

How to Sign up for a Swim Meet:

1. Login to your account
2. Under the Schedules tab, select Swim Meets and Events
3. Find the meet you are declaring for and Select the Job SignUp tab
4. Select a Job from the list of available job opportunities and then click the Save Assignments button. **Please note that every family is required to volunteer for a minimum of one shift at every meet their swimmer(s) is signed up to attend.**
5. Select the Meet Entry Signup tab
6. Click the Edit button underneath your swimmer(s) name
7. Click the drop down menu next to each swimmer to declare if they are attending (or not attending)
8. You may select up to 3 of the individual events listed for your swimmer to swim at each meet. Put a check mark next to the events they would like to swim (or leave blank if you prefer that the coach choose your swimmer's events).
9. Underneath the individual events is a drop down menu to select if your swimmer is available to swim relays. Relays are swum at the very beginning and the very end of each meet and are one of the big highlights of every meet. **It is very important that you let us know if your swimmer is not available to participate in relays as we try to sign up as many swimmers as possible to participate.** If your swimmer is late arriving or leaves early, it affects the other 3 swimmers on the relay team and will cause them to miss one of their events. You have 4 options here:
 - a. Available for all relays – you will be there for the entire meet
 - b. Arriving late – you can't swim the early relays
 - c. Leaving early – you can't swim the late relays
 - d. Not available for any relays
10. Once you have made all selections, click the save button.