



EVENTS ONLINE

How to Enter a Swim Meet



How does it all work?

- 1. Clubs let members know what their username and password is - OR**
- 2. Members go to the Meet Host website (e.g. Swimming Queensland) and follow the links to the swim meet**
- 3. Members log in using their username and password supplied by their club, OR use the password retrieval function**
- 4. Members enter events and pay online using a credit card**
- 5. Clubs go to the Meet Host website (e.g. Swimming Queensland) and follow the links to the swim meet**
- 6. Clubs are able to check who is entered into the meet**
- 7. Clubs are able to nominate swimmers in relay events(if applicable) and pay for entries online using a credit card**
- 8. Clubs purchase club packages online using a credit card**

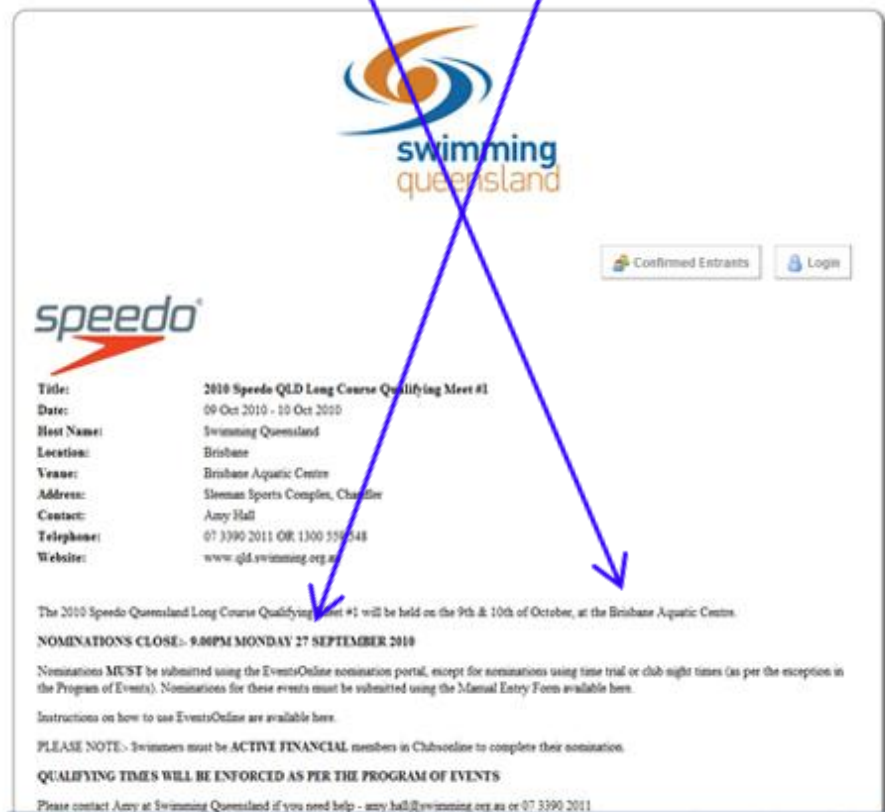
HOW SWIMMERS ENTER ONLINE

For Swimming Queensland Meets:

1. Go to the **Swimming Queensland** website www.qld.swimming.org.au
2. Click the link on the Noticeboard to enter online for the meet - eg. 2010 Speedo Long Course Qualifying Meet



3. Check the event information for Qualifying Times and Closing Dates

A screenshot of the event information page for the 2010 Speedo QLD Long Course Qualifying Meet #1. The page features the Swimming Queensland logo at the top center and the Speedo logo on the left. A table of event details is provided, followed by a paragraph of text and a 'NOMINATIONS CLOSE' section. Two blue arrows from the previous step point to the 'Enter Online' button and the event details table. The page also includes 'Confirmed Entrants' and 'Login' buttons.

| | |
|-------------------|--|
| Title: | 2010 Speedo QLD Long Course Qualifying Meet #1 |
| Date: | 09 Oct 2010 - 10 Oct 2010 |
| Host Name: | Swimming Queensland |
| Location: | Brisbane |
| Venue: | Brisbane Aquatic Centre |
| Address: | Stennan Sports Complex, Chandler |
| Contact: | Amy Hall |
| Telephone: | 07 3390 2011 OR 1300 359 048 |
| Website: | www.qld.swimming.org.au |

The 2010 Speedo Queensland Long Course Qualifying Meet #1 will be held on the 9th & 10th of October, at the Brisbane Aquatic Centre.

NOMINATIONS CLOSE: 9:00PM MONDAY 27 SEPTEMBER 2010

Nominations **MUST** be submitted using the EventsOnline nomination portal, except for nominations using time trial or club night times (as per the exception in the Program of Events). Nominations for these events must be submitted using the Manual Entry Form available here.

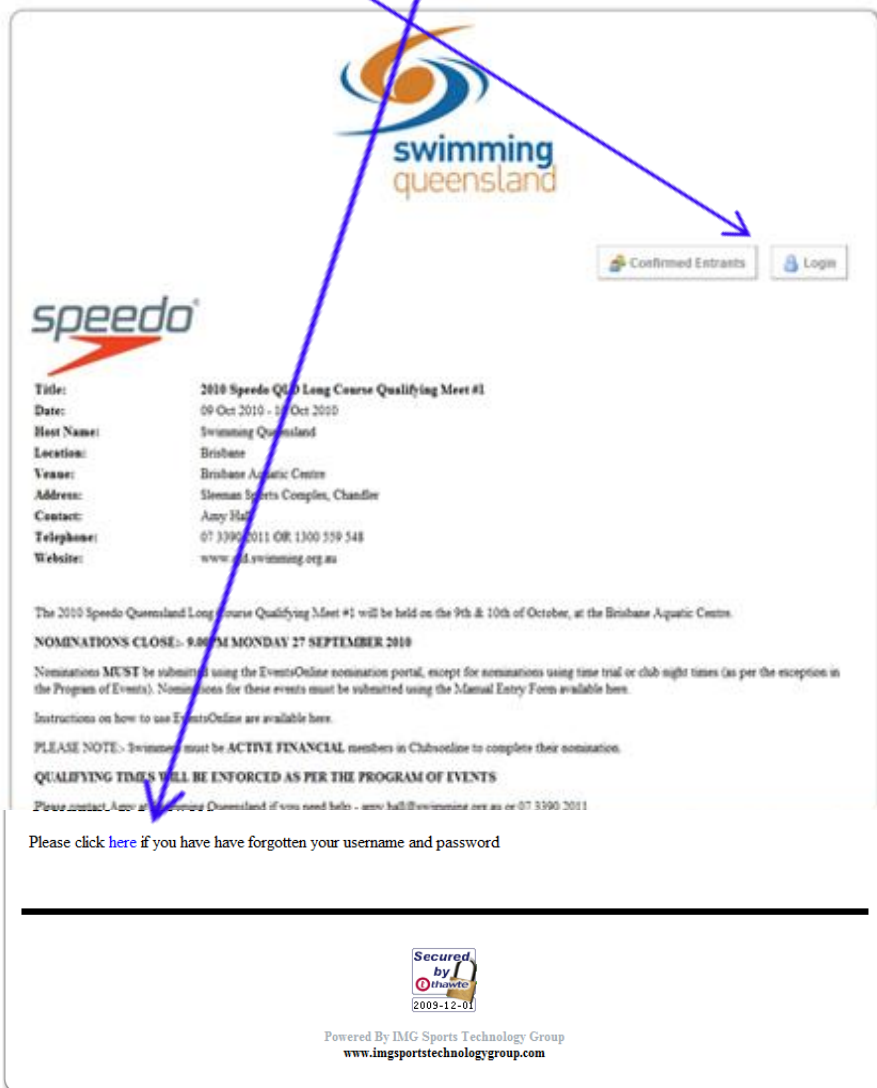
Instructions on how to use EventsOnline are available here.

PLEASE NOTE: Swimmers must be **ACTIVE FINANCIAL** members in Clubswimline to complete their nomination.

QUALIFYING TIMES WILL BE ENFORCED AS PER THE PROGRAM OF EVENTS

Please contact Amy at Swimming Queensland if you need help - amy.hall@swimming.org.au or 07 3390 2011

4. Make sure you have a list of events you wish to swim in, and you have double checked this information with your coach.
5. Click '**LOGIN**' and enter your Username and Password. If you do not know your username or password, please click on forgotten password or contact your club registrar.



swimming queensland

speedo

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Host Name: Swimming Queensland
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Venue: Brisbane Aquatic Centre
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Contact: Amy Hall
Telephone: 07 3390 2011 OR 1300 559 548
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Please click [here](#) if you have forgotten your username and password

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6. Once logged in, the information regarding the meet will appear for you to review.

The screenshot shows the website for the 2010 Speedo QLD Long Course Qualifying Meet #1. At the top right is the Swimming Queensland logo. Below it are four buttons: Register, Results, Confirmed Entrants, and Logoff. On the left is the Speedo logo. The main content area contains the following information:

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At the bottom, there is a 'Secured by Thawte' logo with the date 2009-12-01, and text stating 'Powered By IMG Sports Technology Group' and the website 'www.imgsportstechnologygroup.com'.

From this screen you are able to:-

- View your **'Results'** currently in the database
- Review the **'Confirmed Entrants'**
- **'Register'** for the meet.

7. Click on **'Register'** to continue with entering the swim meet.

8. You will then be required to accept the terms and conditions of entry, if applicable.
Click **'Next'** to continue.

[Terms Of Entry](#) > [Personal Details](#) > [Events](#) > [Payment](#) > [Confirmation](#) > [Receipt](#)

Terms Of Entry

I agree to the [Terms & Conditions of Entry](#) , [Swimming Australia By-Laws](#) and the [Indemnity Form](#)

I agree to the above

[Home](#) [Next](#)

9. Check your personal information is correct. Click **'Next'** to continue.

[Terms Of Entry](#) > [Personal Details](#) > [Events](#) > [Payment](#) > [Confirmation](#) > [Receipt](#)

Personal Data

♦ Denotes a required field

Title: ♦


First Name: ♦

.....

Gender: ♦ Male Female

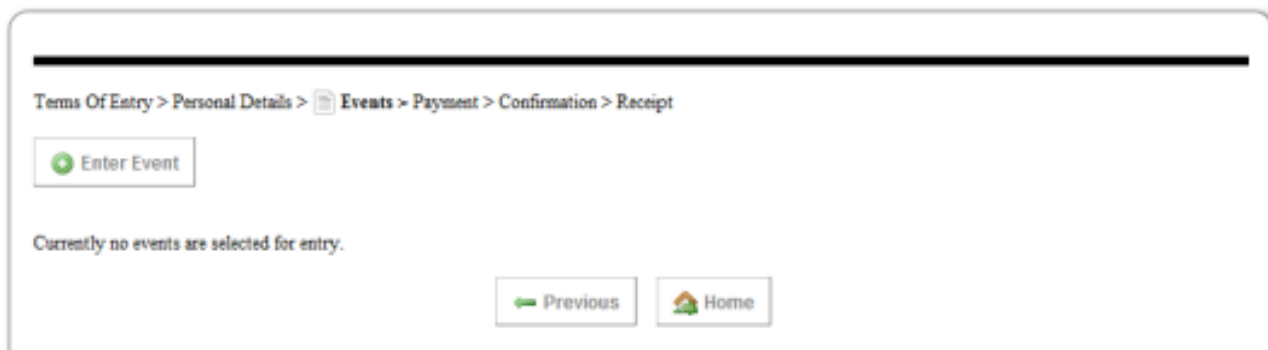
[Previous](#) [Home](#) [Next](#)

| | |
|---|-----------------------|
| + | Payment Processing |
| + | Credit Card Statement |
| + | Security |

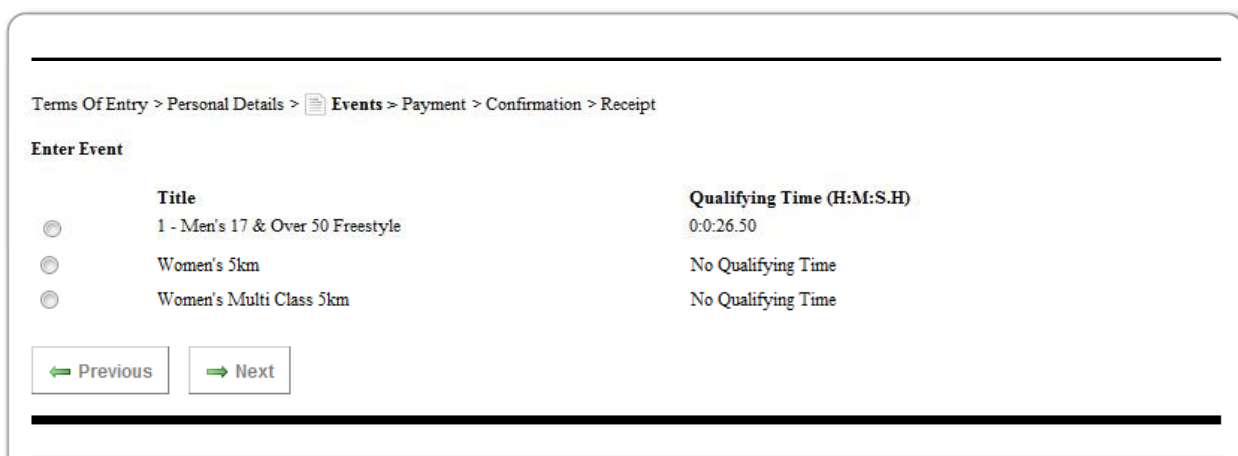

2009-12-01

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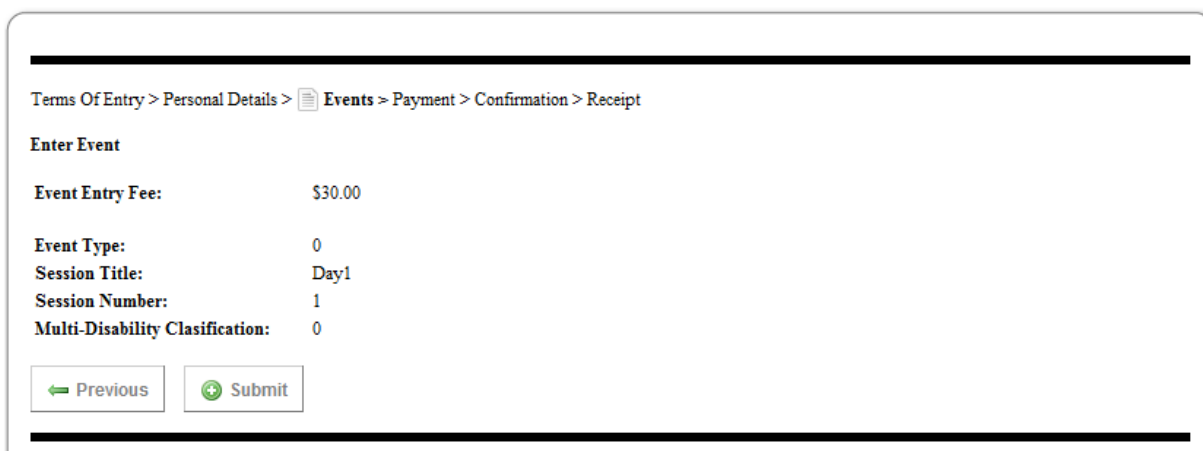
10. Click on **'Enter Events'** to select the events you wish to swim in.



11. Select your first event and click **'Next'**



12. Review your entry before clicking **'Submit'**.



13. You can now enter more events, clicking on '**Events**' or complete your entry, using '**Enter and Pay Online**'. If the system tells you that you have no qualifying time for the event you are trying to enter and you believe you do, please contact Swimming Queensland (on 1300 559 548 or 3390 2011).
14. Qualifying Times are held in a national online results database. Every qualifying meet held in Queensland must provide a complete Meet Manager back-up to Swimming Queensland. The results are then uploaded by Swimming Queensland into the database. Results from other State, National and International competitions are also included. The online results database can be accessed via <https://console.clubsonline.com.au/swimmaster/resultsTable/>
15. You can now continue to add the events you wish to swim in. Once you are finished, click on '**Enter and pay online**' to enter your credit card details. There is NO additional fee for paying online with your credit card.
16. Your best times will automatically be selected from the online results database as at the closing date for online entries.
17. Once you have paid, a receipt will be emailed to you.

FREQUENTLY ASKED QUESTIONS

I HAVE PAID MY MEMBERSHIP HOWEVER THE SYSTEM WILL NOT LET ME ENTER ONLINE.

Swimmers will need to contact their clubs and make sure that their membership is ACTIVE and FINANCIAL, not PENDING or UNFINANCIAL.

I HAVE SEARCHED ONLINE RESULTS AND MY RESULTS ARE INCORRECT AND I AM MISSING SOME OF MY TIMES.

If a swimmer's results are missing from the online results database

<https://console.clubsonline.com.au/swimmaster/resultsTable/>

Please contact Swimming Queensland immediately (on 1300 559 548 or 3390 2011).

WHAT IF I DON'T HAVE A CREDIT CARD?

We are fully aware and appreciate that not everyone owns a credit/Debit card; unfortunately IMG (who provide the technology to Swimming Australia) are not able at this stage to offer members alternative online payment methods other than credit card. The online system will also accept Visa and Mastercard branded debit cards.

Visa pre-paid charge cards are available at Australia Post, banks and financial institutions. Similar to a plastic gift voucher card, they can be brought in preset amounts. Once the amount has been spent, the card can be disposed of.

WHAT IF I DON'T HAVE INTERNET ACCESS?

We appreciate that not everyone has internet access. We encourage members to work with colleagues, family or friends who may be of assistance obtaining and using internet access. Also research your local public library, and the possibility of Internet Cafés

WHAT IF MY CLUB PAYS FOR MY ENTRIES?

If your club pays for your entries or subsidizes your entries, you have two options:

1. If the club pays all your entries fees, they can log in on your behalf and enter and pay for your events online.
2. If the club subsidizes your entries, you will need to log in, enter and pay online and the club will then need to reimburse you.