

OpenTrack – Entering a Race

1. Follow the race link as provided on our social media channels / communicated by club reps.
2. Click green button that says “Enter Here”

The screenshot shows the OpenTrack website interface for the LRRL Lockdown League Race - 6 mile 18/19th ... The page features a red header with the OpenTrack logo and navigation links (MANAGE, Like, Share, COPY). Below the header, there is a large image of the LRRL logo. To the left of the image, there is a text area with instructions on how to submit results and race rules. Below the text, there are four buttons: START LISTS, ENTER HERE (highlighted in green), COMPETITORS (6), and DOWNLOADS. The ENTER HERE button indicates that there are 8 days, 5 hours, and 22 minutes to go.

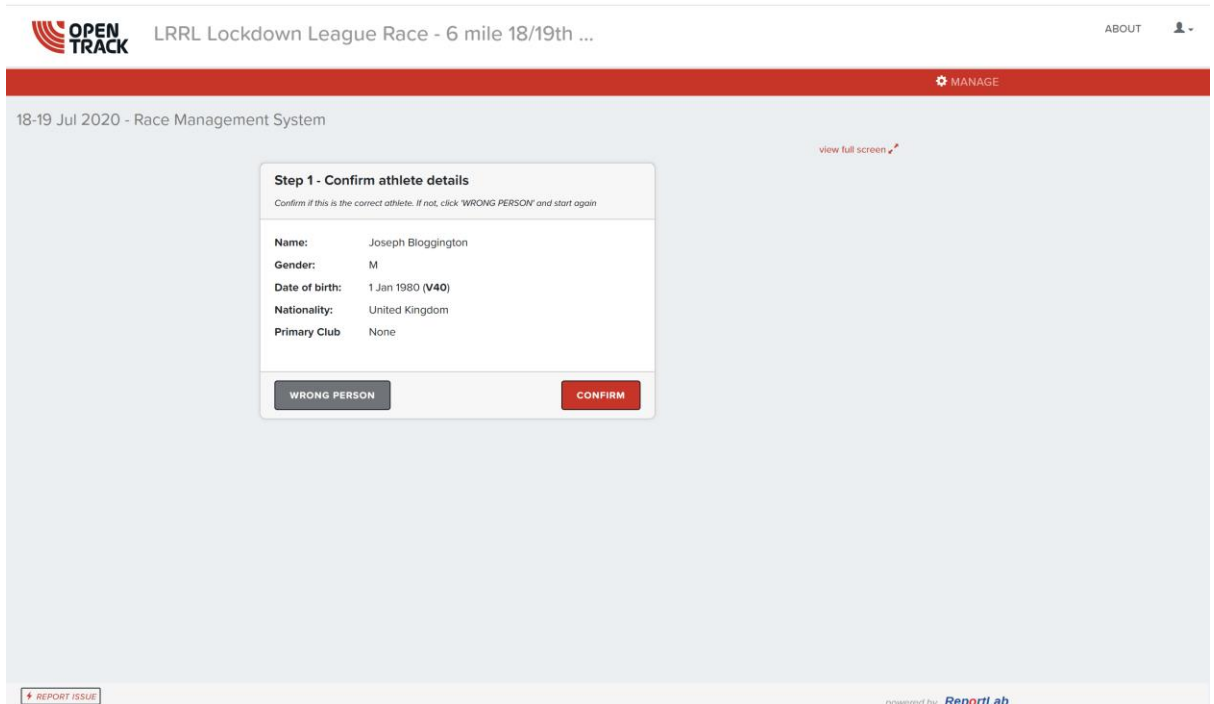
3. On “Add Athlete” screen select “Myself” (eg our nom de pleurre Joseph Blogginton). Your details will come up. Click “OK”

The screenshot shows the 'Add an athlete' screen in the OpenTrack system. The page title is '18-19 Jul 2020 - Race Management System'. The main content area is titled 'Add an athlete' and contains a form with the following fields and options:

- Myself (Joseph Blogginton)
- Enter nationality and name, to see if you are on the database...
 - Nationality: United Kingdom
 - lookup athlete...
- First name: Joseph
- Last name: Blogginton
- Nationality: United Kingdom
- Gender: M
- Date of birth: 01/01/1980

At the bottom of the form, there are two buttons: BACK and OK.

4. Confirm these details are correct – click “Confirm”

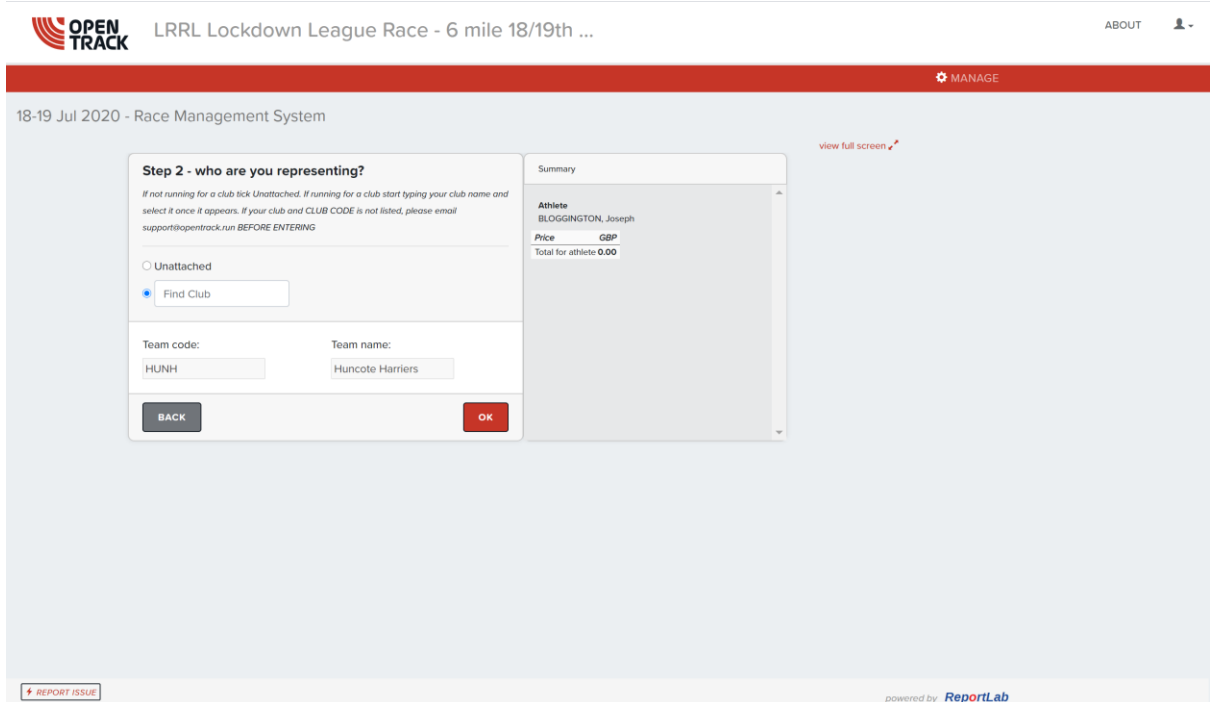


- Now you need to allocate your club – **the fact you may have your OpenTrack profile already set to your club will not allocate this to your entry – it needs to be entered in this screen.**

If you are not a member of the club, keep the default selection “Unattached”

If you are a member of a club, select “Find Club” and start typing your club name in (eg “Huncote Harriers”) and select them when they come up

When club is selected, click “OK”



- Choose your event – this will pre-fill to the race you are trying to enter. Click “OK”.

18-19 Jul 2020 - Race Management System
MANAGE

Step 3 - Choose your events

Make sure you tick the event

3. LRRL Race 3 - 6 miles

BACK
OK

Summary

Athlete
BLOGGINGTON, Joseph

Team
HUNH Huncote Harriers

Price **GBP**
Total for athlete **0.00**

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- You are now brought to the screen needed to finalise the entry. If you are happy with all details, click “Confirm”

You can also “Add Athlete” if you need to enter someone else for your entry (note – they must have a profile already set up on OpenTrack to do this. Also, the result will need to be submitted through this user log-on come race day)

If you need to start again, click the red button for the bin.

18-19 Jul 2020 - Race Management System
MANAGE

My 1 entry - Joseph Blogginton

Paid so far: 0.00 . Basket value: 0.00. Amount due: 0.00.

#	Name	Event	Price	Status
<input type="checkbox"/> 1	Joseph Blogginton	6M	0.00	Due: 0.00

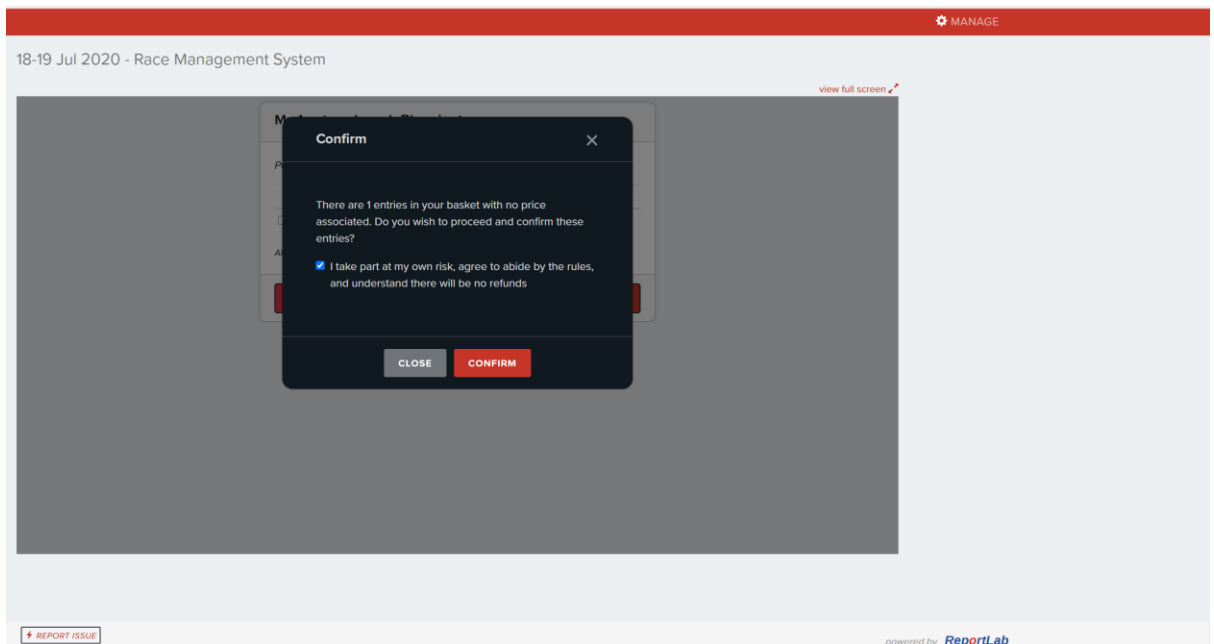
All prices are in GBP

EXIT
ADD ATHLETE
CONFIRM

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- Agree to the race T&Cs, tick the box and click “Confirm”



9. You will now have a screen that confirms your entry. You will receive an entry confirmation shortly. The entry list may take some time to refresh.

ALL THESE STEPS MUST BE COMPLETED FOR YOUR ENTRY TO APPEAR CORRECTLY ON THE SYSTEM.

If any issues, email lrrlresults@gmail.com for support. We can help push entries through on the admin side if required.