

## SITUATION A

Registering on Sailevent for the first time and getting the app on your phone:

1. Go to <https://sailevent.net/>
2. Click the 'sailor' button in the top right corner.
3. Click 'Register' and enter your email address and 'Submit'.
4. A verification email will be sent with a link which takes you back to Sailevent.
5. Accept the terms of use and click 'Register'.
6. Your 'Profile' page will appear.
7. Enter your mobile number if you wish to receive prompts.
8. Choose a password and click 'Save'.
9. Select an eTally prompt preference.
10. Now select 'Features' and follow the instructions to get the eTally web app.
11. Do nothing with the 'Events' tab. It will fill once **B** below has been completed.
12. Follow **B** below. If you have multiple boats or sail numbers complete a separate 'Entry Form' for each making sure the same email address is used throughout.

## SITUATION B

Already have a 'sailor' Sailevent account and want to add a boat (this includes changing ILCA categories) or have a choice of sail numbers:

1. Go to <https://sailevent.net/enter/SBSC>
2. On the current Membership Year 'Club Racing' box click 'Entry Form'.
3. Complete your details making sure you use the same email address throughout.

## SITUATION C

Already have a 'sailor' Sailevent account and want to update the sail number:

1. Go to <https://www.sailevent.net/app/sailor/login>
2. Login. If you have forgotten your password click 'submit' and you will be sent an email with a link taking you straight to your 'sailor' account where the password can be reset. (The email can take a few minutes to arrive.)
3. Click the 'Events' tab.
4. Hover the mouse over the current Membership Year 'Club Racing' box and click.
5. Amend sail number and click 'Update'.