



Athletics Victoria

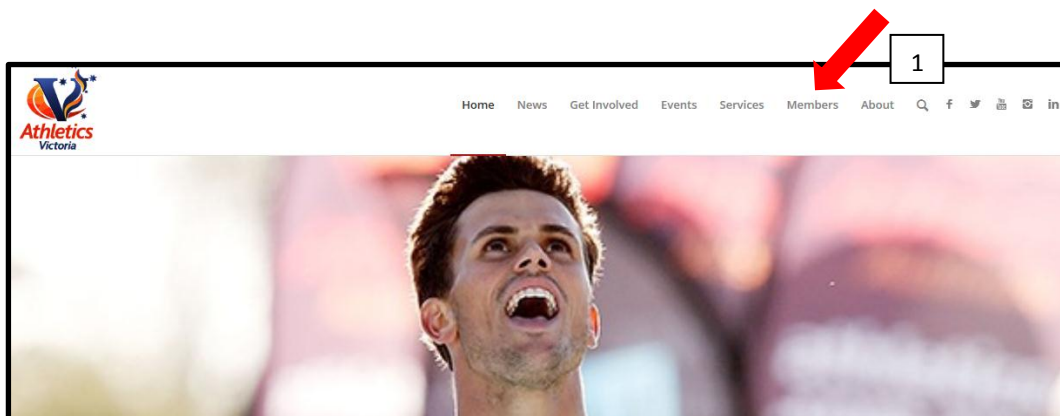
Member Portal User Guide for Officials

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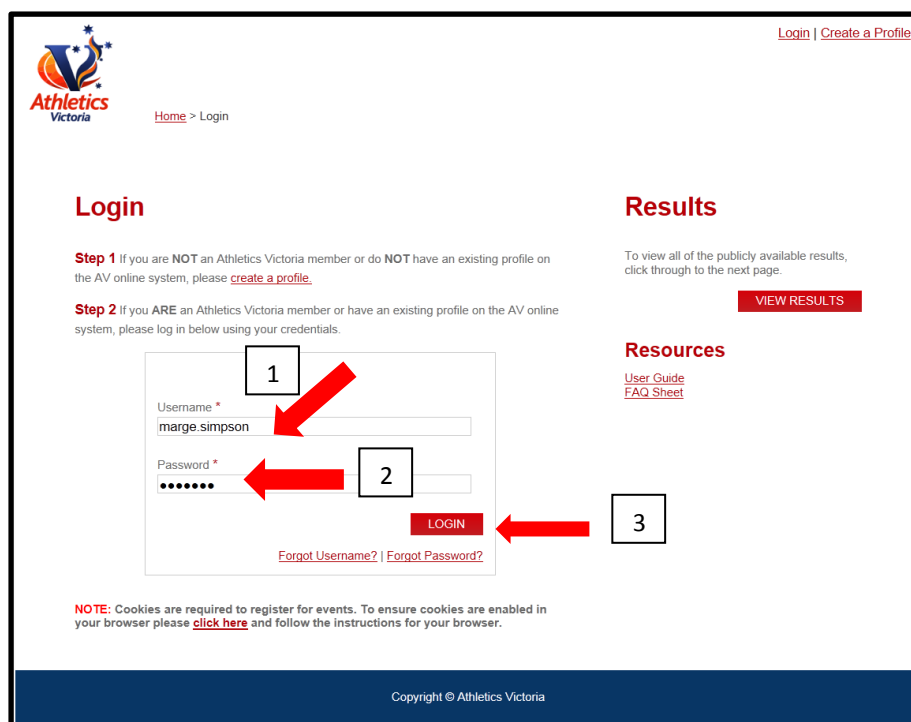
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1. Login

1. Go to Athletics Victoria website <http://www.athsvic.org.au/>.
2. On the **HOME** page of the AV website click on **MEMBERS (1)** located at the top right-hand corner of your screen, the **LOGIN** page will open in a new window.



3. On the **LOGIN** page type in your **USERNAME (1)** and **PASSWORD (2)** and click on **LOGIN (3)**.



[Login](#) | [Create a Profile](#)

Home > Login

Login

Step 1 If you are **NOT** an Athletics Victoria member or do **NOT** have an existing profile on the AV online system, please [create a profile](#).

Step 2 If you **ARE** an Athletics Victoria member or have an existing profile on the AV online system, please log in below using your credentials.

Username * **1**

Password * **2**

3

[Forgot Username?](#) | [Forgot Password?](#)

Results

To view all of the publicly available results, click through to the next page.

Resources

[User Guide](#)
[FAQ Sheet](#)

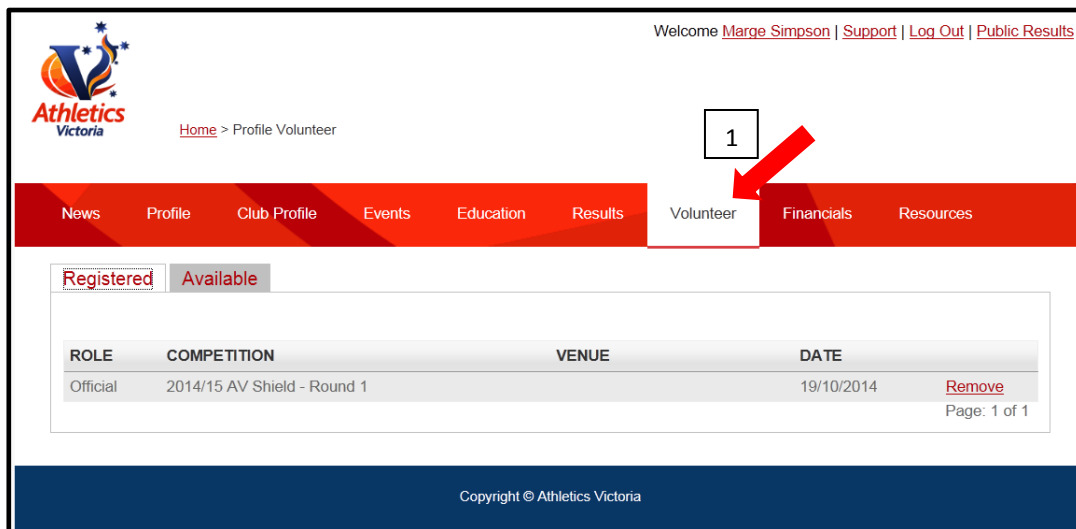
NOTE: Cookies are required to register for events. To ensure cookies are enabled in your browser please [click here](#) and follow the instructions for your browser.

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TIP: Remember to enable your COOKIES before logging in. If you cannot locate your Username and Password click on the “Forgot Username” or “Forgot Password” links located on the login page.

2. Volunteer

1. Click on the **VOLUNTEER (1)** tab. The first information you will see is any events you have already volunteered for.



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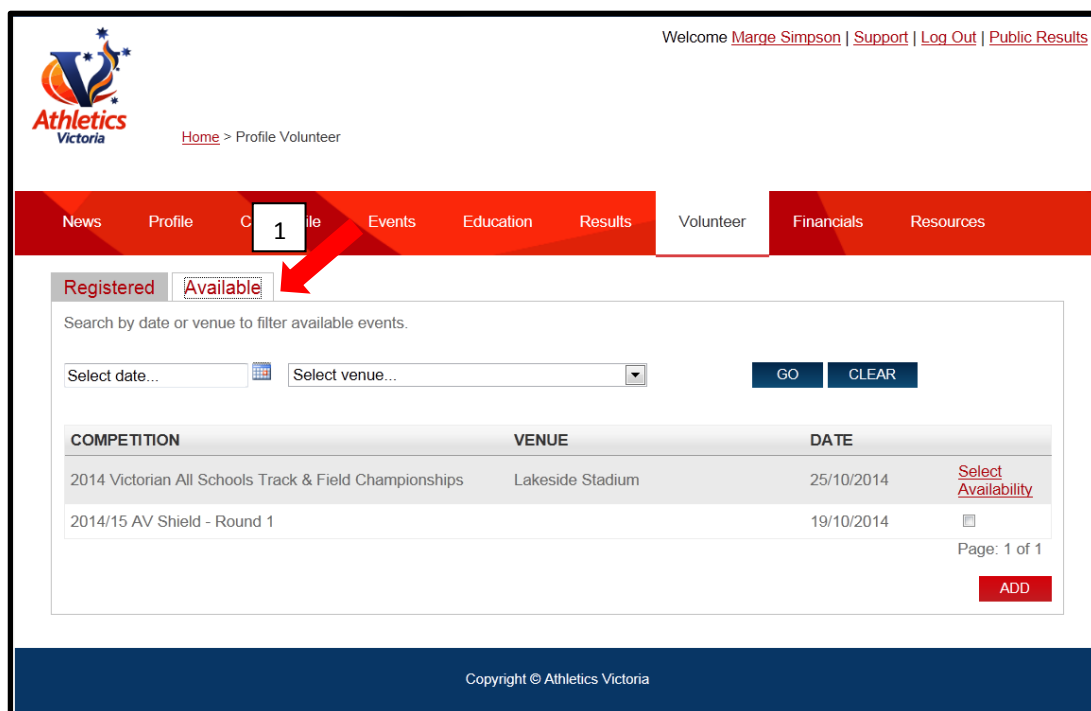
Registered Available

ROLE	COMPETITION	VENUE	DATE	
Official	2014/15 AV Shield - Round 1		19/10/2014	Remove

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2. Click on **AVAILABLE (1)** to view upcoming events that you can volunteer for.



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Registered Available

Search by date or venue to filter available events.

Select date...

Select venue...

COMPETITION	VENUE	DATE	
2014 Victorian All Schools Track & Field Championships	Lakeside Stadium	25/10/2014	Select Availability
2014/15 AV Shield - Round 1		19/10/2014	<input type="checkbox"/>

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NB: Single event days and multiple event days need to be added and saved separately. For example, check all single day events and click "ADD", then enter multiple day events as required. Click on the "REGISTERED" tab to ensure all selected events have been saved.

3. To register to volunteer at a one day event click in the **TICK BOX (1)** and then click **ADD (2)**.

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Registered Available

Search by date or venue to filter available events.

Select date... Select venue... GO CLEAR

COMPETITION	VENUE	DATE	
2014 Victorian All Schools Track & Field Championships	Lakeside Stadium	25/10/2014	Select Availability
2014/15 AV Shield - Round 1		19/10/2014	<input checked="" type="checkbox"/>

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ADD

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This event will disappear from the **AVAILABLE** tab and populate the **REGISTERED** tab (see below).

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Registered Available

ROLE	COMPETITION	VENUE	DATE	
Official	2014/15 AV Shield - Round 1		19/10/2014	Remove

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- To register to volunteer at a multi-day event click **SELECT AVAILABILITY (1)**, the availability window will pop up. You will need to input your availability and click **SAVE AND ADD (2)**.

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Registered Available

Search by date or venue to filter available events.

Select date... Select venue...

COMPETITION	VENUE	DATE	
2014 Victorian All Schools Track & Field Championships	Lakeside Stadium	25/10/2014	Select Availability
2014/15 AV Shield - Round 1		19/10/2014	<input type="checkbox"/>

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AVAILABILITY

Leaving the period empty will not add this as an available day.

DATE	PERIOD
25/10/2014	PM <input type="button" value="v"/>
26/10/2014	<input type="text"/> <input type="button" value="v"/>
27/10/2014	All Day <input type="button" value="v"/>

This event will disappear from the **AVAILABLE** tab and populate the **REGISTERED** tab (as above).

5. If you are no longer available to volunteer for an event click on **REMOVE (1)**. This will remove your availability for the specific event.

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[Registered](#) [Available](#)

ROLE	COMPETITION	VENUE	DATE	
Official	2014/15 AV Shield - Round 1		19/10/2014	Remove
Official	2014 Victorian All Schools Track & Field Championships	Lakeside Stadium	25/10/2014	Remove

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NB: If you choose to remove a multi-day event you will be removing availability for all days. If you would like to re-register for the event click on AVAILABLE, locate the event and re-enter your availability.