite Australian 3 Day events, they will need to start off selecting both of the following multiday events:

- Easter Tas Australian 3 Days Prologue & Days 1, 2 & 3 Elites Only
- Easter Tas Australian 3 Days Days 1, 2 & 3 Non Elites

For the 'Elites only' event they will need to deselect all races except the Prologue as shown below. Please note that the full entry fee for all races will still be displayed at this stage but will be adjusted at a later stage.

ntries not paid for will be remove Sportident for all V 1391815	hat the entry fee is paid in adva te entry has been saved. Ctaxs M21E (15	In this event requires that the tion is provided after the en	Participation More informa
Sportident for all V 1391815	Class V M21E (15		
for all V 1391815	M21E (15		11 44 42 12 22
		Crossing Tax	Name Ion Authority
×		Races	Available services
	iter.	Select the races to enter.	Hire of Touchless S
	Sandy Bay (30/03/2018)	Prologue - UTas Sand	Ordered services
	nks East (31/03/2018)	Day 1 - Lovelybanks E	No services have be
	nks West (01/04/2018)	Day 2 - Lovelybanks W	
			1410-1528 (11) - 1-1-1-1
	Rivulet (02/04/2018)	Day 3 - Curryjong Rivu	Races: all
	Sandy Bay (30/03/2018) nks East (31/03/2018) nks West (01/04/2018)	Prologue - UTas Sand Day 1 - Lovelybanks E Day 2 - Lovelybanks W	Ordered services No services have be

# How can I obtain an entry concession if I am an adult studying full time / in receipt of government pension / in receipt of income support payment?

If you are eligible for this concession you will first need to pay the full adult entry fee in Eventor. After you have completed your entry and paid for it, please email <u>entries@eastertasmania2018.net.au</u>. Include your full name, a list of events you have entered as well as supporting documentation or concession card number to show that you are an adult studying full time / in receipt of government pension / in receipt of income support payment.