

# UAAK Freshman Athletics Game

## NSYSU 2022

### Registration Manual

Release : NSYSU Athletics CMS 1.1.7

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This registration manual is only for UAAK Freshman Athletics Game NSYSU 2022.

Signup	2
Individual Signup	2
Organization Signup	3
Login	5
Add Athletes	6
Register for Individual Events	7
Register for Group Events (Relays)	9
Set Up A Team	9
Register A Team For Group Events	11



# Signup

The screenshot shows the homepage of the "Sports Events Registration System". It features a logo with a stylized figure and the text "體育賽事報名系統" and "Sports Events Registration System". Below the logo, there is a section titled "註冊事項" (Registration Items) with instructions for "新生系報名" (New Student Registration) and "中山·高科·高大聯合新生田徑賽" (Zhongshan · Gaoke · Gao大 Joint Freshman Athletics Competition). It also displays the start date of the competition: [2022 UAK Freshman Athletics Game in NSYSU] Registration for foreign students starts at 2022/10/02 09:00. At the bottom, there are two buttons: "登入 Login" (Login) and "註冊 Signup" (Signup).

1. Please open registration website.

The screenshot shows the registration page after clicking the "Signup" button. A dropdown menu titled "請選擇註冊身份別 Identity:" (Please select your identity) is open. The menu lists three options: "個人報名 Individual" (selected), "大專院校 University", and "一般單位 Organization".

2. Click "Signup".

The screenshot shows the registration page with the "Individual" identity selected in the dropdown menu. The dropdown menu is now closed, and the registration form fields are visible again.

3. If you **only** want to register for *Individual Events*, please select "Individual"; otherwise, please select "Organization"

## Individual Signup

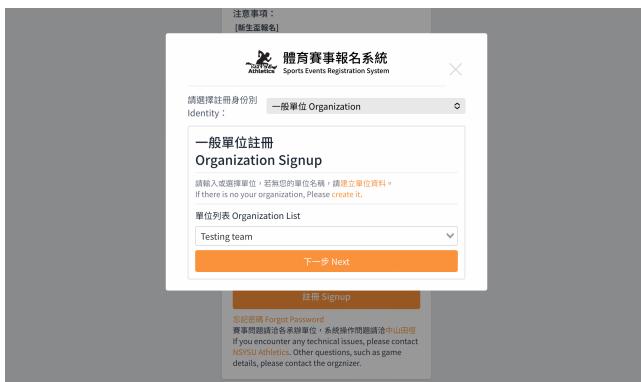
The screenshot shows the "Individual Signup" form. All fields are filled with placeholder text: Email (tester@gmail.com), Name (Foreign Tester), Phone (TW) (0987654321), Password (a series of dots), and Confirm Password (a series of dots). At the bottom, there is a "註冊 Signup" (Register) button.

1. Please fill in all the blanks, and click "Signup".

If you don't have a phone number in Taiwan, please just fill in 0987654321 in order to pass the data validation. (IF NECESSARY)

# Organization Signup

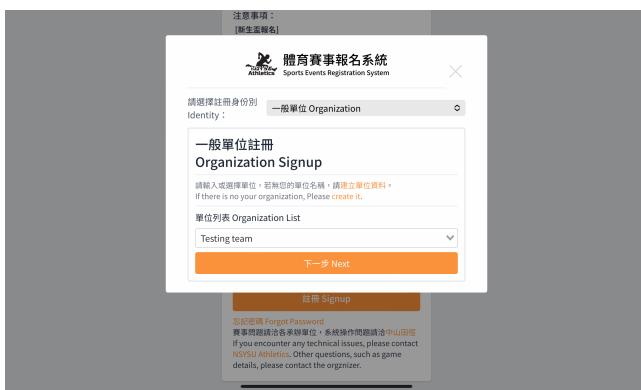
## Select your organization



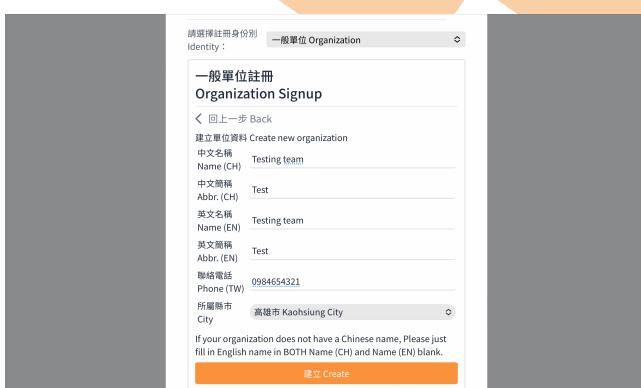
1. If you want to register for not only *Individual Events* but also *Relays*, please select this option (Organization Signup).

If there is no your organization in the *Organization List*, please go to the next step to create it. Otherwise, select you organization and go to step 5. In this tutorial, we use “Testing team” for example.

## Create your organization



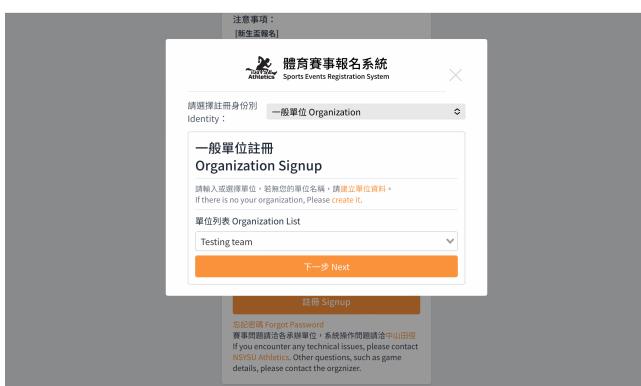
2. Click “create it”.



3. Then, fill in all the blanks. If your organization/team does not have a Chinese name, just fill in English name.

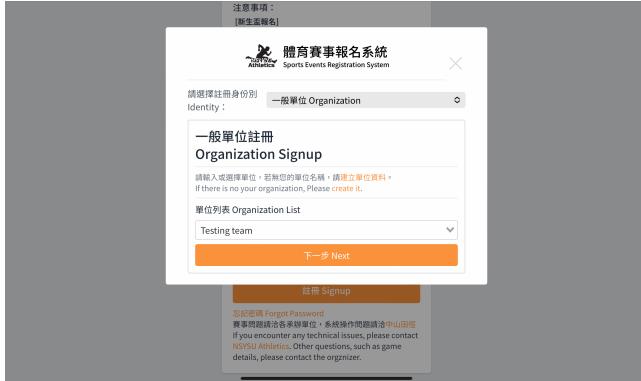
Also, if you don't have a phone number in Taiwan, please input 0987654321 to pass the data validation.

Finally, select Kaohsiung City, or whatever city you like, then click “Create”.



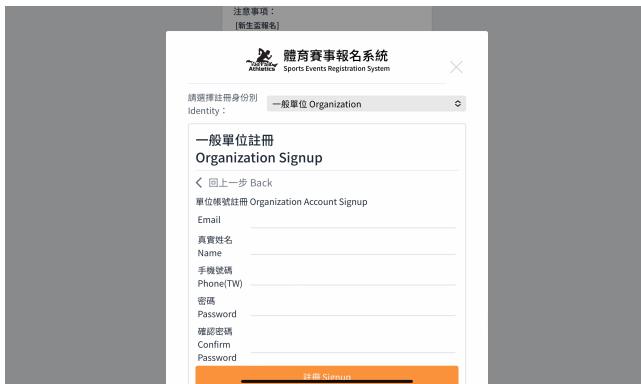
4. Click “Back” .

## Organization Account Signup



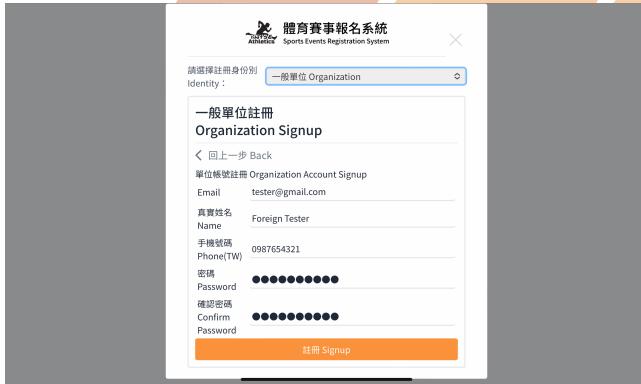
This screenshot shows the first step of the organization account signup process. It features a header with the logo and name of the system. A dropdown menu for selecting the registration identity is open, showing the option "一般單位 Organization". Below this, a section titled "Organization Signup" contains a note about entering or selecting the unit name. A dropdown menu for "單位列表 Organization List" shows "Testing team" selected. At the bottom is an orange "註冊 Signup" button.

5. Select your organization, then click "Next".



This screenshot shows the second step of the organization account signup process. The "Identity" dropdown is still set to "一般單位 Organization". The "Organization Signup" section is visible, along with a "Back" link and a note about the purpose of the system. Below are input fields for "Email", "真實姓名 Name", "手機號碼 Phone(TW)", "密碼 Password", and "確認密碼 Confirm Password". An orange "註冊 Signup" button is at the bottom.

6. Fill in all blanks.



This screenshot shows the third step of the organization account signup process. The "Identity" dropdown is now set to "一般單位 Organization". The "Organization Signup" section is visible, along with a "Back" link. The input fields have been filled with sample data: Email (tester@gmail.com), 真實姓名 (Foreign Tester), 手機號碼 (0987654321), 密碼 (a series of black dots), and 確認密碼 (also a series of black dots). An orange "註冊 Signup" button is at the bottom.

7. Click "Signup".

# Login

The screenshot shows the login interface of the Sports Events Registration System. It includes fields for account number (Email: tester@gmail.com) and password (a series of dots), along with 'Login' and 'Signup' buttons. A note at the bottom right provides contact information for technical issues.

註冊登場  
請由各系所班主任統一進行報名。報名請選擇「大專院校」欄位，切勿選擇個人姓名或一般單位，以免造成報名失敗。

【中山 - 高科・高大聯合新堂田徑賽】  
中山選手依照新生工作表；高科、高大選手請在註冊完畢後繫各校田徑隊通報號。

[2022 UA&K Freshman Athletics Game in NSYSU]  
Registration for foreign students starts at  
2022/10/02 09:00

帳號 Account  
tester@gmail.com

密碼 Password  
●●●●●●●●●●●●

登入 Login

註冊 Signup

忘記密碼 Forget Password  
賽事問題請洽各承辦單位，系統操作問題請洽中山田徑  
If you encounter any technical issues, please contact  
NSYSU Athletics. Other questions, such as game  
details, please contact the organizer.

1. Input your account and password, then click "Login".

The screenshot shows the account dashboard. It displays account information (Email: tester@gmail.com, Name: Foreign Tester, Perm.: Organizational, Org.: Testing team) and actions (Account, Athletes). A game list table shows one entry: Athletics, Deadline: 2022-10-17 17:00, Game: 2022 University Athletics Association of Kaohsiung Freshman Athletics Game.

體育賽事報名系統  
Sports Events Registration System

中文 登出

Account Info

Email: tester@gmail.com  
Name: Foreign Tester  
Perm.: Organizational  
Org.: Testing team

Actions

Account Athletes

Game List

Sport	Deadline	Game
Athletics	2022-10-17 17:00	2022 University Athletics Association of Kaohsiung Freshman Athletics Game

2. After that, you will see this page, which means you have successfully logged in.

# Add Athletes

You have to add athletes data to the system before registering for any events.

This screenshot shows the main dashboard of the Sports Events Registration System. It includes sections for Account Info (Email: test@gmail.com, Name: TESTER, Perm.: Organizational, Org.: Individual), Actions (Account, Athletes), and Game List (Sport: Athletics, Deadline: 2022-10-17 17:00, Game: 2022 University Athletics Association of Kaohsiung Freshman Athletics Game).

1. Click “Athletes”.

This screenshot shows the "Athletes Of This Organization / Department" section. It includes fields for ARC/Unified ID, Organization, Department, Name, and Sex, with an "Add" button.

2. Then, you will see this page, please click “Add”.

If your account is an individual account (Individual signup), you will only see *Athletes Of This Organization / Department* section.

This screenshot shows the "New Athlete" form. It includes fields for ARC/Unified ID (AB12345678), Name (TESTER), Sex (Male), Birthday (Oct 1, 2001), and Phone (TW) (0987654321). There is also a "Back" button and an "Add" button.

3. Please fill in required blanks, then click “Add”.

Phone number is optional.

# Register for Individual Events

The screenshot shows the 'Sports Events Registration System' interface. At the top, there are links for '中文' (Chinese) and '登出' (Logout). Below this is the 'Account Info' section, which includes fields for Email (tester@gmail.com), Name (Foreign Tester), Perm. (Organizational), and Org. (Testing team). The 'Actions' section contains two buttons: 'Account' and 'Athletes'. The 'Game List' section displays a table with columns: Sport, Deadline, and Game. A single row is shown: Athletics, 2022-10-17 17:00, and 2022 University Athletics Association of Kaohsiung Freshman Athletics Game.

1. Click “2022 University Athletics Association of Kaohsiung Freshman Athletics Game” in the *Game List*.

The screenshot shows the 'Actions' page of the 'Sports Events Registration System'. At the top, there are links for '中文' (Chinese) and '登出' (Logout). Below this is a 'Back' button. The 'Actions' section contains two buttons: 'Individual' and 'Group'. A large orange arrow points from the 'Game List' step to this screen.

2. Click “Individual”.

If you are Individual account, you will only see “Individual” button.

The screenshot shows the 'Individual Events' registration page. At the top, there are links for '中文' (Chinese) and '登出' (Logout). Below this is a 'Back' button. The 'Individual Events' section contains fields for 'Athlete' (dropdown menu), 'Division' (dropdown menu), and 'Event' (dropdown menu). An 'Add' button is located below these fields. The 'Registered' section is currently empty.

3. First, select the athlete you want to register, then select division and event.

The screenshot shows the 'Individual Events' registration page with specific values selected. The 'Athlete' dropdown is set to 'TESTER', the 'Division' dropdown is set to 'Men', and the 'Event' dropdown is set to '100 Metres'. The 'Add' button is visible at the bottom of the 'Individual Events' section. The 'Registered' section is currently empty.

4. Click “Add”.

 賽事報名系統  
Sports Events Registration System

中文 登出

Back

**Individual Events**

Athlete	Division	Event	Add

**Registered**

Name	Division	Event	Delete
TESTER	男子组	100公尺	Delete

5. Repeat step 3 and 4 until you registered all athletes' individual events.

 賽事報名系統  
Sports Events Registration System

中文 登出

Back

**Actions**

Register for individual events or group events.

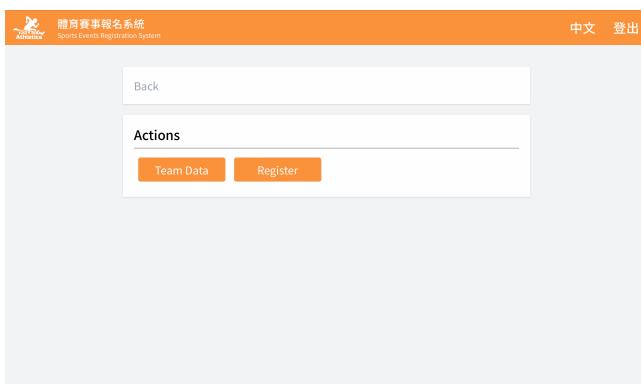
**Individual** **Group**

6. Then click “Back” to the starting page.

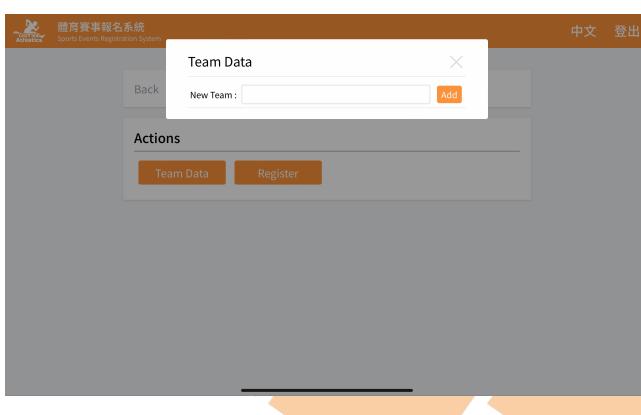
# Register for Group Events (Relays)

Group events registration have two steps, set up a team, and then register it.

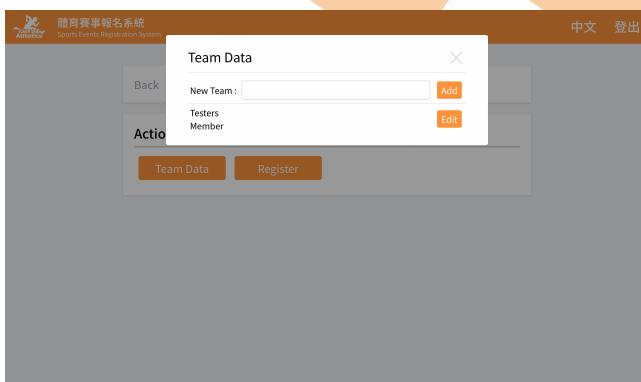
## Set Up A Team



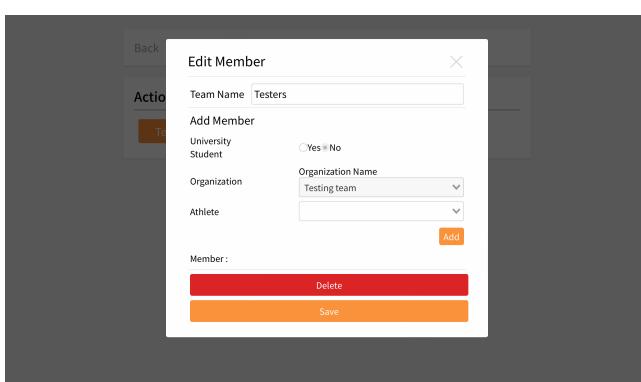
1. Click "Team Data".



2. Input your team name to the blank.



3. Click "Add", then click "Edit" on the team that you just created.



4. Select an athlete that you want to add to this team.

Team Name: Testers

University Student: Yes

Organization Name: Testing team

Athlete: TESTER

Add

Member:

Delete

Save

5. Click “Add”.

Team Name: Testers

University Student: Yes

Organization Name: Testing team

Athlete: TESTER

Add

Member:

TESTER ... Delete

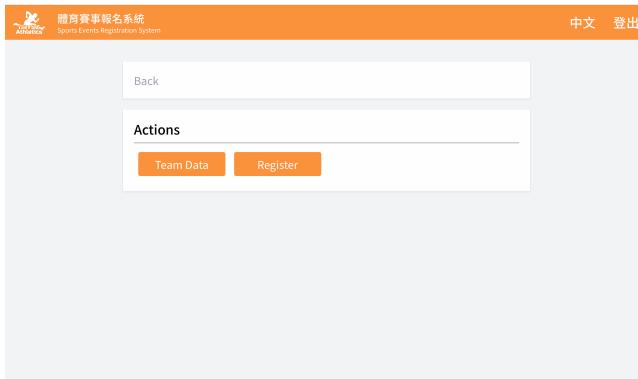
Delete

Save

5. Then click “Save”.

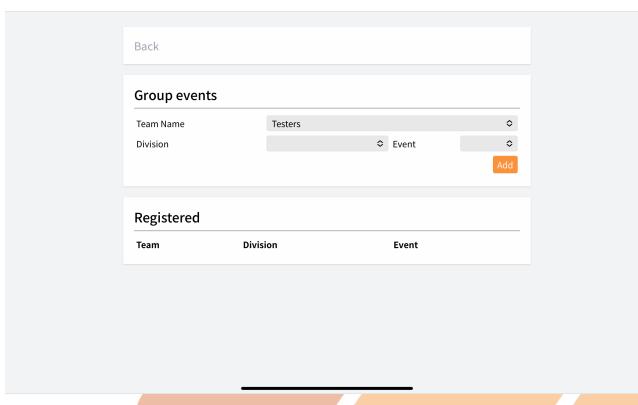
Repeat step 4 & 5 to add all your athletes of this team.

# Register A Team For Group Events



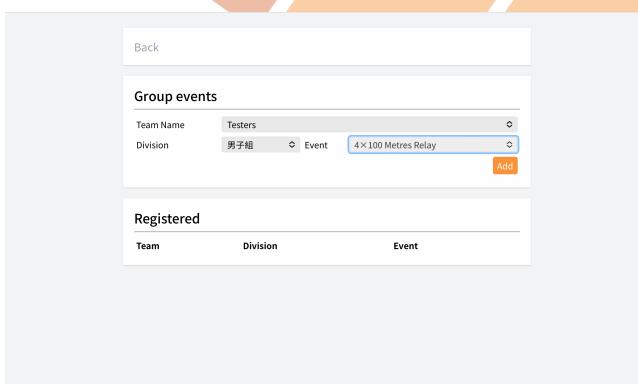
The screenshot shows the main interface of the registration system. At the top, there's a navigation bar with the logo and text "Sports Events Registration System". Below it is a "Actions" section containing two buttons: "Team Data" and "Register".

1. Click “Register”.



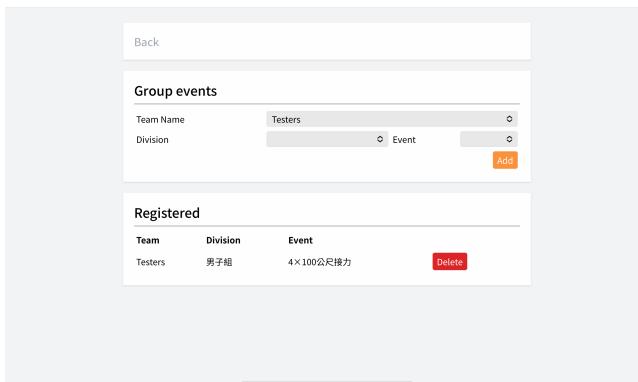
The screenshot shows the "Group events" registration page. It includes fields for "Team Name" (Testers) and "Division" (男子组). The "Event" dropdown is open, showing "4×100 Metres Relay" as the selected option. An "Add" button is visible at the bottom right of the dropdown.

2. Select your team, then select the division and event that you want to register.



The screenshot shows the "Group events" registration page after adding an event. The "Event" dropdown now shows "4×100 Metres Relay" as registered. The "Add" button is no longer visible.

3. Click “Add”.



The screenshot shows the "Group events" registration page with the registered event listed. The entry shows "Testers" under "Team", "男子组" under "Division", and "4×100公尺接力" under "Event". A red "Delete" button is located to the right of the registered entry.

4. Repeat step 2 & 3 to add all group events you want to register.

Congratulations!

You have completed the whole registration process of  
UAAK Freshman Athletics Game NSYSU 2022.

If you have any further questions,  
please contact our Facebook page: NSYSU Athletics.

We are looking forward to see you on the track!

