Registration for the 7th Karate-do Goju-kai Global Championships.

This document describes the steps for registering competitors, coaches, referees and officials for the 7th Karate-do Goju-kai Global Championships.

- 1. Get to the login screen
- 2. Login and register your country / dojo with SportData
- 3. Add competitors, referees, coaches and officials.
- 4. Find the 7th Karate-do Goju-kai Championships event listing.
- 5. Request access to register competitors for the event
- 6. Register your competitors for the 7th Karate-do Goju-kai Championships.
- 7. Registration deadlines and costs
- 8. Sayonara BBQ tickets
- 9. Payment
- 10. Disclaimer

Step 1. Get to the login screen.

There are two ways to navigate to the 7th Karate-do Goju-kai Global Championships event listing.

The first option is the direct link, which will take you directly to the 7th Karate-do Goju-kai Global Championships Event page.

The direct link is:

https://www.sportdata.org/karate/setonline/veranstaltung info main.php?active menu=calendar&vernr=2936#a eventhea d

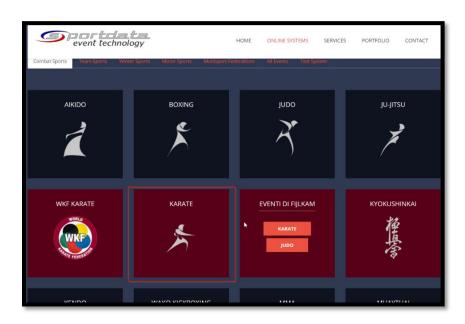
The second option is to navigate to the event page via the main SportData website. To find the event manually navigate to https://www.sportdata.org/



Canada BC Canada



Click on 'Show Online Events'



Click on 'Karate' this will take you to the default Karate page where you can access the login screen.

Click the 'Login' link at the top right of the page



Canada & Can



Step 2. Login and register your country / dojo with SportData

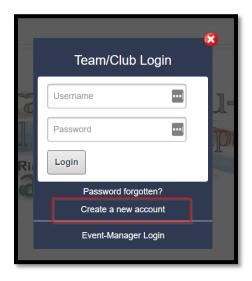
Click the 'Login' link at the top right of the page



The 'Login' dialog will display. Click on the 'Create a new account' link.







You will be taken to the Add/edit registrar page.

Fill in all the required information and click save.



When completed you will see the following:



Canada &

Your account has been created successfully. An activation email has been sent to your address. Follow the link to activate your account. It can happen, that your email provider handles the activation email as spam. If you do not receive the email within the next 30 minutes, please contact the SET team. If you do not receive an activation email in the next 15 minutes, please send us a message with the contact form. We will soon help you to finish your registration.

Check your email to activate your registration.

Once you click on the activation link in your email you will see the following:

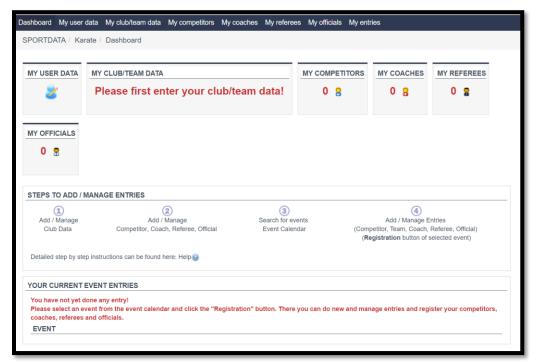


You are now able to log in. Click on the login button and enter your credentials.

Once logged in for the first time you will be presented with the following screen:



Canada E



You will need to setup your country / dojo before adding competitors unless it has already been setup.

To setup a new team click on 'Please first enter your club / team data!'

Entering all your competitors, coaches, referees and officials now will save you time later.



Fill in the information required and click save.

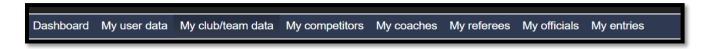


Canada & Can

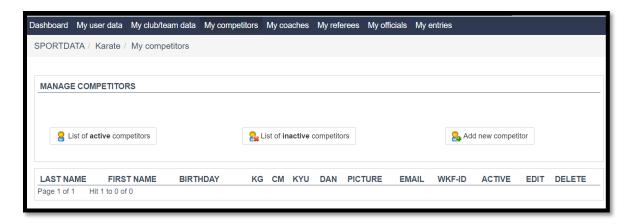
Once saved you will need to add competitors, referees, coaches and officials.

Step 3. Add competitors, referees, coaches and officials.

Click on 'My competitors'



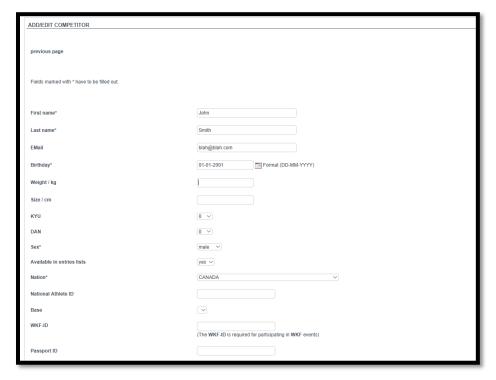
This will bring you to the list of competitors that you have registered.



To create a new competitor, click on 'Add new competitor'.

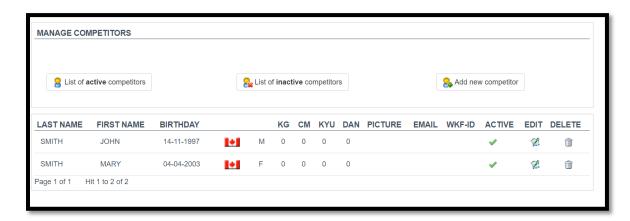


Canada E



Fill in all the required information and click save.

This will add to your list of active competitors.



Once all competitors are added, please add referees, coaches and officials using the links above.

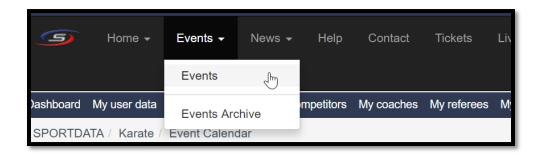


Canada E

Once everyone is registered you can request access to the event. To see a list of active competitors, click on the 'List of Active Competitors' link.

Step 4. Find the event

To find the event click on the 'Events' link.



This will take you to the latest 'Events' page.



Click on the 'Search' link and enter the search term 'goju-kai' and select Canada as the country. Searching for the event is by far the fastest way to find it.



Canada E

Click on the 'Search' button to find 7th Karate-do Goju-kai Global Championships event listing.

Click on the event name to be taken to the registration page.

Step 5. Request Access to the 7th Karate-do Goju-kai Global Championships



Click on 'Registration' to request access to the event.

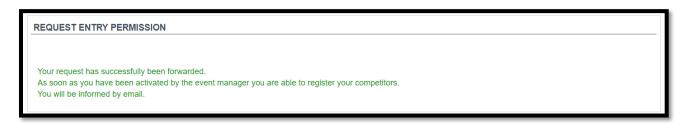
Read the disclaimer and click the 'Yes' button to request access to the event.



Canada E



Your request will be submitted. It may take some time for your submission to be reviewed prior to acceptance as this is a manual process.



On acceptance, you will receive an email like the following:



Once authorized, you will be able to register competitors for the 7th Karate-do Goju-kai Championships.



Canada E

Step 6 Register your competitors for the 7th Karate-do Goju-kai Championships.

Find the 7th Karate-do Goju-kai Global Championships event listing.

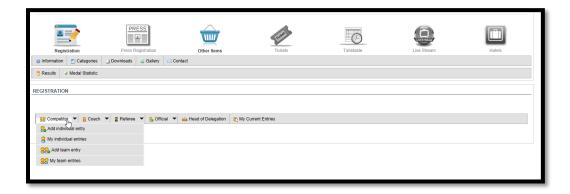
Click on 'Registration' on the bottom left of the header.



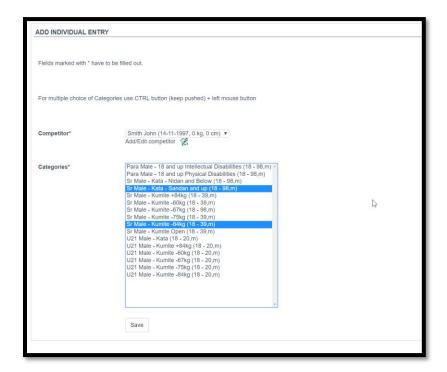


Canada E

Click on the 'Competitor' dropdown and then click 'Add Individual Entry'.



This brings up list of competitors and the categories that they're able to enter.



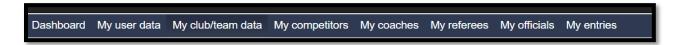
Highlight the entries that you want them to participate in.

Hold down the left control button for PC's or the command key for Mac's to select more than one division at a time.

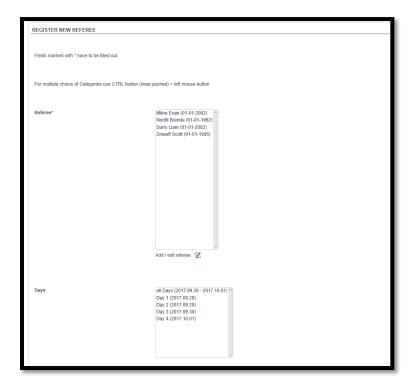


Canada E

The 'My Entries' link on the navigation bar can be used to get back to the tournament to add other entries.



Registration for coaches, referee's and officials is completed in the same way.



Please note, your registration will not be considered complete until payment is received.

Step 7. Registration deadlines and costs

Registering 80 or more athletes?

Contact the organizing chair for group discounts at info@ikgagc.com

Registering less than 80 athletes?

Divisions	Early Bird Rate Before June 1	Regular Rate June 1 to Aug 31	Late Rate Sept 1 to Sept 23	Onsite Rate
Individual Events Kata or Kumite **No charge for 2 nd individual event**	\$100 Can	\$120 Can	\$200 Can	\$400 Can
Team Events Kata <u>or</u> Kumite	\$180 Can/team	\$240 Can/team	\$360 Can/team	\$720 Can/team
Bunkai (per team)	\$110 Can/team	\$150 Can/team	\$220 Can/team	\$440 Can/team
Team Coaches	N/C	N/C	N/C	N/C

Change Fees

- Delegations can make changes to the registration any time up until September 14, 2017 at 12:00 PM PST.
- · There will be no refunds
- If an athlete needs to change divisions after September 14 and before the official weighin between 12-5 PM on Wednesday, September 27, the change fee will be \$150 CAN.
- If an athlete weighs in (at the official weigh-in) in the wrong weight for their division, they will not be allowed to compete.

Please note, your registration will not be considered complete until payment is received. The amount due is dependent on the time the payment is made and not the registration in SportData.

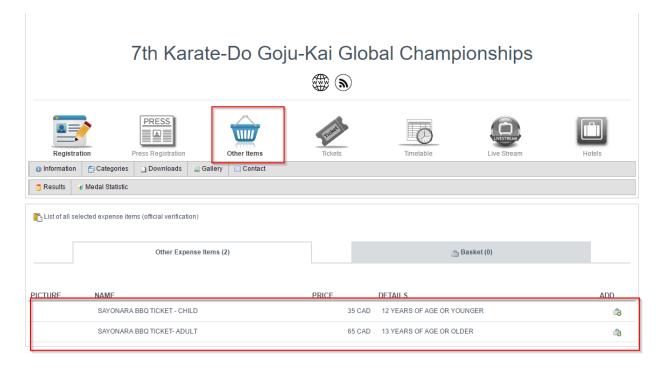


Canada E

Step 8. Sayonara BBQ Tickets

Please note that Sayonara BBQ tickets can be purchased at registration time.

Click on 'Other Items' to add Adult or Child tickets to your registration.





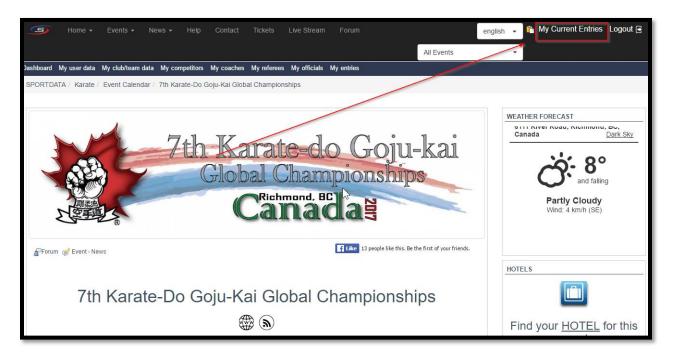
Canada BC

Step 9. Payment

Once registration is complete the amount owing will be automatically calculated. This amount can be paid online via PayPal.

Should you not wish to pay via PayPal please contact us at <u>info@ikgagc.com</u> and we will pass on the banking information required for a wire transfer.

To pay via PayPal, click on the 'My Current Entries' link on the top right hand side of the page.





Canada S

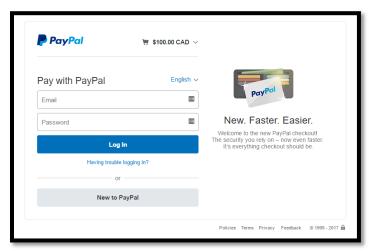
This will open the 'My Current Entries' dropdown and will give you the option of clicking on the PayPal payment option.



Clicking this link will take you to the PayPal website where you can sign into your existing PayPal account or click on the 'New to PayPal' button.



Canada E



The 'New to PayPal' button will take you to the credit card information entry form where you can pay without setting up an account.

Please note, your registration will not be considered complete until payment is received.

Step 10. Disclaimer

I, as the coach / team manager / head delegate have explained to the athletes and / or the parents of the athletes under 18 years of age - that the following is a condition of participation for all.

- 1. I declare that the competitor is over the age of 18 years old, or the parent/guardian of a participant under the age of 18 years old has given permission.
- 2. I understand that as a condition of event participation, the competitor must have insurance coverage in the event that they require emergency medical treatment. They may be asked to provide proof of insurance information to the event organizers as a condition of participation.
- 3. I and the competitor (or their guardian/parents) are fully aware of the risks involved and the degree of fitness required in taking part in this event. I and the competitor (or their guardian/parents) accept that the event organizers and their agents cannot be held responsible for any injury or loss, however caused.
- 4. The competitor (or their guardian/parents) agree to allow IKGA and their agents to capture the competitor on still image or film for the purposes of promoting IKGA events.



Canada E

- 5. I understand that all fees are non-refundable.
- 6. I understand that if a competitor participates in a sparring division, they must be present at the weigh-in as stated in the official schedule. I understand that there will not be any exceptions to this rule.
- 7. I understand that if a competitor does not make weight at the official weigh in, they will not be allowed to compete. I understand that there will be no refunds.
- 8. I understand that all athletes are required to be current members of IKGA.

If you have any questions about the process, please don't hesitate to contact us at info@ikgagc.com