

# Registering Online for Speed Skating!!

This is new for 2015-2016 but is very important. All skaters and volunteers must register *themselves*.

## Step One: Create an account

Once you've received the email, "click here" to go to the registration website.

The screenshot shows the 'Claim Your Account' registration form on the Speed Skating Canada website. The form is titled 'Claim Your Account' and includes the following fields:

- First Name: Heather
- Last Name: Cross
- Commonly Used First Name (nickname): Heather
- Gender: F
- Date of Birth: Day 13, Month 10, Year 1978
- Language Preference: en
- Contact Details: Email hcross@sd91.bc.ca

The website header features the slogan 'Our sport. Our history. Our passion.' and navigation links for HOME, JOIN, MY ACCOUNT, and ABOUT. The background of the page shows a speed skater in a red and black uniform with 'pogee' and 'intact' logos.

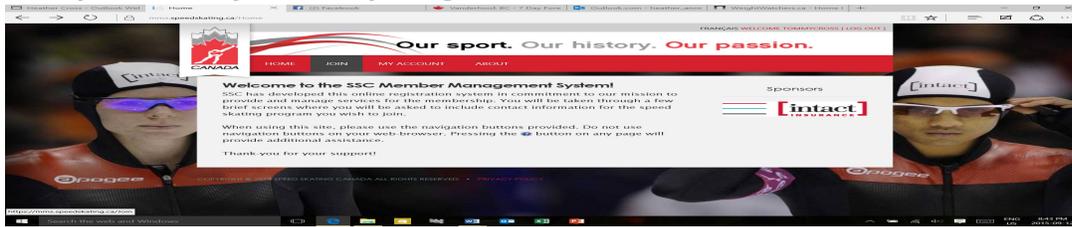
Fill out ALL information. At the bottom, you will be asked to **create a user name and password for every skater that you register**. Please select one that you will remember - I don't know how to reset this!! I recommed a simple username such as firstlast such as CharlieSmith and maybe the same password for the whole family.

The screenshot shows the 'Select a Username and Password' registration form on the Speed Skating Canada website. The form includes the following fields:

- Phone Number: +1 250 567 6703
- Contact Name: [Empty]
- Emergency Phone 1: +1 250 567 0425
- Contact Name: [Empty]
- Add Emergency Phone Number: [Link]
- Select a Username and Password: Username heather\_anna, Password [Redacted], Confirm Password [Redacted]
- Create My Account: [Red Button]

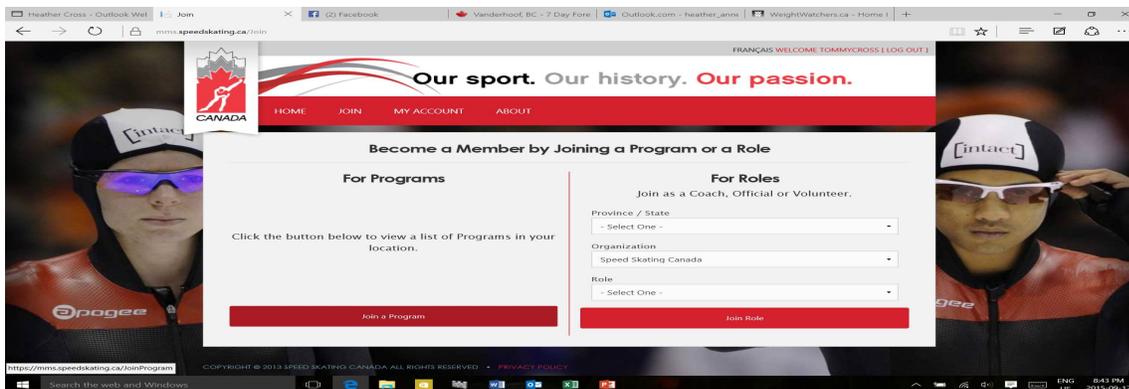
At the bottom, there is a 'Protection of Personal Privacy Agreement' section with a link to view the agreement. The website header and background are consistent with the previous screenshot.

## Step Two: Join a program.

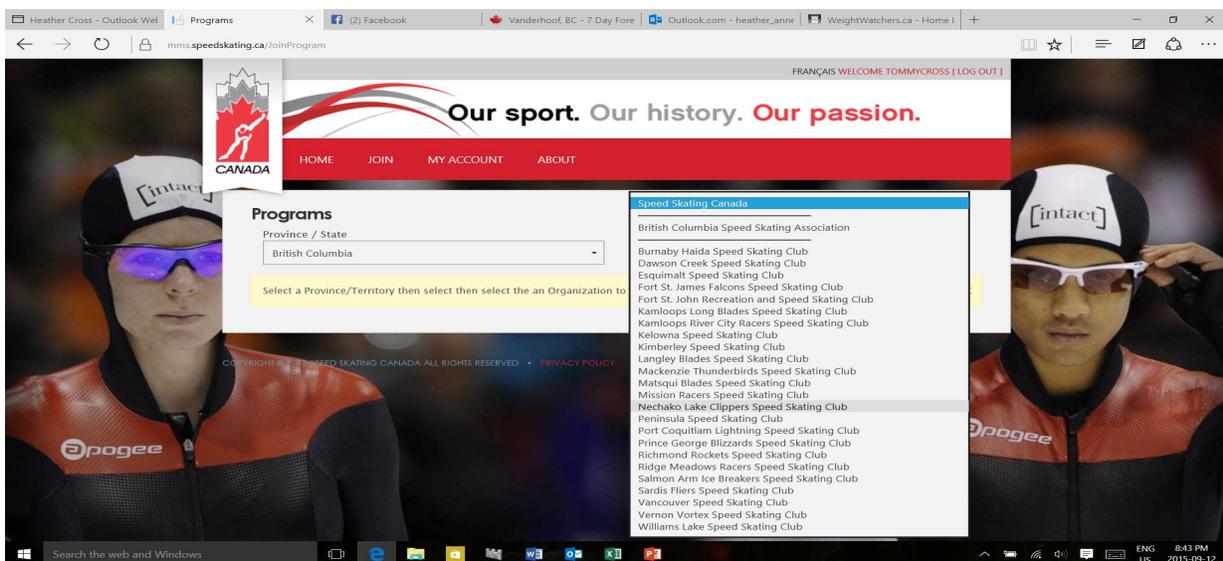


Look for the heading “join” across the top of the page, and click on it.

For mostly everyone, you only need to worry about joining a program. **(Join a role is for coaches, board members, officials and special volunteers who have to do BOTH steps.)**



And select “BC” and “Fort St. John Recreation & Speed Skating Club”.



Then select the appropriate program from the list (ex: Group 1, 2, 3 or Associate) and click “Join”

Once that is done then I have to go through and activate your account, at that time you will receive another email. When everything is sorted out and I get a chance to record all of your payments you will then receive a receipt. (It may take me a few weeks to get the receipts out).

**We do not** have online payments yet. All payments are made by cheque through the registrar (Susie Keeler).