

Step-by-Step Guide: Creating an Account on Scribe[®] Championreg.com

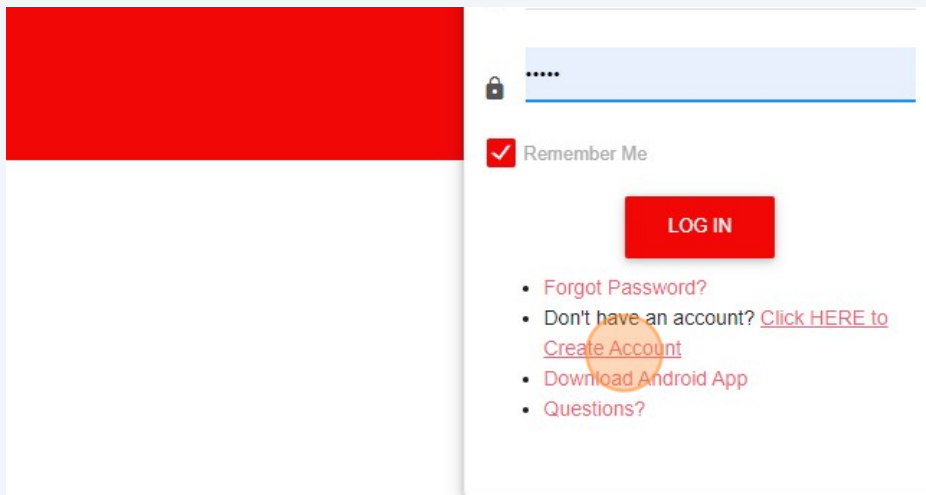
1

Navigate to

<https://championreg.com/Index.aspx?q=9l3UJFMunACYtfBtSTPvhw==>

2

Click "Click HERE to Create Account"



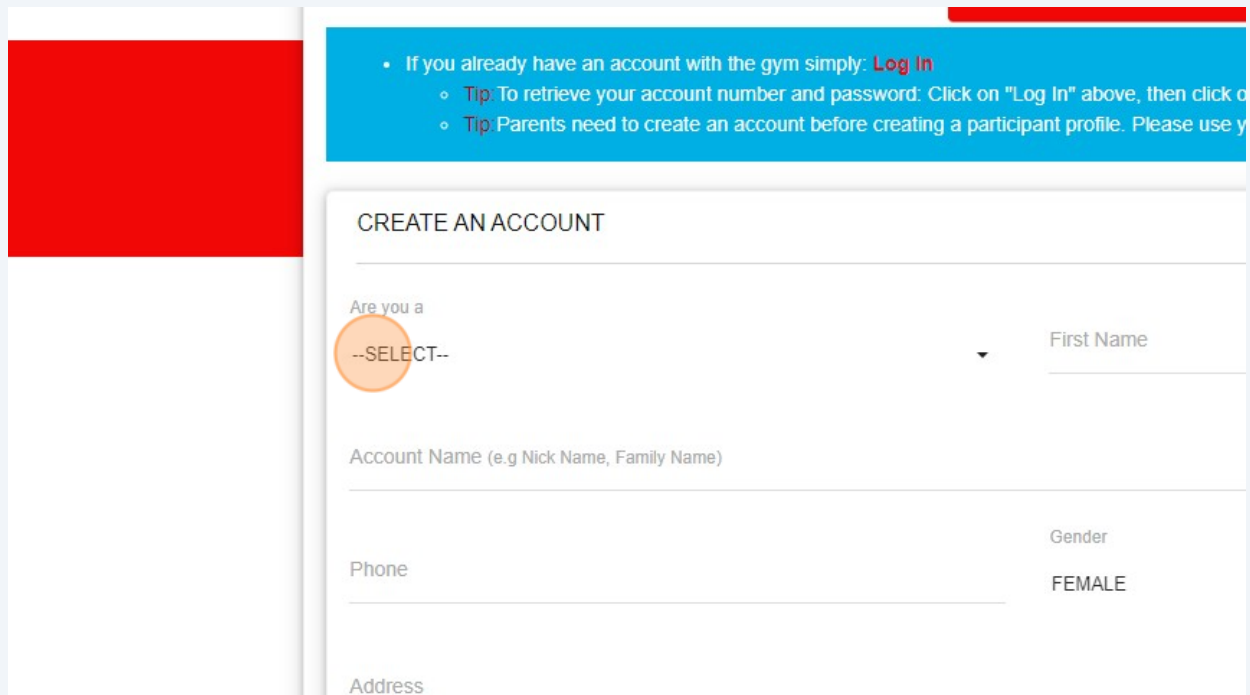
.....

☒ Remember Me

LOG IN

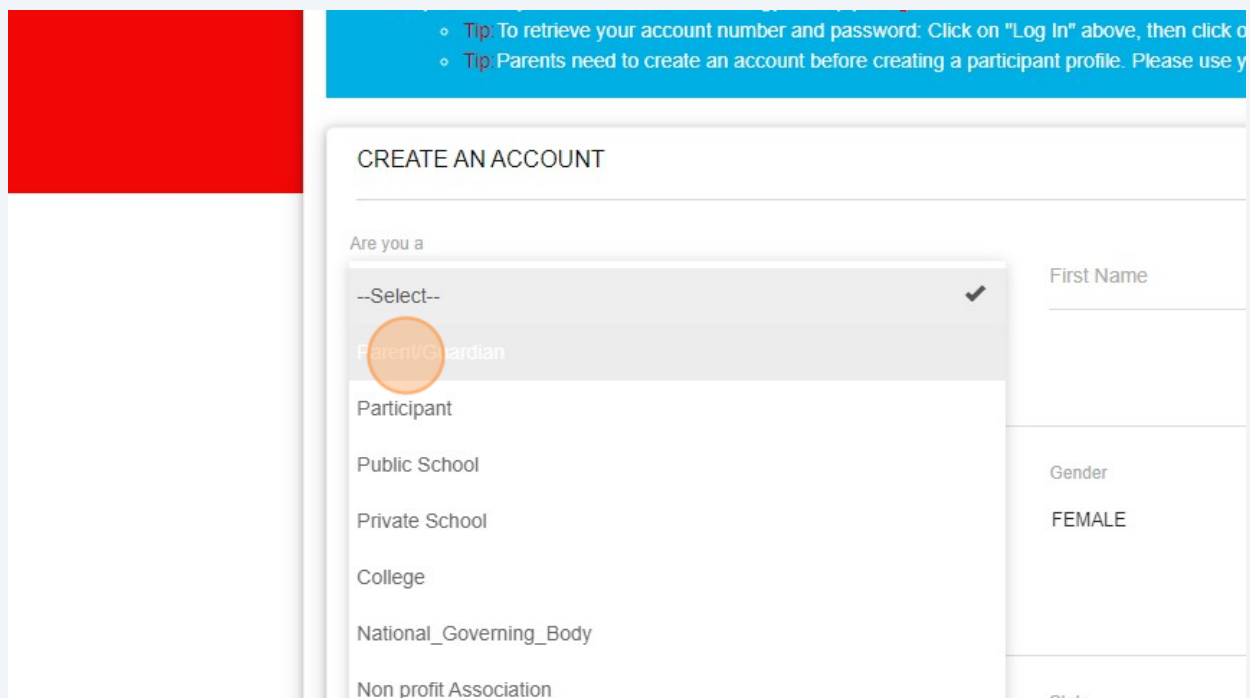
- [Forgot Password?](#)
- Don't have an account? [Click HERE to Create Account](#)
- [Download Android App](#)
- [Questions?](#)

3 Click "--SELECT--"



This screenshot shows the 'CREATE AN ACCOUNT' form. A blue tip box at the top contains instructions: 'If you already have an account with the gym simply: **Log In**' and two tips: 'Tip: To retrieve your account number and password: Click on "Log In" above, then click on' and 'Tip: Parents need to create an account before creating a participant profile. Please use y'. The form fields include 'Are you a' (highlighted with an orange circle and showing '--SELECT--'), 'First Name', 'Account Name (e.g Nick Name, Family Name)', 'Phone', 'Gender' (with 'FEMALE' selected), and 'Address'.

4 Click "Parent/Guardian". Accounts need to be setup as parent/guardian prior to creating athlete profile.



This screenshot shows the 'CREATE AN ACCOUNT' form with the 'Are you a' dropdown menu open. The dropdown list includes options: '--Select--' (checked), 'Parent/Guardian' (highlighted with an orange circle), 'Participant', 'Public School', 'Private School', 'College', 'National_Governing_Body', and 'Non profit Association'. The form fields include 'First Name', 'Gender' (with 'FEMALE' selected), and 'Address'.

5 Submit Registration

	Insurance Policy # 1111111111
	Physician Phone 1111111111
	Emergency Contact Number 1111111
<div>SUBMIT REGISTRATION</div>	

6 Return to the login screen.

steve13@regchamp.com

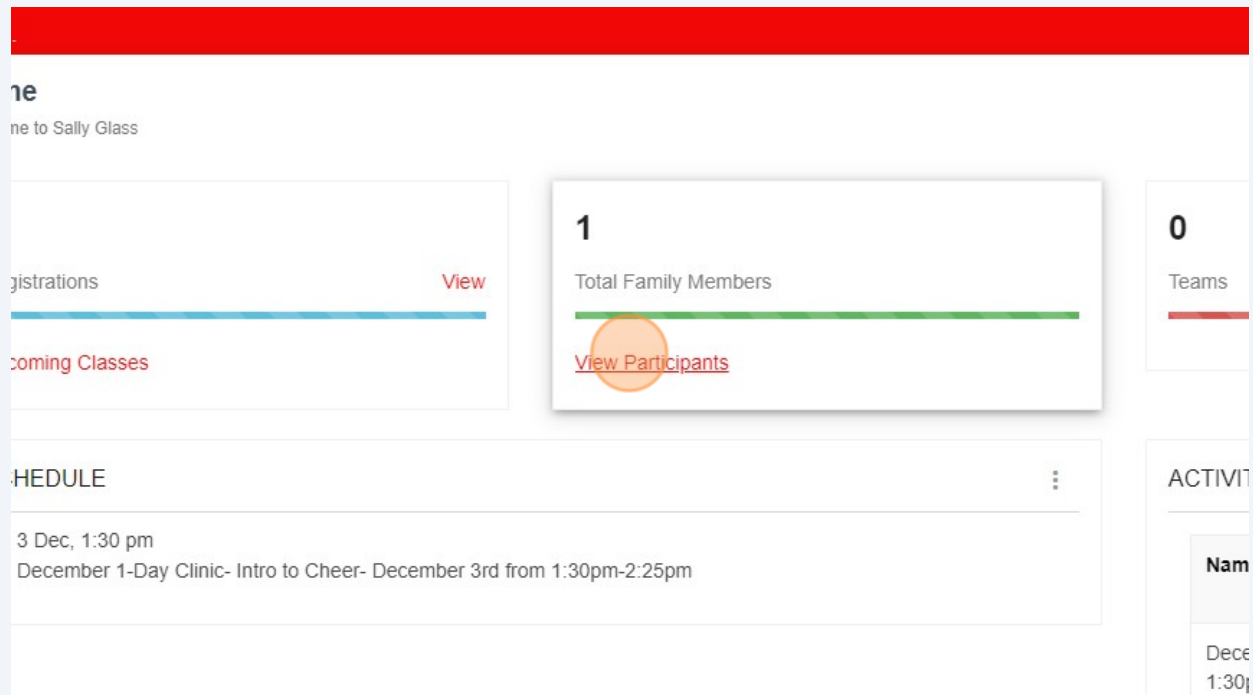
.....

☒ Remember Me

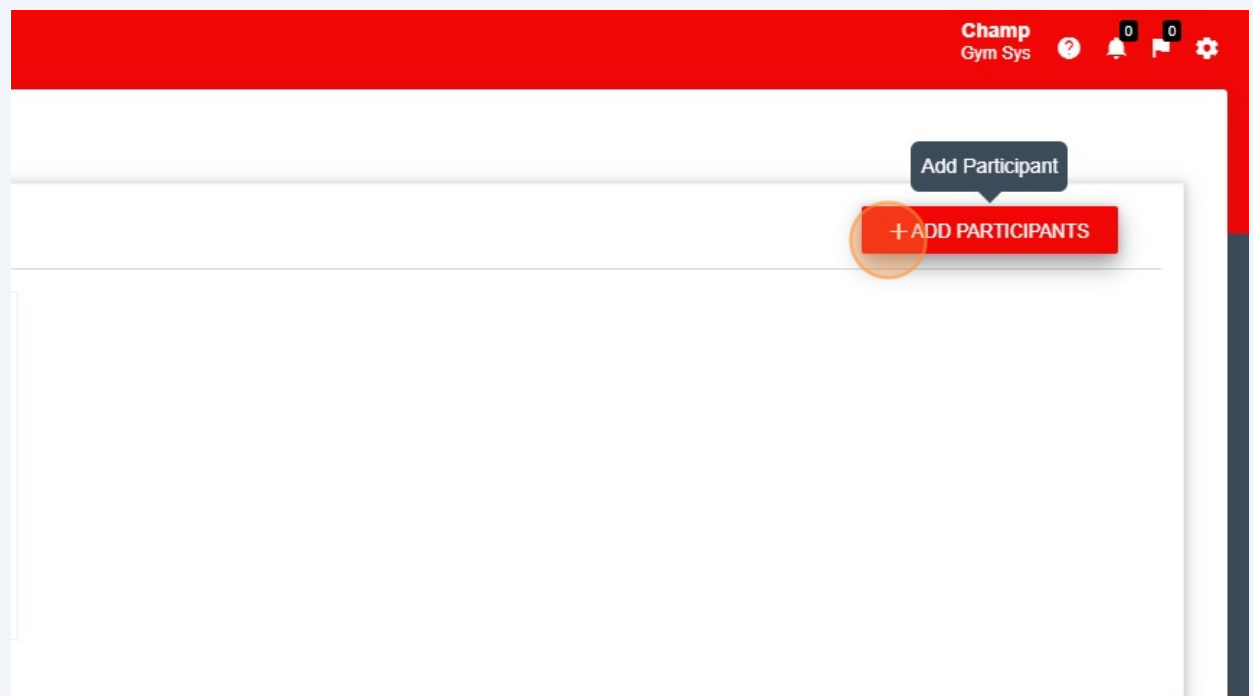
LOG IN

- [Forgot Password?](#)
- Don't have an account? [Click HERE to Create Account](#)
- [Download Android App](#)
- [Questions?](#)

7 Click "View Participants" from your homepage.



8 Click "ADD PARTICIPANTS"



9 Enter Athlete's Information

Search...

Welcome
ally Glass
1012 - 1227

Participants

es

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ts

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Participant Setup

ADD NEW PARTICIPANT

Profile Info

First Name *

Last Name *

Gender *

FEMALE

BirthDate

Hide

No Yes

steve13@regchamp.com

Upload Profile Image/Enter Profile URL

10 Leave Athlete Email Field Blank

Last Name *

Johnson

BirthDate

Email

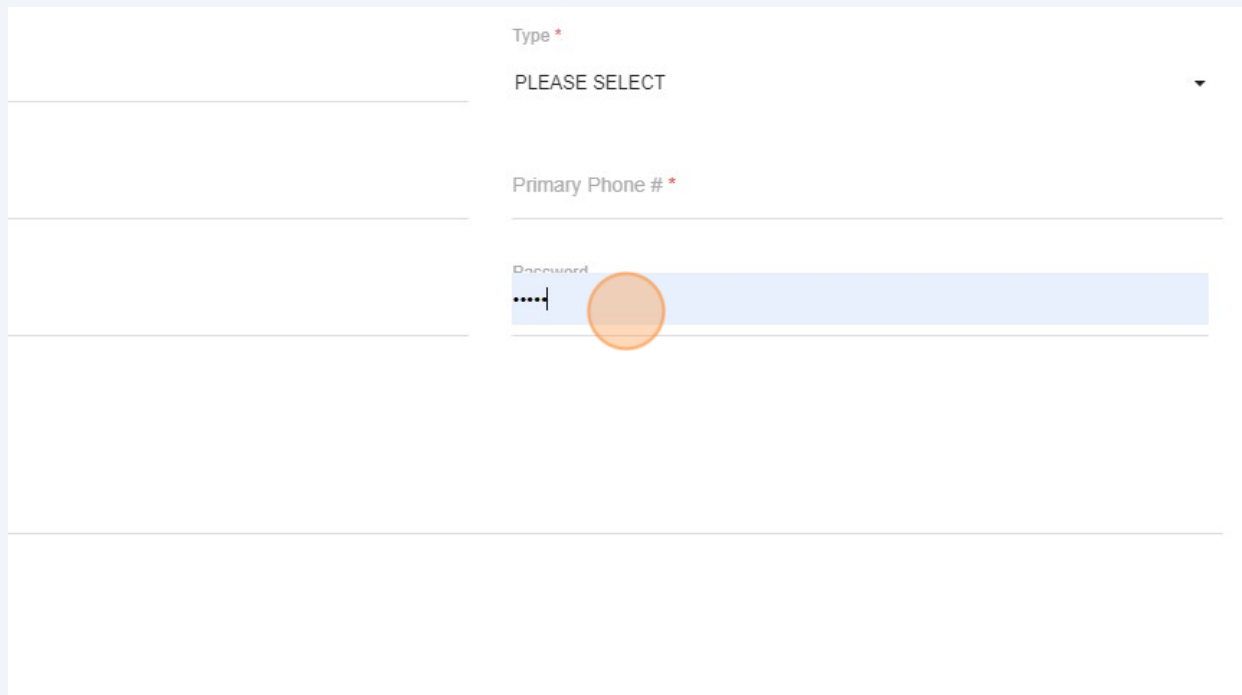
steve13@regchamp.com

Profile URL

EDIT PHOTO

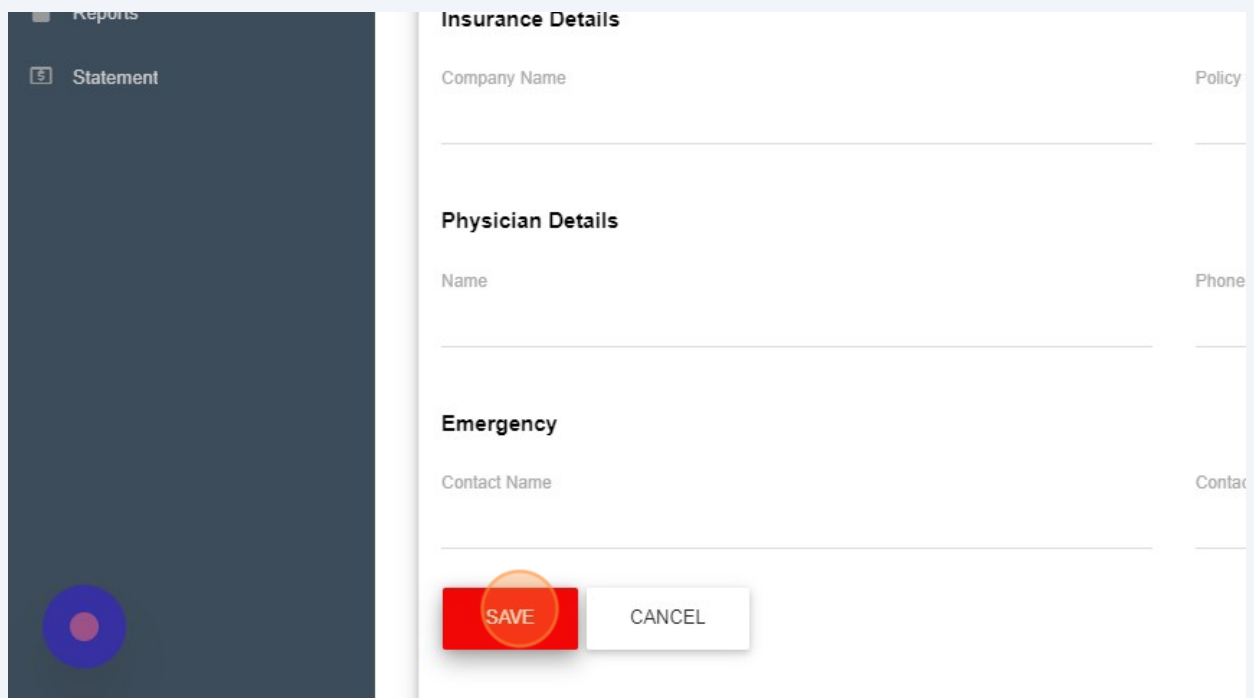
Policy #

11 You can also leave password field blank.



A form with three input fields. The first field is labeled "Type *" and contains the text "PLEASE SELECT" with a dropdown arrow. The second field is labeled "Primary Phone # *" and is empty. The third field is labeled "Password" and contains four dots, with an orange circle highlighting the field.

12 Click "Save" once you have filled out the required fields.



A form with three sections: "Insurance Details", "Physician Details", and "Emergency". Each section has two input fields. The "Insurance Details" section has "Company Name" and "Policy". The "Physician Details" section has "Name" and "Phone". The "Emergency" section has "Contact Name" and "Contact". At the bottom, there are two buttons: "SAVE" (red) and "CANCEL" (white). A blue circle with a pink dot is visible in the bottom left corner of the form.