



Competition Registration

1. Step "Start"

Go to <http://slrg-baden-brugg.ch/lcas/> → Registration

Click in the area "Competition Registration" in the row of "SpeedLifeSaving" on "Competition Registration"

The screenshot shows the LCAS website interface. At the top left is the LCAS logo with the tagline 'lifesaving sports'. To the right are links for 'CONTACT' and 'LOGIN'. Below the logo is a horizontal navigation menu with buttons for 'Home', 'About', 'Events', 'Sport', 'Price', and 'REGISTRATION'. The 'REGISTRATION' button is circled in red and has a red '1.' above it. Below the navigation menu is a large banner image of people rafting on a river. Underneath the banner, the heading 'REGISTRATION' is followed by 'Competition Registration'. A paragraph of text states: 'The registration of teams for competitions, is also located in the area EVENTS. At the moment, you can register for the following competitions'. Below this text is a table with the following data:

Event	Date	Where	Category	Register deadline	Register
SpeedLifeSaving 2016	23.04.2016	Brugg (AG), Switzerland	Open	01.03.2016	Competition Registration

The 'Competition Registration' link in the table is circled in red and has a red '2.' above it.



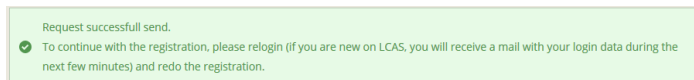
2. Step "User register"

If you already have an LCAS account, please login and go further with Step 4, else press die other button and go further.

Fill in the registration form. By the point "Club" please first check if your club is already in the system. If don't, use the text field on the right hand side of the dropdown list.

1st check the dropdown list

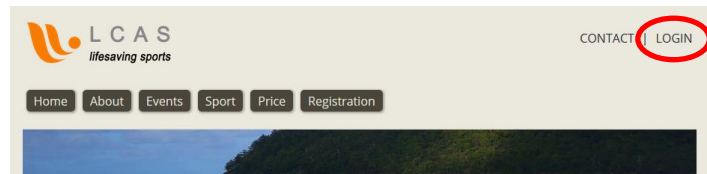
If all fields are filled in a save button will be shown on the bottom (next to the "BACK" button). Press the "SAVE" button. If everything went well, the following message should be shown.



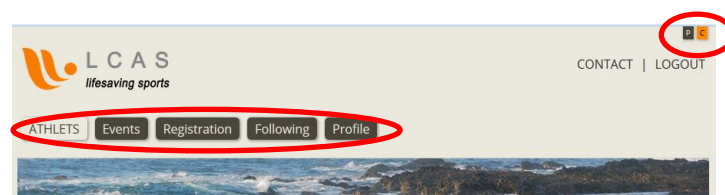
You will now receive an email with your login data.

3. Step "Login"

Go to "Login" on top right (or use the login form, if you skipped point 3). Use therefore the login data.



After successfully login, you will enter the "Coach Area" of LCAS. This is shown by another main navigation and additional navigation buttons on top right.

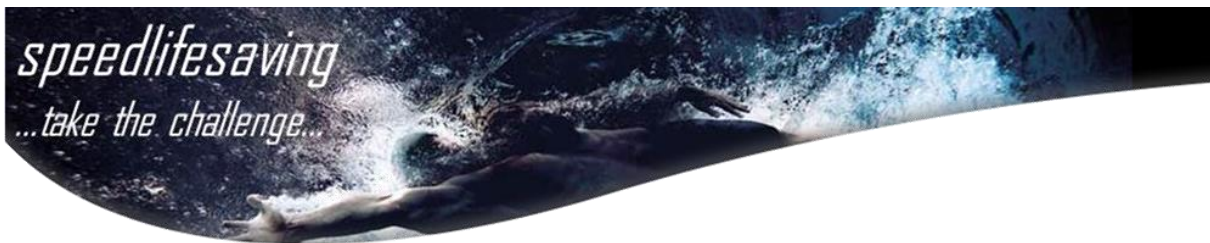


- [P] → Public area (you will go back to the public area of LCAS)
- [C] → Coach area

In the main navigation you will find now the button "Profile". There you can change your personal data (also the password).

Go now on "Events" and click on "Sign In" in the row of "SpeedLifeSaving"

Name	Where	Date	Registration until	Categorie	Info
SpeedLifeSaving 2016	Brugg (AG) (CH)	23.04.2016	01.03.2016	Open	Info Sign In

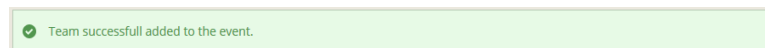


4. Step "Team registration"

Check the dropdown list, if your team, which you like to sign in for the competition is already listed and choose it, if it is. Otherwise fill out the the fields ("Name" and "FROM").

Afterwards do the same at "Coach / Teammanager".

Complete the registration with a click on the button "SAVE". If everything went well, the following message will be shown.



Further a second table "Registered Events" is now shown (in the area of EVENTS) with an entry for "SpeedLifeSaving".

Registered Events						
Name	Where	Date	Registration until	Categorie	Info	
SpeedLifeSaving 2016	Brugg (AG) (CH)	23.04.2016	01.03.2016	Open	Info	To the registartion

Now, your team is signed in to the competition. Next you have to register all of your athletes.



5. Step "Athlete registration"

Click in the row of "SpeedLifeSaving" on "To the registration"

Name	Where	Date	Registration until	Categorie	Info
SpeedLifeSaving 2016	Brugg (AG) (CH)	23.04.2016	01.03.2016	Open	Info To the registration

Now you will see an almost empty side. Still your team name is shown.

TRAINER / COACH OF SLS GUEST TEAM
Registration

SLS Guest Team 1

No athletes are registered until now!

Add / Remove Athletes

First, you have to add all your athletes which like to compete on this competition. Therefore click on "Add / Remove Athletes".

An empty table is displayed now. Depending, if some athletes of your club are already registered on LCAS, maybe you will see some dropdown lists in the column "Name". If this should be the case, check the dropdown list if your athletes are listed and choose it.

Please consider the gender of the rows (1st column).

Gen	Name	DoB	Remove
♀	Female Hochstrasser Annika Nussbaumer Lina Senften Flavia Stebler Christine Uhl Martina		
♀			
♀			
♂			

1st check the dropdown list

If you added some athletes, please press at the end the save button. The view will change now, if you already added all of your athletes go further to step 7. Otherwise go back (press the button "Add / Remove Athletes").

If no dropdown lists are shown or not all athletes are listed, press the button "Add Athlete" and record the data of the missing athlete. One after the other.

Attention: You basically don't have to choose a club, your own club is predefined.

After all athletes are added, you will find them in the dropdown lists. Add them to the team and save the data.



6. Step "Complete the registration"

After you added all of your athletes, you will see an overview with all of your athletes (if someone is missing, add it like in step 5 described) and all disciplines of the competition.

Depending on the competition, you will see two different tables. One for the individual disciplines and one for the team disciplines.

Individual discipline/s

#	Name	Gen	OBSTACLE SWIM	MANIKIN CARRY	RESCUE MEDLEY	MANIKIN CARRY WITH FINS	MANIKIN TOW WITH FINS	SUPER LIFESAVER
1-1	Hochstrasser Annika	♀	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00
1-2	Nussbaumer Lisa	♀	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00
1-3	Sentflern Flavia	♀	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00
1-4	Stabler	♀	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00

Team discipline/s

Discipline	Team	Athlets	Gen	Registration time
LINE THROW RELAY	1	1	♀	10:00.00
		2		
		3		
		4		
MANIKIN RELAY	1	1	♀	10:00.00
		2		
		3		
		4		

Registration for individual disciplines

As soon as a time is set in the corresponding input field of a discipline, the athlete is registered for this discipline (no time, no registration). If you compete on a competition, on which all athletes have to do all disciplines, here you will find a preset value (normally 10 min). If you like you can change it or let it as it is.

Athlete is signed in for this discipline:

MANIKIN CARRY

00:30.10

→ as soon as a time is entered, the athlete is registered for the discipline

Athlete is not signed in for this discipline:

MANIKIN CARRY

00:00.00

→ if no time is entered, the athlete is not registered

Registration for team disciplines

The team registrations works more or less similar as the individual discipline registrations. Use the dropdown lists to define the teams for each discipline.

Attention: You don't have to enter a registration time!

If everything is filled out, your registration is finished.



Be aware of:

Please consider during the registration of the competition of SpeedLifeSaving:
All athletes and teams have to compete on all individual and team disciplines!

It is not required to enter a valid registration time. You just have to define a series of your competitors. Define one athlete as the first (in general your best athlete), the next as the second (the second best athlete) and so one and register your athletes always with the same time for each individual discipline:

1. Athlete with a time of 10:00.00 (the best athlete)
2. Athlete with a time of 20:00.00 (the 2nd best athlete)
3. Athlete with a time of 30:00.00 (the 3rd best athlete)
4. Athlete with a time of 40:00.00 (the 4th best athlete)

At the end it should be look similar than the following example:

Gen	OBSTACLE SWIM	MANIKIN CARRY	RESCUE MEDLEY	MANIKIN CARRY WITH FINS	MANIKIN TOW WITH FINS	SUPER LIFESAVER
♀	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00
♀	20:00.00	20:00.00	20:00.00	20:00.00	20:00.00	20:00.00
♀	30:00.00	30:00.00	30:00.00	30:00.00	30:00.00	30:00.00
♀	40:00.00	40:00.00	40:00.00	40:00.00	40:00.00	40:00.00
♂	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00	10:00.00
♂	20:00.00	20:00.00	20:00.00	20:00.00	20:00.00	20:00.00
♂	30:00.00	30:00.00	30:00.00	30:00.00	30:00.00	30:00.00
♂	40:00.00	40:00.00	40:00.00	40:00.00	40:00.00	40:00.00

If you have some trouble with the registration, please stay in contact with the webmaster. Therefore use the contact form, which you will find on top right (next to the LOGIN) and describe your problem.