

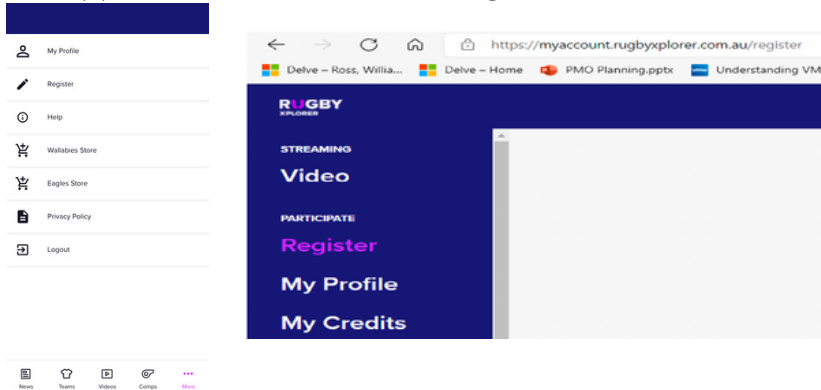


# Instructions to Register a PLAYER for Riverside Summer Touch 7s 2023

TEAM MUST BE REGISTERED FIRST!

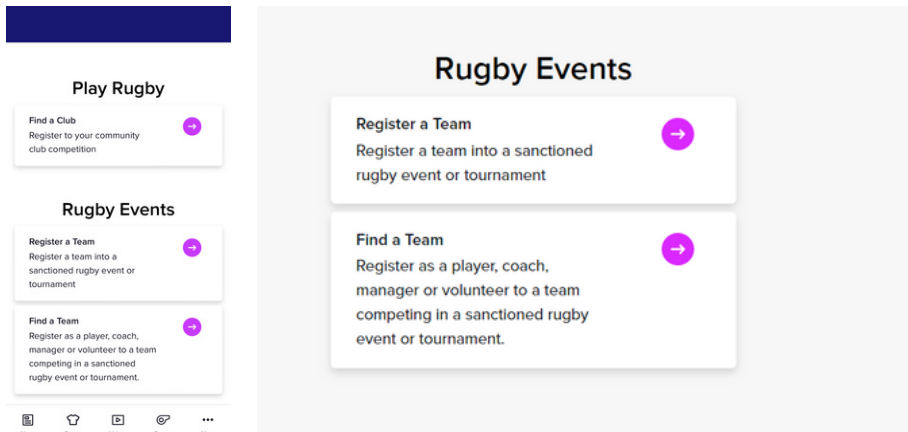
Go to [www.rugbyexplorer.com.au](http://www.rugbyexplorer.com.au) (Or use the app on your phone)

- Log in to your account if you already have one or create a new account
- Click on REGISTER on left toolbar (on PC) – see below
- Or on the app, click on the dots in the right corner and select REGISTER



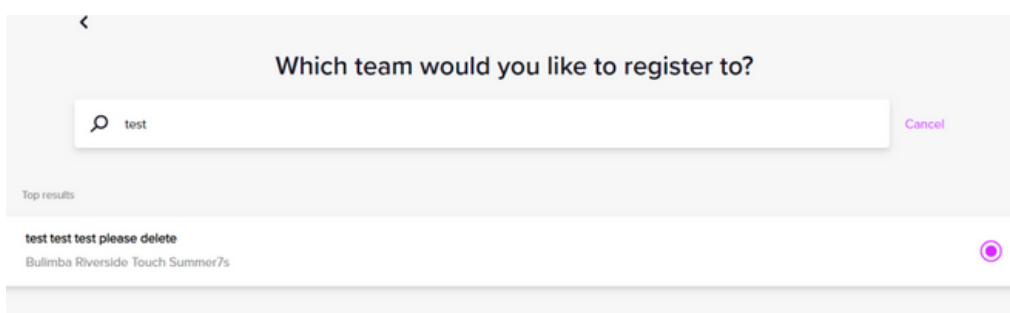
Under RUGBY EVENTS – click on Purple arrow next to FIND A TEAM

- The next screen asks to confirm “Who would you like to register”
- Pick the Player name that you want to register and hit NEXT



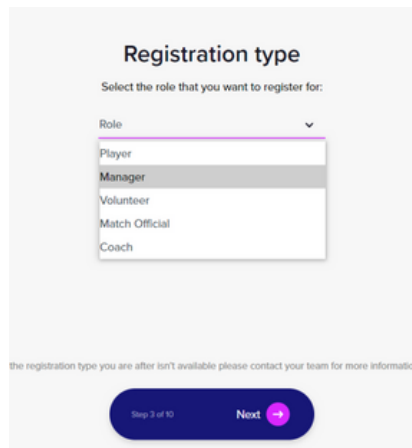
Next Page has a search bar to find the TEAM you would like to register to

- You need to know the name of your team to register a player
- Enter in the team name – in screen shot have typed “test”
  - It will display the list of TEAM names
- Click on the purple circle to highlight this TEAM and then hit NEXT



REGISTRATION TYPE screen is then displayed –

- from the drop-down menu you SELECT PLAYER and then hit NEXT



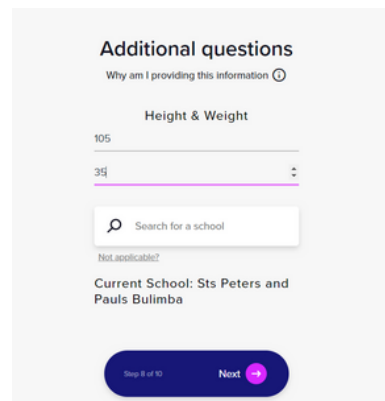
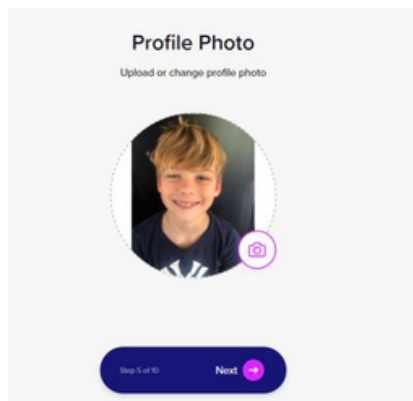
The next screen just confirms personal details, hit NEXT

The next screen is Profile Picture – you can add or edit existing photo by clicking on the CAMERA icon – upload photo then hit NEXT

The next screen has additional details about Address / Gender / Nationality / Playing Rugby Overseas / and privacy request to display name on match centres – edit details and click NEXT

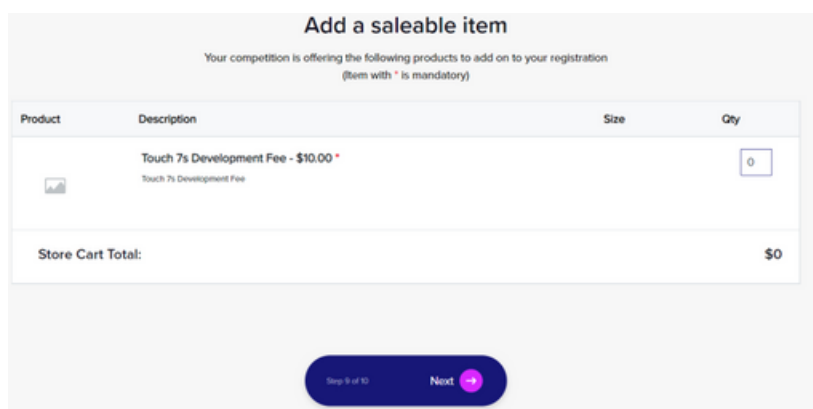
The next screen is EMERGENCY contact details – edit these and hit NEXT

The next screen is Additional questions – for Height / Weight / School – edit these and hit NEXT



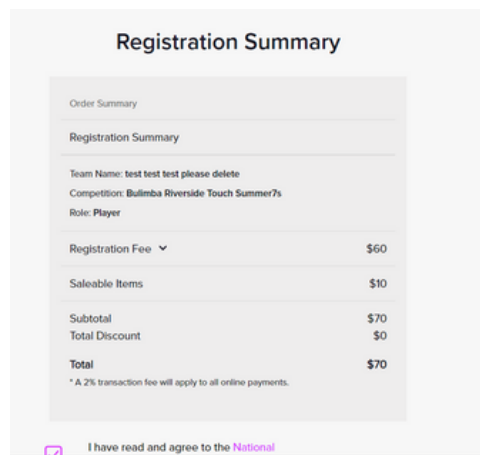
The next screen is ADD A SALEABLE ITEM – it should only display the 1 item which is mandatory - the TOUCH DEVELOPMENT FEE - \$10.00

- Change the Quantity of X for the number of Player(s) being registered
- Then hit NEXT



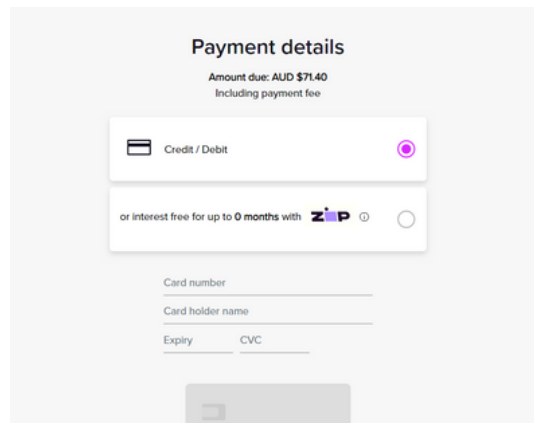
The next screen is REGISTRATION SUMMARY

- Please read and then accept the “National Terms and Conditions” check box
- Then hit PAY



The next screen is PAYMENT DETAILS PAGE –

- Enter Card number / Card holder name / Expiry date/ CVC
- Hit MAKE Payment Button
- You should then get a confirmation screen



**Hurray!**

**Get your boots ready and we will see you on Friday 7 October.**

