## **Signing Up for your Next Meet with Ozaukee Aquatics**

1) "Log In" to your account at ozaukeeaquatics.com

Two Options to Finding the Interactive Meet Schedule:

- 1. On the main page of the website, in the center of the bottom of the page, you will find the upcoming meets for the next few months
- 2. You can click the "Meet Information" tab, and it will give you the entire meet schedule.
- 2) Locate the meet you want to reserve for your swimmer.
- 3) Click on EDIT COMMITMENT or ATTEND/DECLINE (Typically a light pink box)
- 4) Read the description of the meet and be sure to note if your swimmer's training group is swimming this meet. (We strongly urge you to not sign-up for meets in which your swimmer's training group is not participating.)
- 5) Click on "Member Name" (must be done for each swimmer)
- 6) Select declaration ("Yes, sign me up for this event" or NO)
- 7) Add notes (days you cannot attend, known tardiness, early departure, etc).
- 8) REPEAT FOR ALL MEETS offered in the season for all swimmers. All meet commitments are due one month prior to the first day of competition.

\*The coaching staff will enter your swimmer in events for all the meets which you have committed to as the competition date approaches. \*