

KEEP UP WITH THE KIDS

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 program participants' 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 for Keep Up on Eventor you will need an individual Eventor 'user account'. If you already have an Eventor user account please login using your login and password. If you do not have a user account, you can create one by pressing the '**Create account**' and following the instructions.



Event information: Keep Up with the Kids Registration

[Export to calendar](#) [Back](#)



Registration for our adult beginner course designed to help adults, particularly parents, 'keep up with the kids'. If you've always thought about giving orienteering a go, this is the perfect introductory program.

General information

Name	Keep Up with the Kids Registration
Organiser	 Orienteering ACT
State	Orienteering ACT
Status	entries opened
Date	Saturday 4 August 2018 at 10:00 - 11:00 EST
Entry deadline	Friday 3 August 2018 at 0:00 EST
Event form	individual
Event classification	Club event
Race distance	middle
Time of event	day
Discipline	FootO
Punching system	Sportident

Class information

Classes	Orange 1: Men: Open, Orange 1: M: Masters, Orange 1: W: Open, Orange 1: W: Masters, Orange 2: Men: Open, Orange 2: M: Masters,
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Entry

Next entry deadline 3 August 2018.
Enter on the day is not available.

[Enter and/or order services](#)

[All entries \(1\)](#)



Please complete all 'user account' details. If you have your own individual 'Sportident' (SI) Stick, please enter the number when you create your account. If not, you can purchase a discounted SI Stick when you register for Keep Up as a 'service'.

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 scrolling down through the events to Sat,16 June 2019.

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

The screenshot shows the Eventor Australia website interface. At the top, there's a navigation bar with 'Help and Support' and 'About Eventor'. Below that, the 'Eventor Australia' logo is displayed, along with the tagline 'Orienteering Australia's central IT-system'. The main header includes links for 'Event calendar', 'Press results', and 'Livelox', along with 'My pages' and 'Excited' dropdown menus.

The main content area is titled 'Event information: Keep Up with the Kids Registration'. It features an 'Export to calendar' button and a 'Back' link. Below this, a purple box contains information about the registration: 'Registration for our adult beginner course designed to help adults, particularly parents, 'keep up with the kids'. If you've always thought about giving orienteering a go, this is the perfect introductory program.'

On the left, there's a 'General information' section with fields for Name, Organisation, State, Status, Date, Time of event, Discipline, and Punching system. The 'Name' field is filled with 'Keep Up with the Kids Registration', and the 'Organisation' field is filled with 'Orienteering ACT'. A blue arrow points from the 'Entry' box on the right to the 'Enter and/or order services' link.

On the right, there's an 'Entry' box with the following text: 'Next entry deadline 3 August 2018. Enter on the day is not available. ☒ Enter and/or order services'.

By selecting '**Enter and/or order services**' you will be registering for the Keep Up Program. If you are a member, you will automatically be invoiced \$48. Non-members will be invoiced \$60.

You have a choice of classes under which to register. The course (B,G or O1, O2) can be changed each week at the event, but it is important to make sure you are registered correctly as either male or female and as either Open or Masters. In the example below Excited Parent is registered for O1 courses, as a Womens Masters (WM).

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

Entry

Keep Up with the Kids Registration

★ Orienteering ACT, Saturday 4 August 2018
Entry deadline: Friday 3 August 2018 at 0:00 EST

Name	Club	Class	Sportident
Excited Parent	No club membership	O1WM (60 AUD)	

Available services

Discount for own SI ▼ ➕ Add
Discount applied if you do not need a hire SI

Ordered services

No services have been ordered.

[Order services](#) | Sum: 60 AUD | [Delete](#)

Entry terms and conditions

☐ Registration includes five Saturday ACT Metro Series event entry (4 Aug -1 Sep) and weekly coaching sessions. We are unable to provide a discount or refund should you be unable to attend an event or should an event be cancelled.

If you have a **Sportident** (SI) Stick please add the number in the box (see **arrow** above).

Purchasing a 'service'

To purchase an SI Stick, scroll down through the drop down box options under 'Available services' (see **blue** arrow below) and select 'SI Stick purchase' and tap the 'Add' button. You should now have 'SI Stick purchase' listed under 'Ordered services' (see **Red** arrow).

1:58 pm
eventor.orienteering.asn.au

Help and Support About Eventor

Eventor Australia
Orienteering Australia's central IT-system

Event calendar Press results Livelox My pages Excited ▼

Entry

Keep Up with the Kids Registration

★ Orienteering ACT, Saturday 4 August 2018
Entry deadline: Friday 3 August 2018 at 0:00 EST

Name	Club	Class	Sportident
Excited Parent	No club membership	O1WM (60 AUD)	

Available services

SI Stick purchase ▼ ➕ Add
Discount applied if you are a member with a Season Pass

Ordered services

SI Stick purchase 1 40 AUD [Delete](#)

[Order services: 1 \(40 AUD\)](#) | Sum: 100 AUD | [Delete](#)

Entry terms and conditions

☐ Registration includes five Saturday ACT Metro Series event entry (4 Aug -1 Sep) and weekly coaching sessions. We are unable to provide a discount or refund should you be unable to attend an event or should an event be cancelled.

To receive a discount for being a Member and a Season Pass holder, scroll down through the drop down box options under 'Available services' (see blue arrow below) and select 'Member with Season Pass' and tap the 'Add' button. You should now have 'Member with Season Pass' listed under 'Ordered services' (see Red arrow).



To receive a discount for having your own SI, scroll down through the drop down box options under 'Available services' (see blue arrow below) and select 'Discount for own SI' and tap the 'Add' button. You should now have 'Discount for own SI' listed under 'Ordered services' (see Red arrow). Please don't select this discount if you are already receiving the discount for Member with Season Pass, as your registration is already free!

Confirm your registration

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


The next page will allow you to confirm your registration details. If you ordered any 'services' you will see this under 'Order information' (see blue arrow below).

[Help and Support](#)
[About Eventor](#)

[Event calendar](#)
[Press results](#)
[LiveloX](#)
[My pages](#)
[Excited](#)

Entry step 2 of 3 - Confirm



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 changed entries and service orders are listed below.

Product	Quantity	Price	Amount
Keep Up with the Kids Registration : SI Stick purchase for Excited Parent	1	40 AUD	40 AUD
			40 AUD

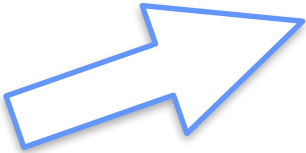
Customer details

Excited Parent
1 Mapers 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 entries](#)
[Cancel](#)



If you don't see your ordered services under the 'Order information' please select 'Change the 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.

Finalising your registration

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

Entry 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.



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 03/07/2018, the registration will be removed from the system.

Keep Up with the Kids Registration

★ Orienteering ACT, Saturday 4 August 2018

Name	Club	Class	Punching card number	Service orders	Sum	Status
Excited Parent	No club membership	Orange 1: W: Masters (60 AUD)		1 (40 AUD)	100 AUD	Changed

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.


☐

Internet Banking (Pay with POLi)



Pay later

Change the entry

Add more entries

To the event calendar