

## Signing up for Swim Meets using the Website

1. Go to [www.clemsonaquaticteam.org](http://www.clemsonaquaticteam.org)
2. Hover over and then Click on Events in the top menu (this may have more or fewer items). Don't use the drop-down menu – just click on the word “Events”

HOME ABOUT CAT ▾ TEAM INFO ▾ **EVENTS ▾** SAFE SPORT

Scroll through the list to find the event of interest.

3. Click **Attend / Decline (or Edit Commitment)** button, to the far right of the event name.
4. Click the name of the swimmer you are providing information about.
5. Click the *Declaration* dropdown and either click **Yes, please sign [Name] up for this event** or **No, thanks [Name] will NOT attend this event**. *If your swimmer is not declared to be attending by the sign-up deadline, the coaches will not follow up and will assume your swimmer is not attending.* Enter any notes – especially what days the swimmer can attend.

**Pumpkin Invitational (Oct 20, 2017 - Oct 22, 2017)**

Member Athlete:  
**Emily Black**

\*Declaration

Notes:

6. In some meets, swimmers must have times that qualify (usually, fast enough but sometimes slow enough). For most meets, the parent / guardian can select what events the swimmer should be in. [Note from Mary Beth: I almost never select events for my swimmers and instead, let the coaches select the event.] Check the boxes for the events for the swimmer if desired.

| Day 1 Session 1                     |                  | Max Entries this Session <b>IE = 0   Rel = 0   Comb = 0</b> |                          |                          |          |     |     |                 |                            |
|-------------------------------------|------------------|-------------------------------------------------------------|--------------------------|--------------------------|----------|-----|-----|-----------------|----------------------------|
|                                     | Best Time        | Entry Time                                                  | Bonus                    | Exhibition               | Approval | Ev# | Gen | Event           | Qualify Time               |
| <input type="checkbox"/>            | NT               | Not Qualified                                               | <input type="checkbox"/> | <input type="checkbox"/> |          | 1   | G   | Open 1000 Free  | <=14:59.99Y<br><=12:59.99L |
| <input checked="" type="checkbox"/> | <u>22:12.42L</u> | 22:12.42L                                                   | <input type="checkbox"/> | <input type="checkbox"/> |          | 3   | G   | Open 1650 Free  | <=25:59.99Y<br><=23:59.99L |
| Day 2 Session 3                     |                  | Max Entries this Session <b>IE = 5   Rel = 1   Comb = 6</b> |                          |                          |          |     |     |                 |                            |
|                                     | Best Time        | Entry Time                                                  | Bonus                    | Exhibition               | Approval | Ev# | Gen | Event           | Qualify Time               |
| <input type="checkbox"/>            | NT               | Not Qualified                                               | <input type="checkbox"/> | <input type="checkbox"/> |          | 45  | G   | Open 400 Medley | <=6:27.99Y<br><=6:59.99L   |
| <input type="checkbox"/>            | NT               | NT                                                          | <input type="checkbox"/> | <input type="checkbox"/> |          | 47  | G   | Open 50 Free    |                            |
| <input checked="" type="checkbox"/> | <u>1:19.89L</u>  | 1:19.89L                                                    | <input type="checkbox"/> | <input type="checkbox"/> |          | 49  | G   | Open 100 Back   |                            |

- a. Red times indicate your athlete is not qualified to enter those events.
- b. Events you choose are subject to coach approval.

7. Click **Save Changes** and then repeat for any other swimmers.

## Signing up for Swim Meets using the OnDeck App

1. Login to the OnDeck App. Navigate to **Menu > Events > Event & Meet Entries**.
2. Scroll through the events until you find the one you want. *Note: sometimes, events show up in the wrong section – so keep looking!*
3. Tap **RSVP** or **Declare** or **Commitment** (this step sometimes varies) in the meet description.
4. Tap a swimmer's name.
5. You can use the up / down arrows on the right to hide / show more of the main sign-up page.
6. Click the radio button for either **No, thanks** or **Yes, please**. *If your swimmer is not declared to be attending by the sign-up deadline, the coaches will not follow up and will assume your swimmer is not attending.*
7. Enter any notes – especially what days the swimmer can attend.
8. Click the Day and Session banners to expand the list of events for each session.
9. In some meets, swimmers must have times that qualify (usually, fast enough but sometimes slow enough). For most meets, the parent / guardian can select what events the swimmer should be in. [Note from Mary Beth: I almost never select events for my swimmers and instead, let the coaches select the event.] Check the boxes for the events for the swimmer if desired. Please note that coaches have the final approval for all events entered.
10. Click **Save Changes** and then repeat for any other swimmers.

The screenshot shows the 'EDIT SWIMMER COMMITMENT' screen for a swimmer named Emily Black. The screen displays the swimmer's profile, a sign-up question, a note, and a list of events to attend. The 'Yes, please' radio button is selected, and the 'Save Changes' button is highlighted.

Sign up Emily Black for AAA SC Meet?

Bring your own towel.

No, thanks.  Yes, please. ↑

Notes: 37/256  
Emily can only attend the second day.

Please select Days/Sessions to attend: ↑↓

|                                          |                                          |
|------------------------------------------|------------------------------------------|
| D.1   SESS.2                             | Max Entries: IE = 4   REL = 1   Comb = 5 |
| D.2   SESS.4                             | Max Entries: IE = 4   REL = 1   Comb = 5 |
| <input checked="" type="checkbox"/> #83B | F 15 & Over 100 FR                       |
|                                          | BESTTIME: 56.60L ENTRY: 56.60L           |
| <input checked="" type="checkbox"/> #87C | F15 & Over 200 BR                        |
|                                          | BESTTIME: NT ENTRY: NT                   |

Cancel SAVE CHANGES