## Meet Signup 101

## Directions to Sign Up or Decline a Swim Meet:

- 1. Login to your account.
- 2. Swim Meets are at the bottom of the front page.
- 3. Click on the **Edit Commitment** button to the right of the swim meet.
- 4. You will be directed to the **Event Signup** page.
- 5. Under **Members Name** click on your swimmer's name.
- 6. You will be directed to the **Athlete Event Signup** page.
- 7. Under **Declaration** select either: *Yes, please sign up (Member) for this event* or *No, thanks (Member) will NOT be attending this event.*
- 8. Under **Notes:** Please fill in what sessions your swimmer is unavailable during the meet or any other information.
- 9. Save Changes (bottom right).

## PLEASE MAKE NOTE OF SWIM MEET DEADLINES!

We will be closing meet registration as of 8pm on the deadline day.