

## RSVP for a Cuda Swim Meet and Declare for an Event

1. Log into your account:



The default password is "swim2017". Use the email address that you used to register your swimmers. You can also use the "forgot password" option. Please change your password after logging in.

2. Under the "Swim Meets" pull down, select "Cuda Meets".



3. The Cuda page will look like below and include a list of all of the meets for the season.  
 No dot = no RSVP entered; green dot = RSVP is "Yes"; red dot = RSVP is "No".

Cuda Meets																						
Meet Season	Swim Meets <span style="float: right;">Click to show past meets</span>																					
Season: <input type="text" value="2017 Summer"/>	<table border="1"> <tr> <td> <b>Saturday 5/6/17</b>            8:00 AM         </td> <td> <b>Time Trials &amp; Pictures</b>            Required            Location: Northcrest Pool            Warmups: 9:00 AM         </td> <td>           Heat Sheet <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Saturday 5/13/17</b>            7:30 AM         </td> <td> <b>@ The Woodlands Hurricanes</b>            CUDAS away v. Woodlands Hurricanes            Location: Woodlands Hurricanes            Warmups: 7:45 AM         </td> <td> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Saturday 5/20/17</b>            7:00 AM         </td> <td> <b>vs Imperial Oaks</b>            Cudas home vs Imperial Oaks            Location: Northcrest Pool            Warmups: 7:15 PM         </td> <td> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Saturday 5/27/17</b>            7:00 AM         </td> <td> <b>vs Northpointe</b>            CUDAS home vs Northpointe            Location: Northcrest Pool            Warmups: 7:15 AM         </td> <td> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Saturday 6/3/17</b>            7:30 AM         </td> <td> <b>@ Windrose Stingrays</b>            CUDAS away v. Windrose Stingrays            Location: Windrose Community Pool            Warmups: 7:45 PM         </td> <td> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Sunday 6/4/17</b>            9:00 AM         </td> <td> <b>Sprint Sizzler</b>            Location: Klein Oak HS            Warmups: 9:00 AM         </td> <td> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> </td> </tr> <tr> <td> <b>Monday 6/5/17</b>            4:00 PM         </td> <td> <b>Sprint Sizzler</b>            Location: Klein Oak HS            Warmups: 4:00 PM         </td> <td> <input checked="" type="checkbox"/> </td> </tr> </table>	<b>Saturday 5/6/17</b> 8:00 AM	<b>Time Trials &amp; Pictures</b> Required Location: Northcrest Pool Warmups: 9:00 AM	Heat Sheet <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Saturday 5/13/17</b> 7:30 AM	<b>@ The Woodlands Hurricanes</b> CUDAS away v. Woodlands Hurricanes Location: Woodlands Hurricanes Warmups: 7:45 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Saturday 5/20/17</b> 7:00 AM	<b>vs Imperial Oaks</b> Cudas home vs Imperial Oaks Location: Northcrest Pool Warmups: 7:15 PM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Saturday 5/27/17</b> 7:00 AM	<b>vs Northpointe</b> CUDAS home vs Northpointe Location: Northcrest Pool Warmups: 7:15 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Saturday 6/3/17</b> 7:30 AM	<b>@ Windrose Stingrays</b> CUDAS away v. Windrose Stingrays Location: Windrose Community Pool Warmups: 7:45 PM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Sunday 6/4/17</b> 9:00 AM	<b>Sprint Sizzler</b> Location: Klein Oak HS Warmups: 9:00 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>Monday 6/5/17</b> 4:00 PM	<b>Sprint Sizzler</b> Location: Klein Oak HS Warmups: 4:00 PM	<input checked="" type="checkbox"/>
<b>Saturday 5/6/17</b> 8:00 AM	<b>Time Trials &amp; Pictures</b> Required Location: Northcrest Pool Warmups: 9:00 AM	Heat Sheet <input type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Saturday 5/13/17</b> 7:30 AM	<b>@ The Woodlands Hurricanes</b> CUDAS away v. Woodlands Hurricanes Location: Woodlands Hurricanes Warmups: 7:45 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Saturday 5/20/17</b> 7:00 AM	<b>vs Imperial Oaks</b> Cudas home vs Imperial Oaks Location: Northcrest Pool Warmups: 7:15 PM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Saturday 5/27/17</b> 7:00 AM	<b>vs Northpointe</b> CUDAS home vs Northpointe Location: Northcrest Pool Warmups: 7:15 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Saturday 6/3/17</b> 7:30 AM	<b>@ Windrose Stingrays</b> CUDAS away v. Windrose Stingrays Location: Windrose Community Pool Warmups: 7:45 PM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Sunday 6/4/17</b> 9:00 AM	<b>Sprint Sizzler</b> Location: Klein Oak HS Warmups: 9:00 AM	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>																				
<b>Monday 6/5/17</b> 4:00 PM	<b>Sprint Sizzler</b> Location: Klein Oak HS Warmups: 4:00 PM	<input checked="" type="checkbox"/>																				
<b>Meets</b> <span style="float: right;">Show All</span> <ul style="list-style-type: none"> <li>• Time Trials &amp; Pictures</li> <li>• @ The Woodlands Hurricanes</li> <li>• vs Imperial Oaks</li> <li>• vs Northpointe</li> <li>• @ Windrose Stingrays</li> <li>• Sprint Sizzler</li> <li>• Sprint Sizzler</li> <li>• vs Oak Ridge North</li> <li>• Pentathlon</li> <li>• Divisionals</li> <li>• All Stars</li> <li>• Ponderosa Invitational</li> </ul>																						

4. To RSVP, click the RSVP button. The below RSVP screen will pop up.

Check yes or no for each of your swimmer to state that they will be attending. If your swimmer needs to leave early, you can include these type comments in the "Comments" section.

Click "Save" to save your RSVP. After clicking "Save", a box will pop up stating that you will be taken to the Meet Entry page. Click "OK".

**RSVP For Event**

RSVP Deadline: 5/10/2017 1:00:00 PM

Please indicate whether or not you plan to attend the following event.

Event Details		<a href="#">full details</a>
<b>Event:</b>	@ The Woodlands Hurricanes	
<b>Description:</b>	CUDAS away v. Woodlands Hurricanes	
<b>Date:</b>	5/13/2017	
<b>Time:</b>	7:30 AM to 3:00 PM	
<b>Location:</b>	Woodlands Hurricanes	

RSVP		[Family Report] [Swimmer Report] <a href="#">this is not me</a>															
<b>Responding For:</b>	DeBord, Wes																
<b>Attendance:</b>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> How Many? Adults: <input type="text" value="2"/> Children: <input type="text" value="3"/>																
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: left;">Swimmers:</th> </tr> <tr> <th style="text-align: left;">Yes</th> <th style="text-align: left;">No</th> <th style="text-align: left;">Swimmers</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>DeBord, Elliot</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>DeBord, Emily</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>DeBord, Evan</td> </tr> </tbody> </table>		Swimmers:			Yes	No	Swimmers	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Elliot	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Emily	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Evan
Swimmers:																	
Yes	No	Swimmers															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Elliot															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Emily															
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DeBord, Evan															
<b>Comments:</b> [1,000 characters max]	<div style="border: 1px solid gray; height: 30px; width: 100%;"></div>																

save

5. The Online Meet Entry window will pop up.

Click on the pull down for "Step 1"

After selecting a swimmer, click "Add entry" at "Step 2".

**Online Meet Entry:** Close

**Meet:** @ The Woodlands Hurricanes  
**Venue:** Woodlands Hurricanes  
**Date:** 5/13/2017  
**Times Since:** 4/1/2017  
**Course:** Short Course Yards [This is the course of the meet template]  
**Seed Times:** Time Required

**Entry Deadline:** 5/9/2017 23:59

Maximum Events			
Session	Total	Indiv.	Relay
1	5	3	-
<b>Total</b>	-	3	2

Select Swimmer:

DeBord, Elliot  
 DeBord, Emily  
 DeBord, Evan

**<--- Step 1: Select a Swimmer**

**Swim Entries:** Short Course Yards

**Step 2: Add Events --->** Add entry ▼

Date	Session	#	Age Group	Gender	Event	Q Time SCY	Seed	Fee	Action	Notes
<div style="display: flex; justify-content: center; gap: 20px;"> <div style="background-color: black; color: white; padding: 5px 15px; border: 1px solid black;">Save</div> <div style="background-color: black; color: white; padding: 5px 15px; border: 1px solid black;">Review &amp; Print</div> </div> <p style="font-size: x-small; text-align: center;">             Click Save often to not lose your work!              You may work on multiple swimmers, but you must SAVE before selecting a new swimmer.              To review meet entries for all swimmers, click Review &amp; Print.           </p>										

6. The list of available events with your swimmer's times will pop up.

Click on the events that your swimmer would like to swim. You may choose up to 3 events.

After choosing 3 events, click the "Close" link in the upper right corner.

You will not be allowed to Save a meet entry that has an "NT" under the "Best Time" column.

**Click on a row to select the event to enter.** Close X

[Show ALL events]

Date	Session	#	Age	M/F	Dist. Stroke	Q Time SCY	Best Time	Fee
5/13/2017	1	4	11/14	M	100 Free	N/A	1:13.66	\$0.00
5/13/2017	1	26	11/12	M	50 Free	N/A	31.06	\$0.00
5/13/2017	1	36	11/12	M	50 Breast	N/A	41.18	\$0.00
5/13/2017	1	46	11/12	M	100 IM	N/A	1:26.39	\$0.00
5/13/2017	1	56	11/12	M	50 Back	N/A	39.13	\$0.00
5/13/2017	1	66	11/12	M	50 Fly	N/A	36.56	\$0.00

Click Save often to not lose your work!  
 You may work on multiple swimmers, but you must SAVE before selecting a new swimmer.  
 To review meet entries for all swimmers, click Review & Print.

7. When this window closes, you will see your swimmer's selection. Click the "Save" button to save these entries.

**Online Meet Entry:** Close

**Meet:** @ The Woodlands Hurricanes  
**Venue:** Woodlands Hurricanes  
**Date:** 5/13/2017  
**Times Since:** 4/1/2017  
**Course:** Short Course Yards [This is the course of the meet template]  
**Seed Times:** Time Required

Maximum Events			
Session	Total	Indiv.	Relay
1	5	3	-
Total	-	3	2

**Entry Deadline: 5/9/2017 23:59**

Select Swimmer:  Age: 12 Gender: M













Swim Entries: Short Course Yards Add entry ▼

Date	Session	#	Age Group	Gender	Event	Q Time SCY	Seed	Fee	Action	Notes
5/13/2017	1	4	11/14	M	100 Free	N/A	<input type="text" value="1:13.66"/>	\$0.00	[del]	[1]
5/13/2017	1	46	11/12	M	100 IM	N/A	<input type="text" value="1:26.39"/>	\$0.00	[del]	[1]
5/13/2017	1	66	11/12	M	50 Fly	N/A	<input type="text" value="36.56"/>	\$0.00	[del]	[1]

Click Save often to not lose your work!  
 You may work on multiple swimmers, but you must SAVE before selecting a new swimmer.  
 To review meet entries for all swimmers, click Review & Print.

- Repeat steps 5 & 6 if you have multiple swimmers.

After completing the Meet Entry for each of your swimmers and clicked Save for each, you may close this window. You will now see a green down on the swimmer button.

Swim Meets		<a href="#">Click to show past meets</a>	
Saturday 5/6/17 8:00 AM	<b>Time Trials &amp; Pictures</b> Required Location: Northcrest Pool Warmups: 9:00 AM	Heat Sheet	  
Saturday 5/13/17 7:30 AM	<b>@ The Woodlands Hurricanes</b> CUDAS away v. Woodlands Hurricanes Location: Woodlands Hurricanes Warmups: 7:45 AM		  
Saturday 5/20/17 7:00 AM	<b>vs Imperial Oaks</b> Cudas home vs Imperial Oaks Location: Northcrest Pool Warmups: 7:15 PM		  
Saturday 5/27/17 7:00 AM	<b>vs Northpointe</b> CUDAS home vs Northpointe Location: Northcrest Pool Warmups: 7:15 AM		  

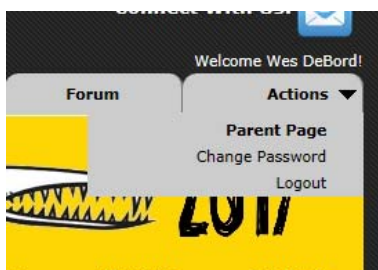
- On the Friday before the swim meet, check to see if your swimmer has been added to a relay.

Repeat Step 2 and click on the swimmer button.

The Online Meet Window will pop up. You will need to select each swimmer individually to see if they are on a relay (if the number next to their name is more than 3, then they will be on a relay).

## Reviewing Your Swimmer's Times

1. Under the "Actions" pull down, select "Parent Page"





2. On the parent page, you should see your family's information like below:


**Parent Page**


**Your Information** ▼


Name: Wes DeBord


Cell Phone: 


Email: 

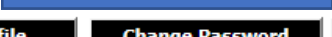
Name: 

Cell Phone: 

Email: 

Address: 

Home Phone: 










Email: 

Update Profile

Change Password

Accounts Payable

Registration Receipt

Your Swimmers			
Name	Gender	D.O.B.	Action
Elliot DeBord	M		 
Emily DeBord	F		 
Evan DeBord	M		 

---

**Commitments** ▲ **Next Commitment is in 4 days: @ The Woodlands Hurricanes**

---

**RSVP** ▲ YES: 7 NO: 0

---

**Volunteer** ▲ Total Points Required: 8 Total Points Committed: 8

---

**Purchases** ▲ ...

3. To see your swimmer's times, click the swimmer button under the "Action" column for each of your swimmers.

A Meet Results window will pop up. You can see all of your swimmer's Cuda times including previous years' times.