



How to register on Eventor

This season we will be using Eventor for all ACT Orienteering event entries. Using Eventor will reduce the workload on our volunteers who have previously had to manually enter all our Map Mates competitors details into our scoring system, which is a big job!

Unfortunately not all people find Eventor easy to use which is why we have created this 'how to' guide.

To register your child for Map Mates on Eventor your child will need an individual Eventor 'user account'. If your child already has an Eventor user account please login using your child's login and password. If your child does not have a user account, you can create one by pressing the 'Create user account' and following the instructions.



Please complete all 'user account' details. If your child has their own individual 'Sportident' (SI) Stick, please enter the number when you create their account. If not, you can purchase a discounted SI Stick when you register for Map Mates on Eventor. The process of logging in to Eventor may take you back to the 'Event calendar' page. If this happens you can get back to the correct page by either pressing the embedded link below or scrolling down through the events to Sat, 26/5 <u>Winter Map Mates Registration</u>. The event you want looks like this (see red arrow).

Thu 24/5									
Fri 25/5									
Sat 26/5	Winter Map Mates Registration	Orienteering ACT	Orienteering ACT	0		loc	Т	Μ	5 km 22/5
	Goanna Park Northern Territory, race 1	Top End Orienteers	Orienteering SA	-		club		L	-
	Saturday Orienteering Series #3	Bold Horizons	Orienteering NSW	-		loc		М	-
	Saturday Orienteering Series NW #3	Bold Horizons	Orienteering NSW	-		loc		М	-
	ACT Metro Series: Junior League #3 & Map Mates #1, Farrer Ridge	🛓 Bushflyers	Orienteering ACT	-		loc		М	15 km
	Bendigo Bush Classic 5 - Mandurang-Sheepwash	Bendigo Orienteers	Orienteering Victoria	-		club		L	471 km
	Melbourne PAS Saturday Series 8 - Gresswell Hill	Yarra Valley Orienteering Club	Orienteering Victoria	-	Ρ	loc		М	
Sun 27/5	Goanna Park Northern Territory, race 2	Top End Orienteers	Orienteering SA	-		club		L	-

To register select the 'Enter and/or order services' in the grey 'Entry' box on the right hand side of the screen:

Eventor Au Orienteering Australia's central IT-			<u> RIENTEERING</u>
Help and Support About Event	or Show full width 📵	Search event	OK
Welcome MapMates Competitor! No club membership Apply for membership Log out	Export to calendar	on: Winter Map Mates Regist Back e event on Saturday, 19 May 18, is free. for all Map Mates competition dates is through closes 23 May 18. No registrations will be acc	I this page.
Event calendar	General information		Entry
 My pages Press results Livelox 	Name Organiser State Status	Winter Map Mates Registration Crienteering ACT Orienteering ACT	Next entry deadline 22 May 2018. Enter on the day is not available. Enter and/or order services
	Date Normal entry dear Late or	0.59 EST 018 at 23:59	Documents and links
[ance Time of event Discipline Punching system	L ovent middle day FootO Sportident	

By selecting 'Enter and/or order services' you will be registering your child for the Winter Map Map Mates competition.

You have a choice of classes under which to register your child. These can be changed each week at the events once the competition starts, but it is important to make sure they are registered correctly as either a junior male or junior female.

If you are unsure of which class to place your child please enter them as either:

'BLMJ' - Blue:Men:Junior or 'BLWJ' - Blue:Women:Junior.

These can be selected by scrolling through the 'Class' (see red box below).

Eventor Aus Orienteering Australia's central IT-syste	lia		<u>ĮĘŅŢĘĘŖĮŅĢ</u>
Help and Support About Eventor	ull width 🙆 Seard	h event	OK
Welcome MapMates Competitor! No club membership Log out Event calendar My pages Press results Livelox	Y ter Map Mates Registration rrienteering ACT, Saturday 26 May 2018 anal entry deadline: Tuesday 22 May 2018 at 23:59 Estentry deadline: Wednesday 23 May 2018 at 23:59 Estentry for Market State at the entry how MapMates Competitor Name Club MapMates Competitor No club membership vallable services No club membership Vallable services Add Map Mates SI Stick Add ap Mates discounted SI rdered services b services have been ordered. Corder services Sum: 0 Delete thry terms and conditions This is a team competition. Teams may consist of 2 uv will be asked for team members and team name, vach individual team member is required to register. Estent at the member is required to register. Estent at the member is required to register.	ST try fee is paid in advance. Entries not pai as been saved. Class BLWJ (90 AUD) ▼	Sportident 8611111

If your child has a Sportident (SI) Stick please add the number in the box (see arrow above). If they don't own an SI Stick, that they can exclusively use during the season, one can be purchased at a discounted Map Mates price through the 'Available services' area (see below).

Purchasing an SI Stick

To purchase an SI Stick, select 'Map Mates SI Stick' from the drop down box under the 'Available services' section and tap the 'Add' button. You should now have 'Mates Mates SI Stick' listed under 'Ordered services' (see Red arrow).

Help and Support About Eve	ntor Show full width 🚹	Search e	vent	ОК
Welcome MapMates Competitor! No club membership Apply for membership Log out • Event calendar • My pages • Press results • Livelox		26 May 2018 22 May 2018 at 23:59 EST 23 May 2018 at 23:59 EST	fee is paid in advance. Entries no peen saved. Class GRMJ (90 AUD)	ot paid for will be removed.
to find Map Mates SI Stick		15 n. Teams may consist of 2-4 o mbers and team name, via e		

Once you have confirmed the registration details, ticked the terms and conditions check box and added a contact phone number, press the 'next' button at the bottom of the page.

This page will allow you to confirm your child's registration details. If you ordered an SI Stick you will see this under 'Order information' (see blue arrow below). If you don't see the SI Stick under the 'Order information' please select 'Change your entries' which will take you back to the previous page. On this page please make sure you select the 'add' button next to the selection box, under available services.

Help and Support About Eve	antor Show full width 🚹 Search event			
Welcome MapMates Competitor! No club membership Apply for membership Log out	Entry step 2 of 3 - Confirm Check that your order is correct. Confirm order terms and conditions. If you nee on "Change the entries".Finally, create invoice and pay by clicking on "Confirm			ng click
	Order information			
Event calendar	All entries and service orders are listed below.			
My pages	Product	Quantity	Price	Amou
Droop regulte	Winter Map Mates Registration: entry for MapMates Competitor in Green: Men: Junior	1	90 AUD	90 AL
	Winter Map Mates Registration: Map Mates SI Stick for MapMates Competitor	1	30 AUD	30 AL
				120 AL
	Customer details MapMates Competitor 1 Mpeers Lane Ainslie 2602 ACT Australia s4shannan@live.com.au			
	Order terms and conditions			
	I have read and accepted the terms and conditions.			
	Confirm and go to payment	Change the er		Cance

Finalising your registration

Check your order and child's details. Tick the box to accept the order terms and conditions and press 'confirm', this will take you to the payments page which is Step 3 of 3. Follow payment instructions to finalise your Map Mates registration.

After completing your registration you will receive an email asking for your child's Map Mates team name and the names of their team mates. On the 24 May 2018 a list of entered teams will be posted on Eventor.

If you have registered by 16 May 18, your child will receive their Map Mates registration pack and SI Stick (if ordered) at the free Welcome Event on 19 May 18. Otherwise they will receive their registration pack at the first competition event on 26 May 18.

Please ensure that all of your child's team has registered by 23 May 18. No Map Mates registrations will be accepted after this date.

Orienteering ACT members

If your child is a Member of Orienteering ACT and has a pre-purchased a season pass, either as an individual or as part of a family, they can receive a discounted Map Mates registration. To do this you will need to select 'Member with Season Pass' on the first page (see red arrow below) under 'Available services'.

Welcome MapMates Competitor! No club membership Apply for membership Log out	Entry Winter Map Mates Registration						
Event calendar		provided after the entry has b					
My pages							
Press results	Name	Club	Class	Sportident			
Livelox	MapMates Competitor	No club membership	GRMJ (90 AUD)	84532			
	Available services Member with Season Pass Map Mates discounted SI Ordered services Member with Season Pass	Add C	-50 AUD 😜 [Delete			
	Crdered services: 1	Sum: 40 AUD OPlete					

This will result in the total cost being only \$40 for Map Mates registration. This can be checked on the confirmation page (see below).

Welcome MapMates Competitor! No club membership Apply for membership Log out	Entry step 2 of 3 - Confirm Check that your order is correct. Confirm order terms and conditions. If you nee on "Change the entries".Finally, create invoice and pay by clicking on "Confirm Order information All entries and service orders are listed below.			ng click
My pages	Product	Quantity	Price	Amour
Press results	Winter Map Mates Registration: entry for MapMates Competitor in Green: Men: Junior	1	90 AUD	90 AUI
Livelox	Winter Map Mates Registration: Member with Season Pass for MapMates Competitor	1	-50 AUD	-50 AU



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