COMSA TRACKER 1.0
Quick Reference
Rev 5/5/2014

To Start: visit *comsatracker.com* in your mobile browser (iPhone, iPad, Android, Tablet, PC, etc.)

Log In

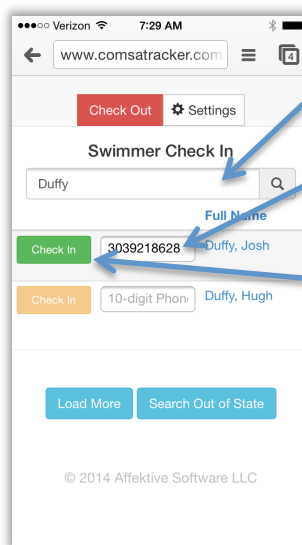

Email: user@example.com

Password: comsa1

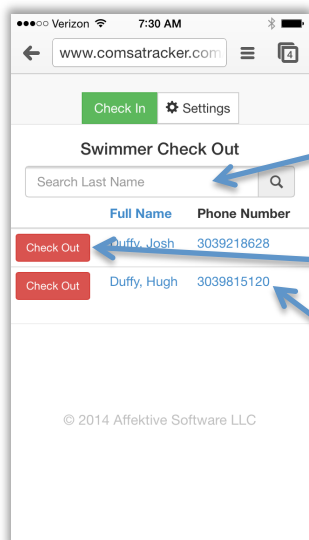**Click** to Sign In

Check In

1. Search by **Last Name**

2. Enter swimmer phone number (**10-digits ONLY**)

3. Click **Check In**

NOTE: 10-digit phone number REQUIRED to check in swimmer (Green Check In button becomes enabled after entering phone number)
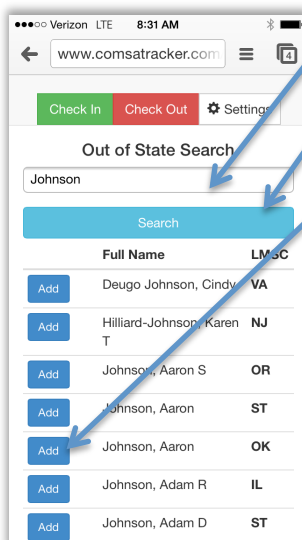
Check Out

1. Search by **Last Name** or simply scroll down

2. Click **Check Out**

3. Link to Call Phone # if needed

Out of State

1. Search by **Last Name**

2. Click **Search**

3. Add to COMSA Database

4. Proceed to **Check In** page (click Green **Check In** button at top of page)

5. Add **10-digit** phone number

6. Click **Check In**

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