



HOW TO ENTER A MEET

1. Login to Swim Central

<https://swimcentral.swimming.org.au>

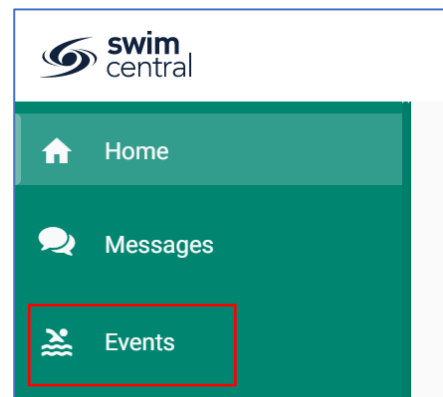
Enter your email and password

**Select forgot password if you do not know your password*

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2. Click on Events

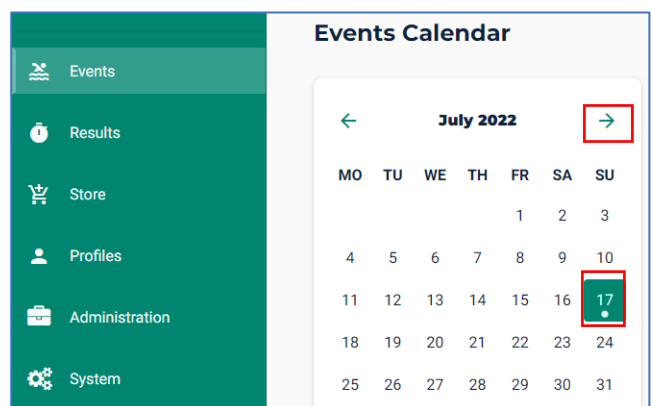
From the lefthand panel click on events



3. Find your Event

Select the date from the calendar using the arrows for each month.

Eg. 17th July 2022 for MSSA InterClub 2





4. Click on view event

5. Click on Entries

Select the races you want to swim by clicking on the + button next to the event

Note when you select the first event a pop up will provide you with the meet entry fee information.

Click continue to select more races.

A pop-up message will tell you when a new nomination has been added to your cart.



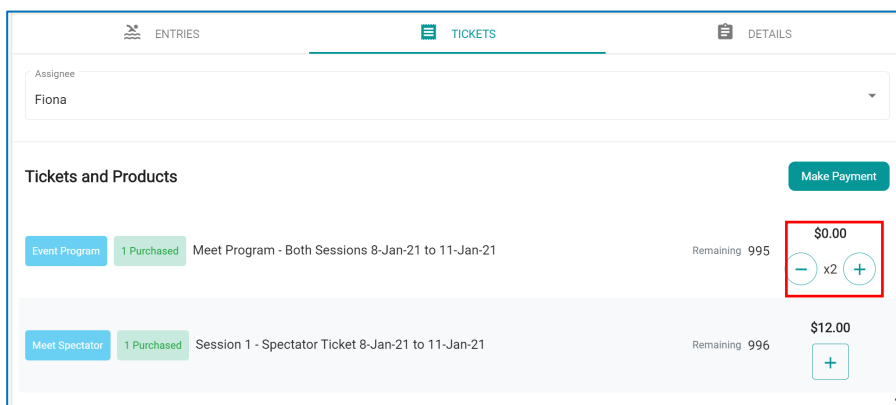
6. Purchasing Venue Entry / Spectator Tickets

You can also purchase (free) venue entry spectator Tickets during or after your entry purchase.

These tickets are not needed for swimmers just any spectators that you are bringing with you.

The tickets are free and will ensure your name/guest's name is on the door list at the venue

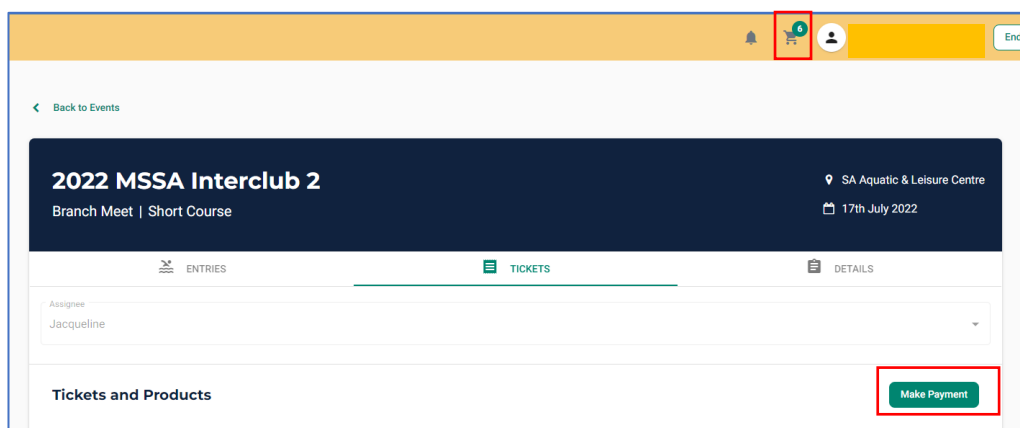
Click on Tickets tab, Add ticket to the trolley



7. Making Payment

When you have selected the events and tickets you want click on either:

- Make Payment;
- or
- Your Shopping Cart to check out.



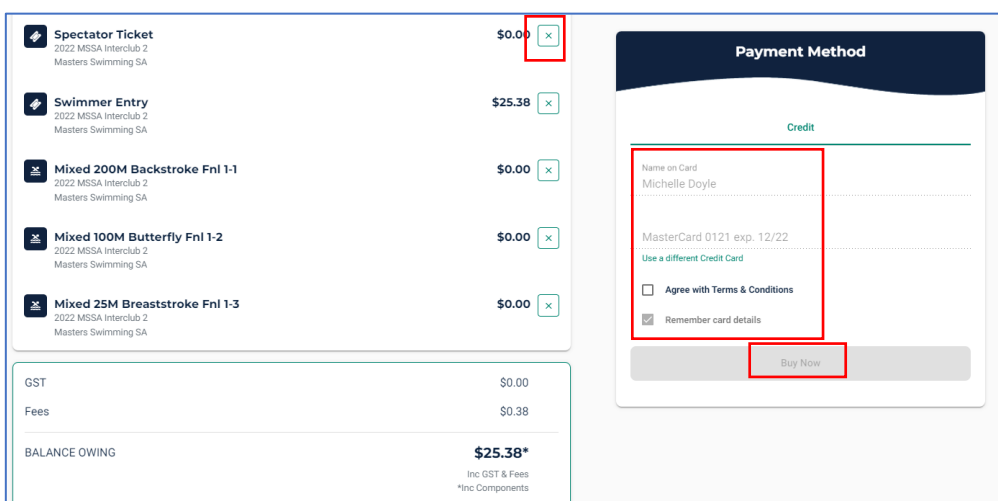
8. Terms and Conditions & Credit Card Details

In your Check Out you will see the items you are purchasing on the left and card payment details and terms and conditions on the right.

You have the option to review your purchases and save your credit card for future purchases should you wish to do this. Credit Card details

are stored securely by the Stripe platform behind Swim Central. Staff and club administrators do not have access to any card details you save in the system.

Before you check out you will be required to agree to the terms and conditions and click on now the green buy now button. **This will finalise your transaction and submit your entries.**





9. How to Find your receipt

- Click on Profiles > Order History
- Select your purchase
- Click on Invoice to download a pdf

Date	State	Total inc.
9.5.2022 Leanne Beames 9.5.2022	Completed	\$25.38
14.4.2022 Leanne Beames 14.4.2022	Completed	\$0.00
14.4.2022 Leanne Beames 14.4.2022	Completed	\$0.00
14.4.2022		

Product Name	Qty	incGST
2022 MSSA Interclub 2: Mixed 25M Backstroke Fnl 1-17 Masters Swimming SA Leanne Beames	1	\$0.00
2022 MSSA Interclub 2: Mixed 25M Freestyle Fnl 1-4	1	\$0.00

10. How to check what you have entered & make changes before closing date

- You can check your entries in two places: the events calendar or your order history
- If you want to change events (prior to the closing date) you will need to view your order history and request a refund. Then follow the above process to enter the new event.

11. Event Details Tab

For more details you can return to the event calendar and Click on Details to view more information about the event

- Documents Required
- Event Organiser
- Event Description
- Open / Close Dates
- Nominate for Positions
- Event Documents for Download

Documents Required

- Passport Photo

ENTRIES | **TICKETS** | **DETAILS**

About

Organiser
South Australia

Entry Open Date
10:30pm - 31.10.2020

Entry Close Date
10:30pm - 16.12.2020

Event Description
This is an Event Description, unfortunately this event didn't have one before. Therefore the panel wasn't showing in the Event Details page. This can be set and updated at any time and there are 1000

Contact Details

Marty Richardson

michelle.doyle@sa.swimming.org.au

Other

- Position Nominations
- Event Information

Further online help

<https://support.swimming.org.au/hc/en-us/articles/360002105435-How-to-Enter-a-Meet>

A Bit more about Swim Central....

Proudly created by Swimming Australia and its member organisations, Swim Central is our community's bespoke operating system for clubs and swimmers, and we are excited to welcome the master's Swimming Community to the platform.

I've heard about Swim Central, what is it?



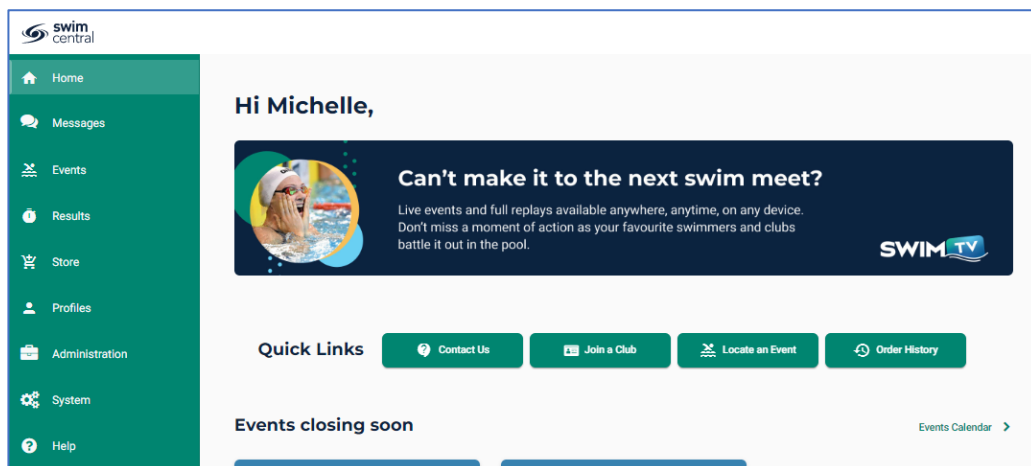
Master's swimming clubs and members across the country are transitioning from SportsTG to the Swim Central platform over the next few months in preparation for the 2022/23 Season commencing.

The Swim Central platform provides a one stop shop for the sport and its members to manage their involvement in and out of the pool!

Functionality of Swim Central includes:

- Membership & document management
- Event entries, results & ticketing
- Merchandise & products
- Club finances & reporting
- Coaching & Officiating accreditations

Log in and explore the user menu to view your details, click edit to change any personal details that need updating.



For further assistance and help please contact Warwick – mssasecretary@adam.com.au