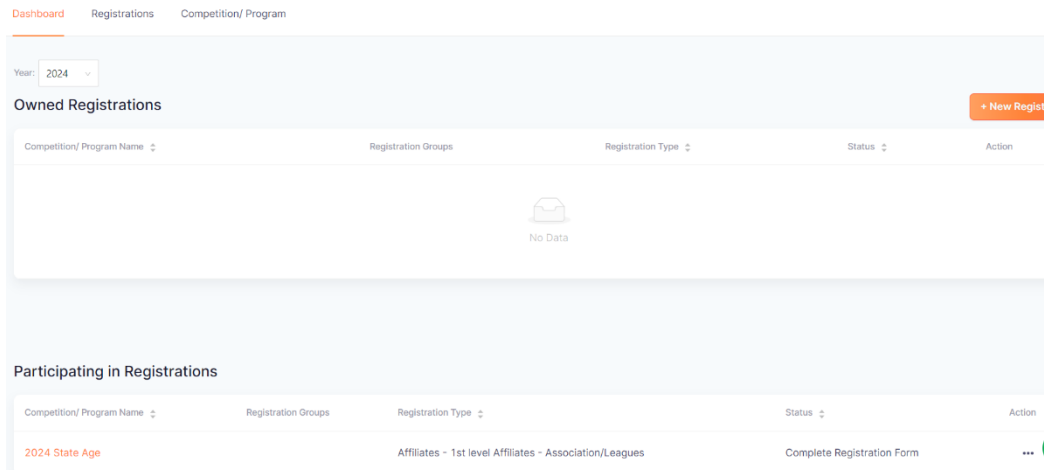


## Opening Registrations

To open a Registrations to the 2024 State Age competition, select the competition from the registration dashboard.

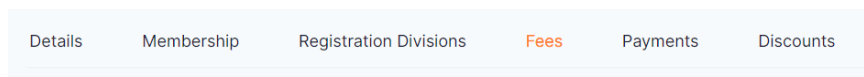


The screenshot shows the registration dashboard for 2024. At the top, there are navigation tabs for 'Dashboard', 'Registrations', and 'Competition/ Program'. A 'Year: 2024' dropdown is visible. Below this, there are two main sections:

- Owned Registrations:** This section has a '+ New Register' button and a table with columns: 'Competition/ Program Name', 'Registration Groups', 'Registration Type', 'Status', and 'Action'. The table is currently empty, displaying 'No Data'.
- Participating in Registrations:** This section has a table with columns: 'Competition/ Program Name', 'Registration Groups', 'Registration Type', 'Status', and 'Action'. One row is visible for '2024 State Age' with 'Affiliates - 1st level Affiliates - Association/Leagues' in the groups column and 'Complete Registration Form' in the status column.


Each step of the registration process is outlined over the next pages. Once you have completed the process, you will have a link to share with your community to start accepting registrations.

As you process through setting up registrations, you will work through the sections below. The following sections: Details, Membership and Registration Divisions have all been set and data populates from Netball Queensland. Associations are automatically taken to the fees sections which allows you to enter your Association fees (if you choose to include your fees here, otherwise you can just leave it as 0 for the Association).



The screenshot shows a horizontal navigation menu with the following tabs: 'Details', 'Membership', 'Registration Divisions', 'Fees', 'Payments', and 'Discounts'. The 'Fees' tab is highlighted in orange, indicating it is the current active section.

A few things to keep in mind with competition registrations in Netball Connect:

- Netball Queensland Membership fees are preset by Netball Queensland. This section of the fees is greyed out and cannot be changed.
- Any section that has a red Asterisk indicates that you must enter a response or make a selection prior to moving on.
- Click on the  at any time for an explanation of the section.

**Fees** allows you to enter Association fees. All greyed out fields have been completed by Netball Queensland. Leave as \$0 amount if no fee charged for membership.

**Player Membership 2024**

All Groups <sup>2</sup>     Per Group <sup>2</sup>  
 Individual User Registrations  
 Individual User Seasonal Fee <sup>2</sup>  
 Charged for Full Season     Charged Per Game Played

**Affiliate Deposit fees** is a portion or full amount of Association fees that will be paid at registration.  
**Affiliate Competition Fee** is a portion or full amount of Association fees that can be paid

Membership Type	Division	Membership Fees (excl. GST)	GST	Deposit Fees (excl. GST)	GST	Affiliate Deposit Fees (excl. GST)	GST	Competition/ Program Fees (excl. GST)	GST	Affiliate Competition/ Program Fees (excl. GST)	GST	Total
Player	15 State	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00
Player	16 State	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00
Player	18 State	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00
Player	15 Challen	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00
Player	16 Challen	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00
Player	18 Challen	\$ 101.82	\$ 10.18	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 112.00

Individual User Single Game Fee

**Non-Player Membership** is set by Netball Queensland and is not editable. If Association want to add fees then you need to add in affiliate competition fees column.

**Non - Playing Membership 2024**

All Groups <sup>2</sup>     Per Group <sup>2</sup>  
 Individual User Registrations  
 Individual User Seasonal Fee <sup>2</sup>  
 Charged for Full Season     Charged Per Game Played

Membership Type	Division	Membership Fees (excl. GST)	GST	Deposit Fees (excl. GST)	GST	Affiliate Deposit Fees (excl. GST)	GST	Competition/ Program Fees (excl. GST)	GST	Affiliate Competition/ Program Fees (excl. GST)	GST	Total
Coach	N/A	\$ 0	\$ 0	N/A	N/A	N/A	N/A	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0.00
Umpire	N/A	\$ 0	\$ 0	N/A	N/A	N/A	N/A	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0.00
Volunteer	N/A	\$ 0	\$ 0	N/A	N/A	N/A	N/A	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0.00

Individual User Single Game Fee  
 Team Registration

Select Save or next to progress.

Select Queensland Fair Play and/or NSW Active Kids (if appropriate) to allow for Government vouchers to be used.

The screenshot shows a navigation bar with tabs: Details, Membership, Registration Groups, Fees, Payments, and Discounts (selected). Below the navigation bar, there are two sections:

- Discounts**: Includes a note "Note: Discounts will only apply to individual season registrations." and a "+ Add Discount" button.
- Government Vouchers**: Includes a note "Note: Government Vouchers apply to individual season registrations only." and a list of checkboxes:
  - NSW Active Kids
  - NT Sports Voucher Scheme
  - Queensland Fair Play
  - SA Sports Voucher
  - Victoria Get Active

At the bottom right of the form, there are "Save" and "Next" buttons.

To progress click Next. This next step is adding specific details to your registration form.

### 2024 State Age

Competition Registrations close on 30-03-2024

Registration Open ?

Registrations Close ?

Membership Product\*

**Player Membership 2024**

Membership Type	Registration Type	Registration Groups	Lock Registrations Immediately <span>?</span>	Registration Cap	Publicly Display <span>?</span>
<input checked="" type="checkbox"/> Player	Individual	15 State	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Player	Individual	16 State	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Player	Individual	18 State	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Player	Individual	15 Challenge	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Player	Individual	16 Challenge	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Player	Individual	18 Challenge	<input type="checkbox"/>	<input type="text"/>	<input checked="" type="checkbox"/>

**Non - Playing Membership 2024**

Membership Type	Registration Type	Registration Groups	Lock Registrations Immediately <span>?</span>	Registration Cap	Publicly Display <span>?</span>
<input checked="" type="checkbox"/> Coach	Individual		<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Umpire	Individual		<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Volunteer	Individual		<input type="checkbox"/>	<input type="text"/>	<input type="checkbox"/>

1. Enter Registration open and close dates.
2. Select Membership products.
3. Select Membership types you want to make available on your registration form.

*Public Display* – If you choose to not have your State Age registration form available for all, untick the public display box and then you will just need to send out the hidden link provided when the form has been published.

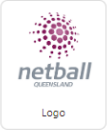
Select your Nonplaying Members option. Managers can register using the Volunteer option.

Training

Special Note

Write a brief description of the Competition...

Photos



Reply to contact details

Name

Role

Email

Phone

Additional Questions

Registration Questions

Other Affiliate Questions

- Please Indicate two preferred playing positions
- Enable Play with a Friend
- Your Support is important for the continued success of our organisation. Are you interested?
- Which School do you/does your child attend?
- What school grade are you/is your child in?
- Have you participated in the Sporting School Program?
- Enable Refer a Friend

Advanced Settings

Shop

Send invites to

Invite

Send

No Send

Year:  Competition:

Type

Users

Players Only

Gender

Male

Female

Both

DOB

No DOB Preference

DOB Preference

DOB more than

DOB less than

4. Option to include training information if relevant. Including training days, times and venues.
5. Enter any Special Notes you wish to appear on the registration form.

6. Enter contact information here of your Association contact so people registering know who to contact if they need assistance.

7. Option to select from these Additional Questions for people to answer during registrations.


8. Select shop if you want to make Club products available.

10. The final step to creating your registration forms is to send invitations of your link to users.



Select from the various filters available, once you click **Open Registrations**, invitations will be sent via email to those people.

On clicking Open Registration, the registration form page is displayed.


You will see the paper icon  has appeared. Click on the icon to open the Registration form in a different website tab. You can also access the Registration form link by clicking on the three dots  in the Action column. Select Edit.

Registration Form 

Year:

Competition/ Program Name	Registration Open	Registrations Close	Status	Action
2024 State Age	07-12-2023	29-03-2024	Published	 

< 1 > 10 / page

The registration form displays. This link can be shared with your community so they can begin registering. You can update the Registration form at any point. Click  at the bottom of the page to save any changes you've made. If you have chosen to use hidden display, you will need to share the hidden link.

Registration Form

End User Registration URL (Only Membership Types marked for public display)

<https://registration-stg.netballconnect.com/userRegistration?organisationId=221c171b-348c-4126-9b51-4f204099a50f&competitionId=f2867e0d-5283-4bee-ae28-ca2634626f8e>

End User Registration URL (Only Hidden Membership Types)

<https://registration-stg.netballconnect.com/userRegistration?organisationId=221c171b-348c-4126-9b51-4f204099a50f&competitionId=f2867e0d-5283-4bee-ae28-ca2634626f8e&key=6ba80c2ac899d1c71c2e7fd61c95f4fd>

You have now successfully opened Registrations for your Association. Player registrations will begin to come in and from here Associations will begin to select teams before submitting teams through to Netball Queensland allowing them to create fixtures for State Age.