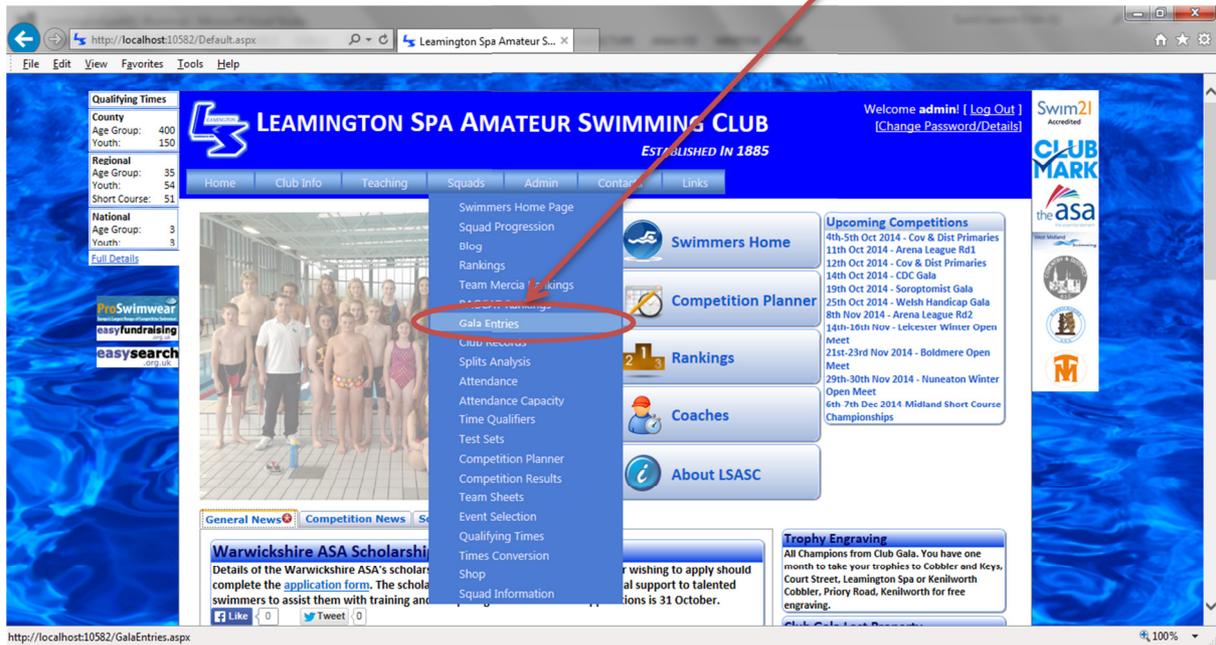
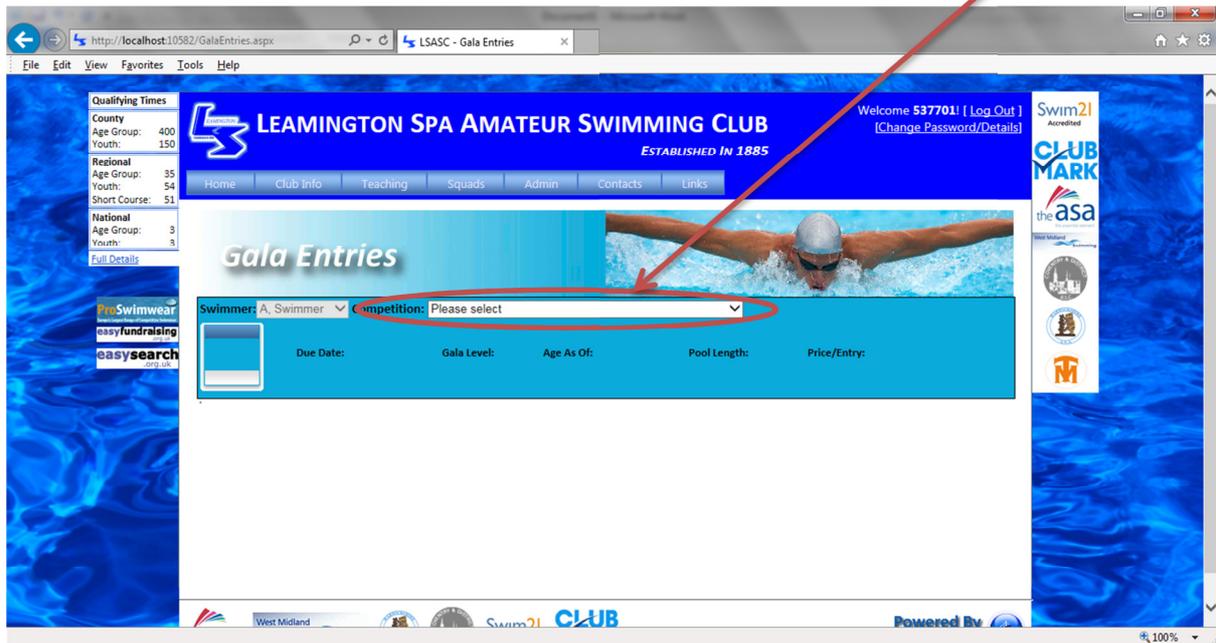


LSASC Gala Entry Guide

Welcome to the LSASC online gala entry guide, please select 'Gala Entries' from the 'Squads Menu':

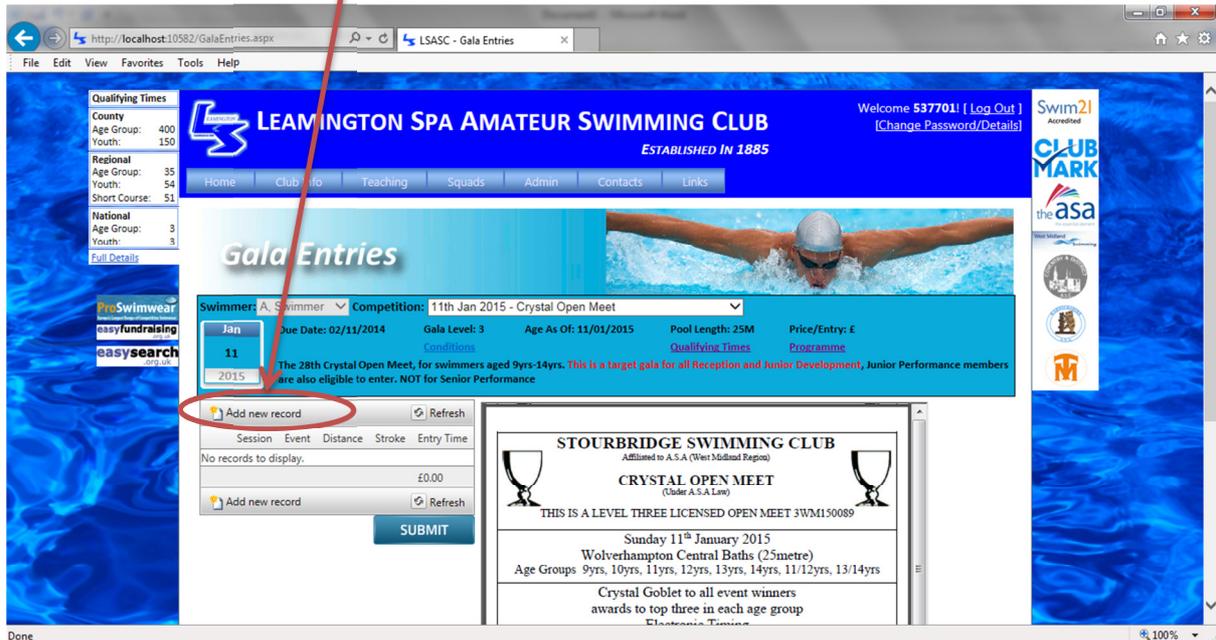


Select the competition you want to enter from the 'Competition' drop down box:

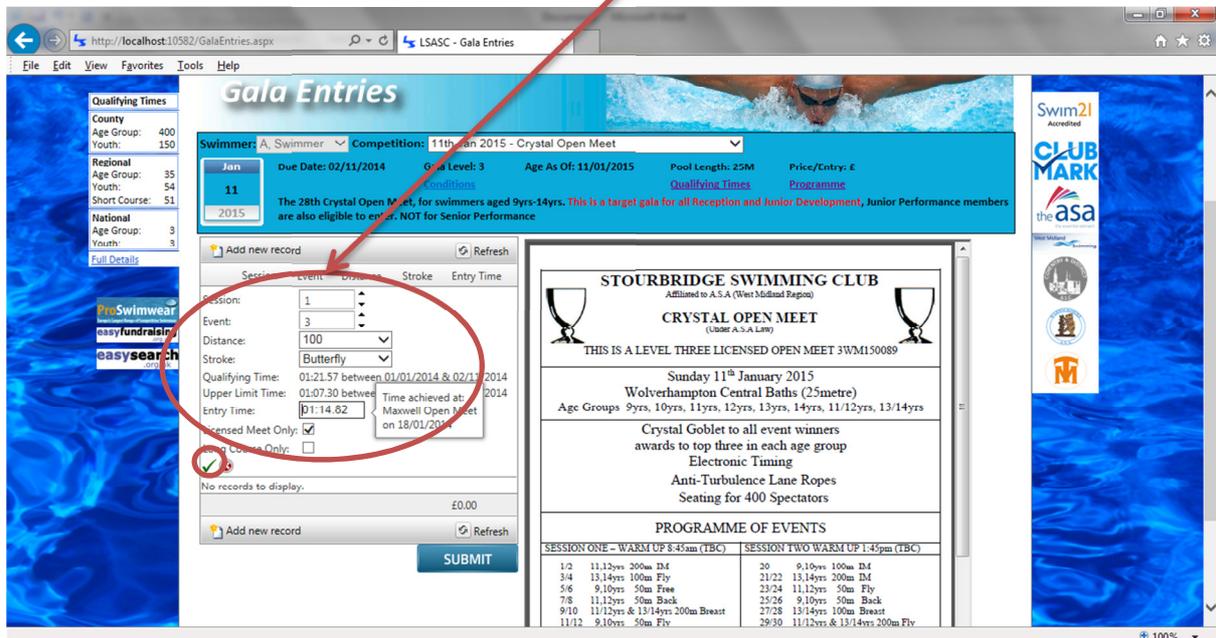


LSASC Gala Entry Guide

Click on 'add new record':

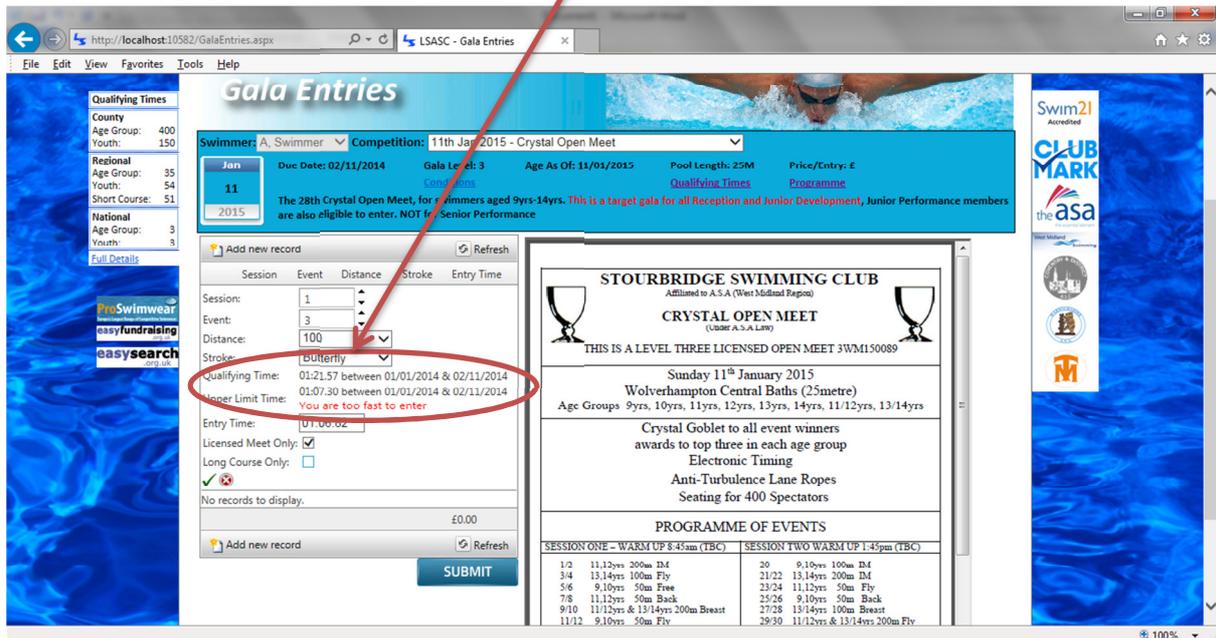


Enter the details of the event you wish to enter. Upon selecting the stroke and distance your PB will automatically be retrieved along with any qualifying times or upper limit times for the event. Untick 'Licensed Meet Only' to include times from unlicensed events such as the Club Gala. Tick 'Long Course Only' to retrieve times from long course meets only. You can also override your PB and input your own time in the 'Entry Time' field. When finished click on the green tick to confirm the entry.

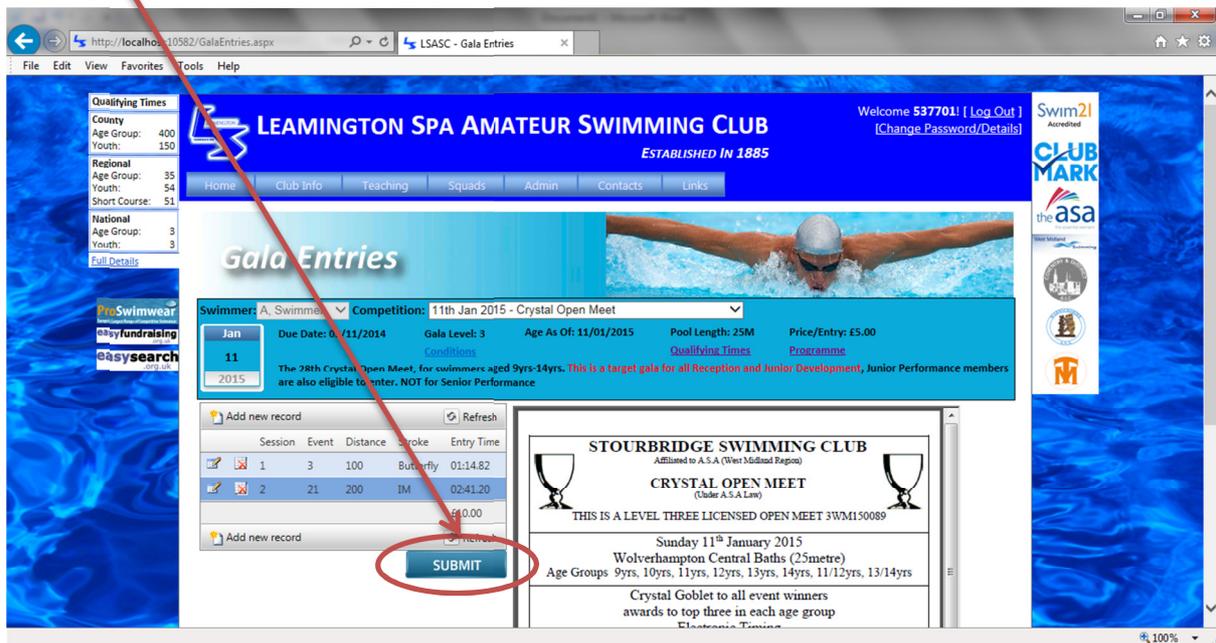


LSASC Gala Entry Guide

If the entry time does not meet the minimum qualifying time or if it is too fast for the upper limit time then you will receive an error message:

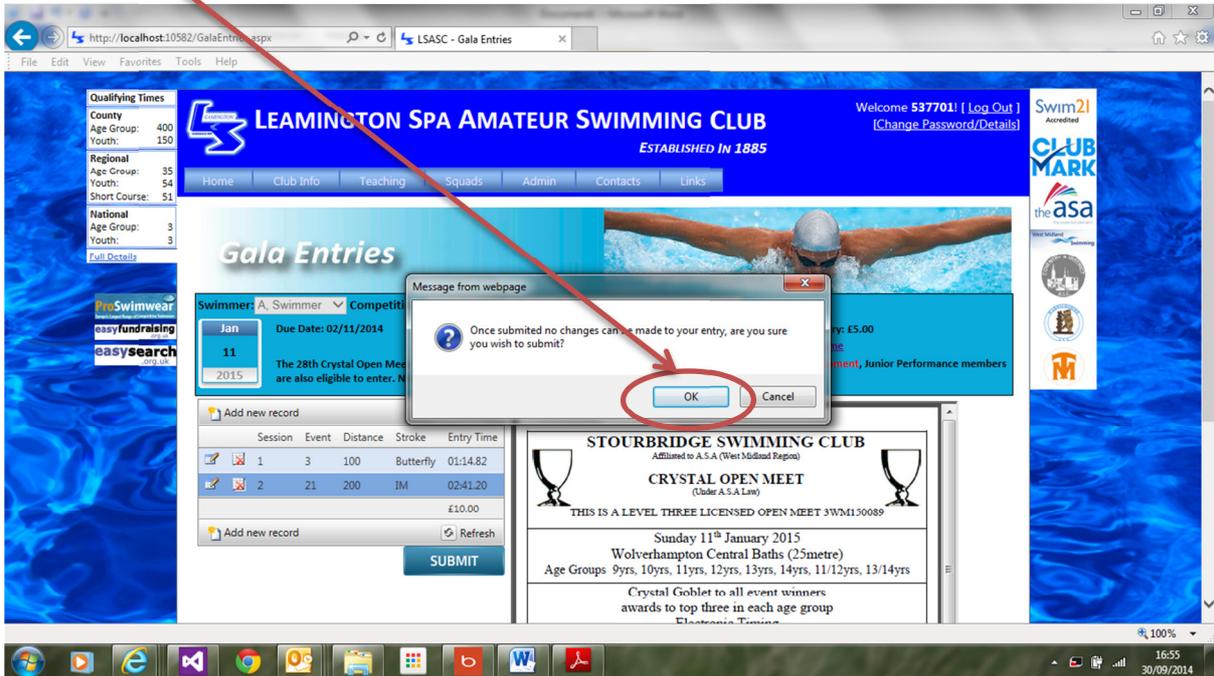


Once you have completed all the events you want to enter for the meet then click on the 'SUBMIT' button:

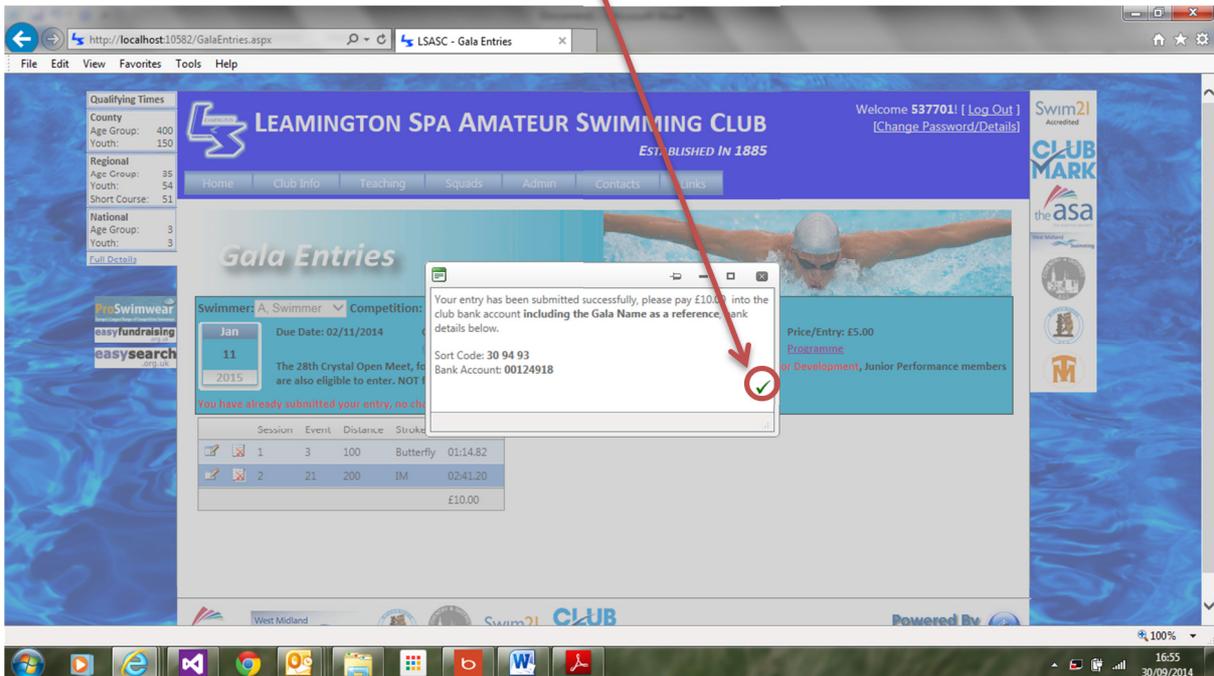


LSASC Gala Entry Guide

You will be asked to confirm you wish to submit the entry, click 'OK'. Once submitted no further changes to the entry can be made. If you fail to submit your entry then you will not be entered for the meet:



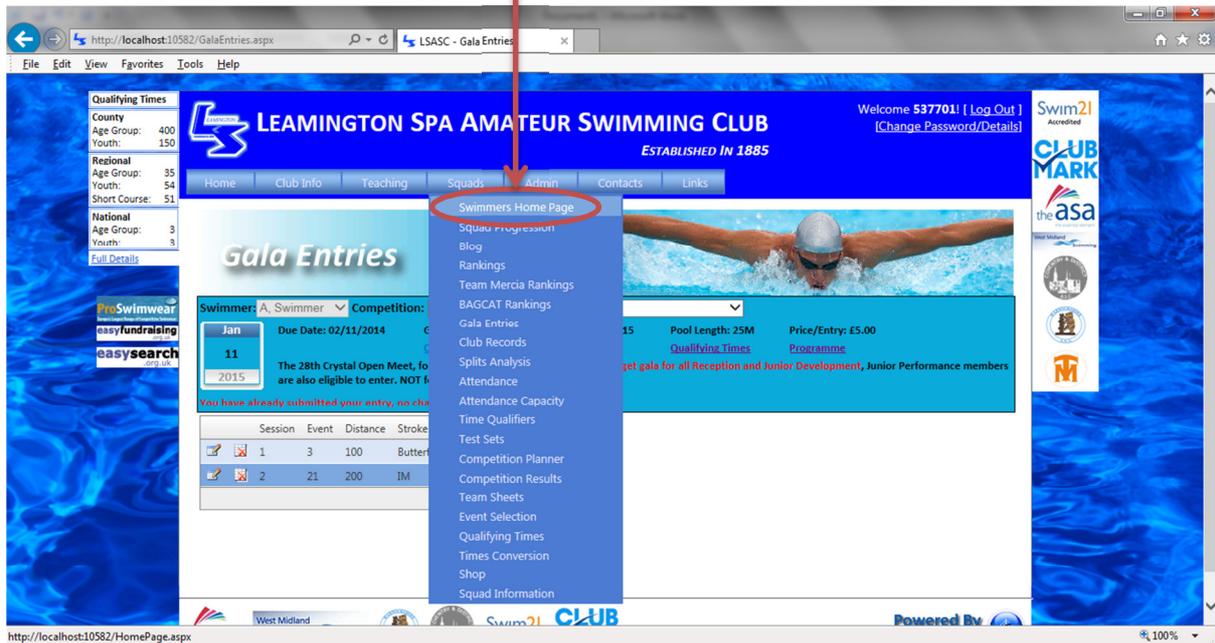
Once submitted you will receive a message indicating how much you need to pay into the club back account online. Please include the Gala Name and Swimmers Name as a reference in the online transaction. Click on the green tick to continue:



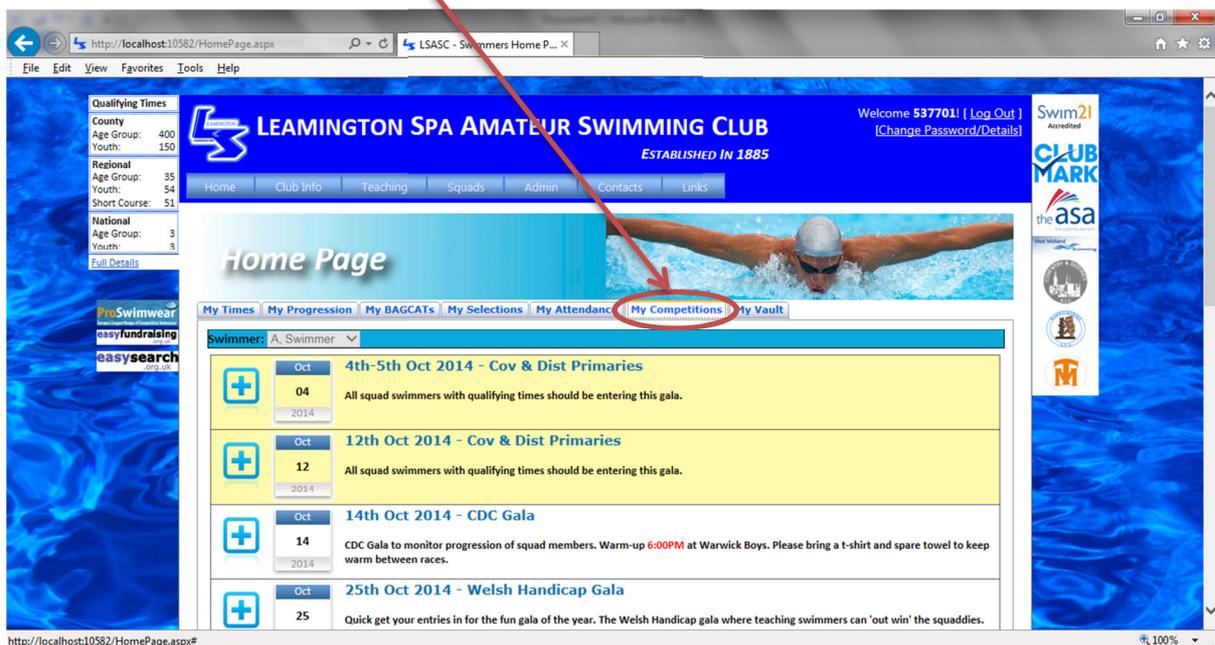
LSASC Gala Entry Guide



Entries for the galas you have entered can be viewed via the 'Swimmers Home Page':

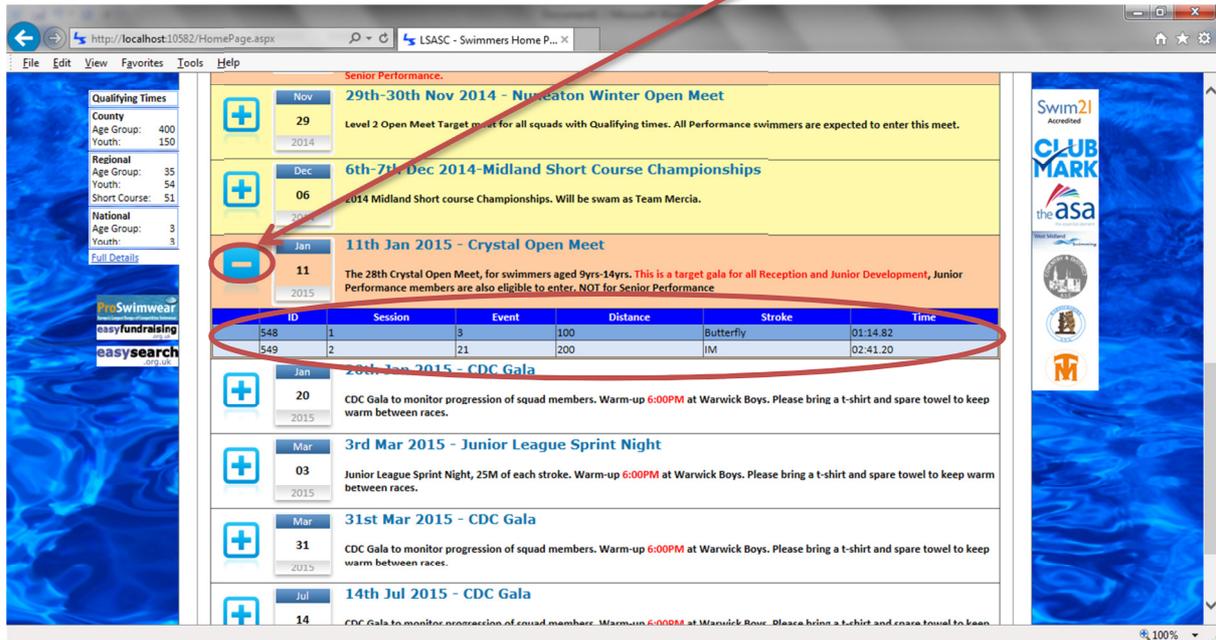


Select the 'My Competitions' tab:



LSASC Gala Entry Guide

Scroll to the gala and click on the '+' button to view the entries:



The screenshot shows the LSASC Swimmers Home Page. On the left, there is a sidebar with 'Qualifying Times' and 'Full Details' links. The main content area lists several events. The '11th Jan 2015 - Crystal Open Meet' event is highlighted with a red circle around its '+' button. Below this event, a table displays race results for two swimmers.

ID	Session	Event	Distance	Stroke	Time
548	1	3	100	Butterfly	01:14.82
549	2	21	200	IM	02:41.20