

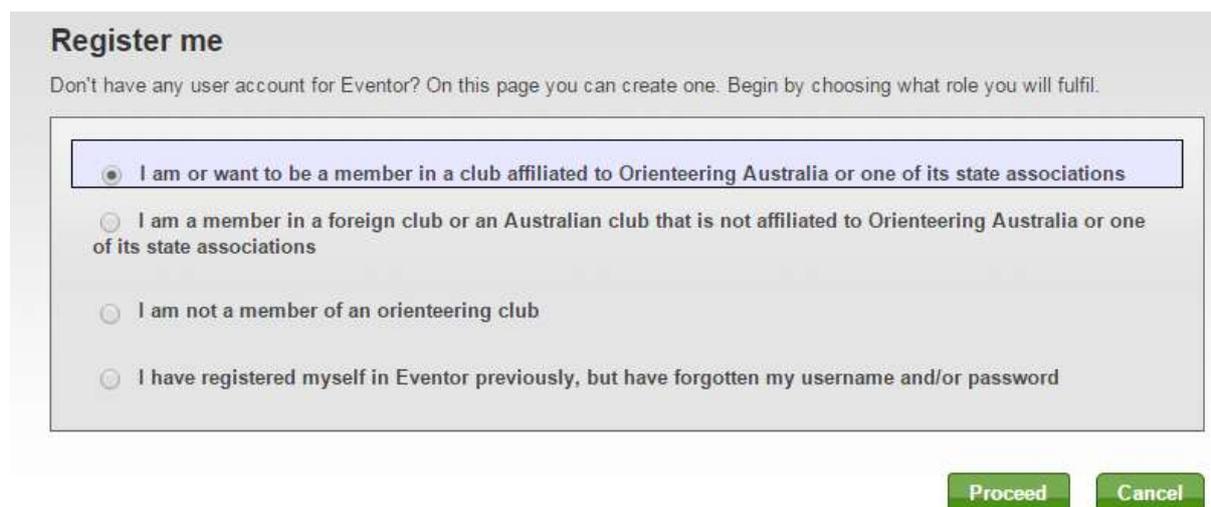
How do I include the rest of my family in my membership?

FIRSTLY.. EACH of your family members must have their own Eventor Username and Password.

1. Go to the [Eventor](#) web site and select “create a user account”



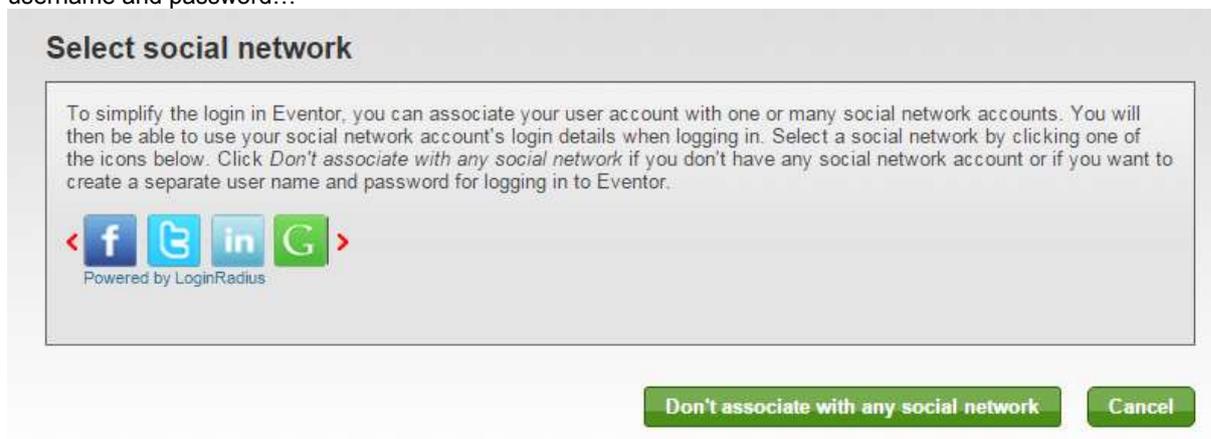
2. Select the first of the 4 options listed and then click the **Proceed** button...

The image shows the "Register me" form. The title is "Register me". Below the title is the text: "Don't have any user account for Eventor? On this page you can create one. Begin by choosing what role you will fulfil." There are four radio button options:

- I am or want to be a member in a club affiliated to Orienteering Australia or one of its state associations
- I am a member in a foreign club or an Australian club that is not affiliated to Orienteering Australia or one of its state associations
- I am not a member of an orienteering club
- I have registered myself in Eventor previously, but have forgotten my username and/or password

At the bottom right of the form are two buttons: "Proceed" and "Cancel".

3. If you use 'social networks' like Facebook, Twitter, etc., you can choose to use one of those account to log into Eventor, to save remembering another username and password.
4. Either click on one of the icons or click on 'don't associate with any social networks' to create an Eventor username and password...

The image shows the "Select social network" form. The title is "Select social network". Below the title is the text: "To simplify the login in Eventor, you can associate your user account with one or many social network accounts. You will then be able to use your social network account's login details when logging in. Select a social network by clicking one of the icons below. Click *Don't associate with any social network* if you don't have any social network account or if you want to create a separate user name and password for logging in to Eventor." Below the text are four social network icons: Facebook, Twitter, LinkedIn, and Google+. Below the icons is the text "Powered by LoginRadius". At the bottom right of the form are two buttons: "Don't associate with any social network" and "Cancel".

5. Complete the registration details page and click “**Next**”. Items with a red asterisk next to it are mandatory. A blue i circle provides additional information if you hover over it.

Register person

Personal details

First name *	<input type="text"/>
Last name *	<input type="text"/>
Gender *	female ▼
Nationality *	Australia ▼
Date of birth *	dd/mm/yyyy  

Contact details

Email *	<input type="text"/>
Phone number (landline)	<input type="text"/>
Phone number (mobile)	<input type="text"/>
Street address *	<input type="text"/>
City *	<input type="text"/>
Postal code *	<input type="text"/>
State	[none] ▼
Country *	Australia ▼

Login details

Username *	<input type="text"/>	
Password *	<input type="password"/>	
Repeat password *	<input type="password"/>	

Information and partners

- I would like to receive information about orienteering from Orienteering Australia.
- I would like to receive any offers from Orienteering Australia and its co-partners.

Storage of personal details

The personal details that you provide here will be saved in Eventor's database, that is administered by Orienteering Australia. Your name and club affiliation will be shown publically on the Internet in startlists and result lists for any competitions you participate in. The date of birth and your neighbourhood of residence are visible when searching for duplicates. Other personal details are only available for yourself, your club's administrator and Eventor's system administrator, as long as you do not express your consent to the details being available publicly.

- I understand and accept the above conditions

Next

Cancel

- NOTE: By ticking the box that you would "like to receive information about orienteering from OA", it indicates that you would like to subscribe to the Orienteering Queensland weekly E-Bulletin, which will be sent to the users nominated email address. You may wish to untick this for other family members
- Confirm the details are correct and click "Save"
- Go to the **My Pages > Edit Profile** page and on the **Competitor details** tab put in their SI number (if they have one) and then click **Save**. You can also prefill their age class if you know it.

Welcome Betty Bond!
No club membership
Apply for membership
Log out

- Event calendar
- My pages
- Press results

Apply for membership: Betty Bond

Year: 2015
State: Orienteering Queensland
Club: Multi Terrain Bike Orienteers

Membership types

Membership types for Orienteering Queensland
 Ordinary Member (all ages) (0 AUD)
 Introductory Senior 2015 (21 years and older) (50 AUD)
 Senior 2015 (21 years and older) (85 AUD)
 Introductory Family (2x 21 years and older, unlimited x 20 years and younger) (55 AUD)
 Family (2x 21 years and older, unlimited x 20 years and younger) (75 AUD)

Membership types for Multi Terrain Bike Orienteers
 2015 Individual Member (all ages) (0 AUD)
 2015 Family Membership (unlimited x 21 years and older, unlimited x 21 years and younger) (0 AUD)

Next Cancel

- Select the relevant family membership category for OQ (“Intro family” or “family”) and choose ‘select family” or ‘select group” in the dropdown box. Your family name should appear in the box below for you to select.(see the example below for the “Bond” family)

Select membership type: Betty Bond

Membership in Orienteering Queensland

Ordinary Member (all ages)
 Introductory Senior 2015 (21 years and older)
 Senior 2015 (21 years and older)
 Introductory Family (2x 21 years and older, unlimited x 20 years and younger)
 Family (2x 21 years and older, unlimited x 20 years and younger)
 [select family] student holding a valid student ID
 [select family]
 [new family]
 James Bond

Membership in Multi Terrain Bike Orienteers

2015 Individual Member (all ages)
 2015 Family Membership (unlimited x 21 years and older, unlimited x 21 years and younger)
 [select family]
 I'm a full-time student holding a valid student ID

Customer details

First name * Betty
 Last name * Bond
 Street address * 1 Agent Street

- NOTE: If the family member is a **full time student over 21 but below 25** years of age without a permanent source of income, also tick the “Full-time student holding a valid student ID” box next to their name so the membership system will accept them as part of your family membership, as an additional adult.
- Repeat the above process for club membership which will show below the OQ membership.

- If this family member is also the last, tick the “I am the last person” box”, otherwise save and “confirm” the details, then log in as the next family member and repeat the process. In the example below, Betty is the last member.

Welcome Betty Bond!
No club membership
Apply for membership
Log out

- Event calendar
- My pages
- Press results

Select membership type: Betty Bond

Membership in Orienteering Queensland

Ordinary Member (all ages)
 Introductory Senior 2015 (21 years and older)
 Senior 2015 (21 years and older)
 Introductory Family (2x 21 years and older, unlimited x 20 years and younger)
 Family (2x 21 years and older, unlimited x 20 years and younger)
 James Bond

I'm a full-time student holding a valid student ID
 I am the last person in this family. Don't allow additional persons to be added.

Membership in Multi Terrain Bike Orienteers

2015 Individual Member (all ages)
 2015 Family Membership (unlimited x 21 years and older, unlimited x 21 years and younger)
 James Bond

I'm a full-time student holding a valid student ID
 I am the last person in this family. Don't allow additional persons to be added.

Customer details

First name * Betty
 Last name * Bond

- You can see that the family members listed are now James and Betty.

Help and Support | About Event | Show full width | Search event | OK

Welcome Betty Bond!
No club membership
Apply for membership
Log out

- Event calendar
- My pages
- Press results

Confirm membership type choice

Orienteering Queensland

Family (2x 21 years and older, unlimited x 20 years and younger) (75 AUD)
Family members: Betty Bond, James Bond
I am the last person in this family. Don't allow additional persons to be added.

Multi Terrain Bike Orienteers

2015 Family Membership (unlimited x 21 years and older, unlimited x 21 years and younger) (0 AUD)
Family members: Betty Bond, James Bond
I am the last person in this family. Don't allow additional persons to be added.

Customer details

- Betty's membership details are now complete

Help and Support | About Event | Show full width | Search event | OK

Welcome Betty Bond!
Multi Terrain Bike Orienteers
Log out

- Event calendar
- My pages
- Club
- Press results

Memberships: Betty Bond

Apply for membership

2015

Organisation	Membership type	Applied	Approved	Membership fee	
Orienteering Queensland	Family	16/10/2015		75 AUD	Pay
Multi Terrain Bike Orienteers	2015 Family Membership	16/10/2015	16/10/2015	0 AUD	Receipt

Betty Bond, James Bond

- When you've finished entering your **last** family member, if you haven't paid your member fees yet, go to **My Pages > My Memberships** page and you will see a list of memberships you have applied for and their current status.

- you click on the pay link to the right The payment reference number will be the same as yours and you get a message reminding you that an order has already been placed. (see example below). You're right to now pay.
- If you've already paid your membership fees, this will show as "receipt" and no further payment is required.

Membership: Select payment method

This order was placed by James Bond. To avoid double payments, please check with this person before paying.

Hide order

Order information: Membership

Reference number
13180286

Product	Quantity	Price	Amount
Membership in Orienteering Queensland for year 2015 (Family)	1	75 AUD	75 AUD
Membership in Multi Terrain Bike Orienteers for year 2015 (2015 Family Membership)	1	0 AUD	0 AUD
			75 AUD

Customer details
James Bond
1 Agent Street
Brisbane 4007
Qld
Australia
JBond007@gmail.com

Pay by EFT

- LASTLY :For each of your family members, after you've confirmed their membership...

On the **My Pages > Edit Profile** page, there's now a tab labelled "**Organisations**". where you can indicate which organisation you'd like to be your default when you log in to enter events. **Select your Club as opposed to Orienteering Queensland.**

My profile

Personal details | Contact details | Time zone | Login | Competitor details | **Organisations**

Information

Memberships can be added and removed for clubs that are not affiliated to Orienteering Australia or one of its state associations. If you want to add yourself as a member of a club affiliated to Orienteering Australia or one of its state associations, apply for a membership here.

Mark the organisation that you want to be the default when you log in to Eventor by checking the box to the left of the organisation name. You should select the organisation that you compete for as your default organisation. This setting is only important when you are a member in two or more organisations.

Clubs

Multi Terrain Bike Orienteers
member

Add membership in a club not affiliated to Orienteering Australia

Country: Australia

Club: [select]

Add

Organisations

Orienteering Queensland
member