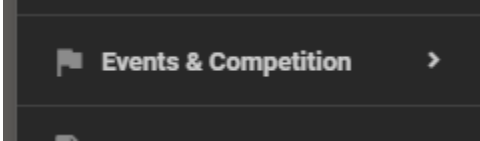


Job Sign up Instructions

1. Log into your account
2. Select "Events & Competition"

3. Select "Meets/Events"
4. All the Current & Upcoming events will display.
5. Find the event that you would like to sign up for workshare hours.
6. There will be a GREEN "Job Signup" button on the far left. Select it.

Oct 23 2021
October Challenge Meet (SCY) - KING Co-Hosted
Oct 23, 2021 - Oct 24, 2021 Event Category: Swim Meet
HOST: Valley Aquatics (VAST) and King Aquatic Club Boosters (KING)
LOCATION: Weyerhaeuser King County Aquatic Center - Federal Way (

Job Signup

7. All of the available jobs and hours available will show up.

+ Signup ✖ Remove Signup	
Job Name/Notes	Time Periods Signup
Announcer	10/09/2021 08:30:00 AM - 10/09/2021 12:00:00 PM(3.50 Hrs.) 1 ☐ -----
Check in	10/09/2021 08:30:00 AM - 10/09/2021 10:00:00 AM(1.50 Hrs.) 1 ☐ ----- 2 ☐ -----
Computer Operator	10/09/2021 09:00:00 AM - 10/09/2021 12:00:00 PM(3.00 Hrs.) 1 ☐ -----
Marshal	10/09/2021 09:00:00 AM - 10/09/2021 11:45:00 AM(2.75 Hrs.) 1 ☐ ----- 2 ☐ -----
Stager	10/09/2021 09:45:00 AM - 10/09/2021 11:45:00 AM(2.00 Hrs.) 1 ☐ -----
Timers	10/09/2021 09:45:00 AM - 10/09/2021 11:45:00 AM(2.00 Hrs.) 1 ☐ ----- 2 ☐ ----- 3 ☐ ----- 4 ☐ ----- 5 ☐ ----- 6 ☐ -----

8. Click on the check box of the job that you would like to signup for. Click the green Signup button.

Signup Remove Signup	
Job Name/Notes	Time Periods Signup
Announcer	10/09/2021 08:30:00 AM - 10/09/2021 12:00:00 PM(3.50 Hrs.) 1 ☐ -----
Check in	10/09/2021 08:30:00 AM - 10/09/2021 10:00:00 AM(1.50 Hrs.) 1 ☐ ----- 2 ☐ -----
Computer Operator	10/09/2021 09:00:00 AM - 10/09/2021 12:00:00 PM(3.00 Hrs.) 1 ☒ -----
Marshal	10/09/2021 09:00:00 AM - 10/09/2021 11:45:00 AM(2.75 Hrs.)

9. A box will pop up. If you are the volunteer just add your cell number. If someone else is volunteering enter their name and a cell number.

NOTE: If your Account name is printed right after the checkbox, you've signed up for that job. You do NOT have to "Signup" again. You, however, can use the button to remove the signup if you no longer want to work on that job.

If someone else's name is printed, that job slot is not available for you to sign up (this is a first-come-first-serve system). You can only sign up for the empty slots.

Job Name/Notes	Time Periods Signup
Announcer	10/09/2021 08:30:00 AM - 10/09/2021 12:00:00 PM(3.50 Hrs.) 1 ☐ -----
Check in	10/09/2021 08:30:00 AM - 10/09/2021 10:00:00 AM(1.50 Hrs.) 1 ☐ ----- 2 ☐ -----
Computer Operator	10/09/2021 09:00:00 AM - 10/09/2021 12:00:00 PM(3.00 Hrs.) 1 ☒ -----
Marshal	10/09/2021 09:00:00 AM - 10/09/2021 11:45:00 AM(2.75 Hrs.) 1 ☐ ----- 2 ☐ -----
Tagger	10/09/2021 09:45:00 AM - 10/09/2021 11:45:00 AM(2.00 Hrs.) 1 ☐ -----

Please Supply Your Volunteer's Information

Please provide any additional contact information for the person who will actually be doing the work.

Optional Contact Info:

10. Click on the Signup button.

Step 1: Find the empty slots shown as "-----".
Step 2: Click on the checkbox in front of the empty slot that you want to sign up for.
Step 3: Select [Signup] button to signup for the slots that you selected.

NOTE: If your Account name is printed right after the checkbox, you've signed up for that job. You do NOT have to "Signup" again. You, however, can use the button to remove the signup if you no longer want to work on that job.

If someone else's name is printed, that job slot is not available for you to sign up (this is a first-come-first-serve system). You can only sign up for the empty slots.

Job Name/Notes	Time Periods Signup
Announcer	10/09/2021 08:30:00 AM - 10/09/2021 12:00:00 PM(3.50 Hrs.) 1 ☐ -----
Check in	10/09/2021 08:30:00 AM - 10/09/2021 10:00:00 AM(1.50 Hrs.) 1 ☐ ----- 2 ☐ -----
Computer Operator	10/09/2021 09:00:00 AM - 10/09/2021 12:00:00 PM(3.00 Hrs.) 1 ☒ -----

Please Supply Your Volunteer's Information

Please provide any additional contact information for the person who will actually be doing the work.

Optional Contact Info:

11. This is what it looks like when signup is complete.


 Signup


 Remove Signup

Job Name/Notes	Time Periods Signup
Announcer	10/09/2021 08:30:00 AM - 10/09/2021 12:00:00 PM(3.50 Hrs.) 1 ☐ -----
Check in	10/09/2021 08:30:00 AM - 10/09/2021 10:00:00 AM(1.50 Hrs.) 1 ☐ ----- 2 ☐ -----
Computer Operator	10/09/2021 09:00:00 AM - 10/09/2021 12:00:00 PM(3.00 Hrs.) 1 ☐ Lockhart, Tonya (206-391-2982)
Marshal	10/09/2021 09:00:00 AM - 10/09/2021 11:45:00 AM(2.75 Hrs.)