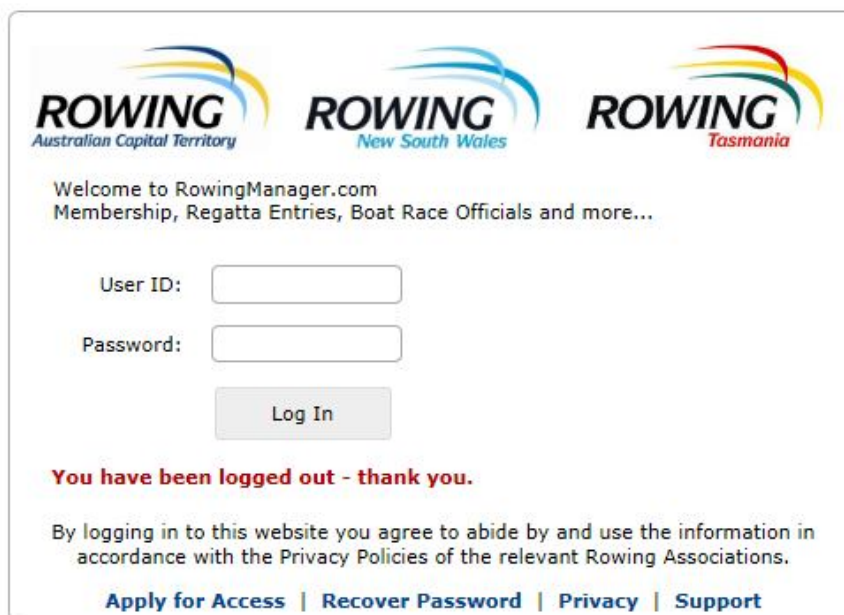


## Request/Recover Password

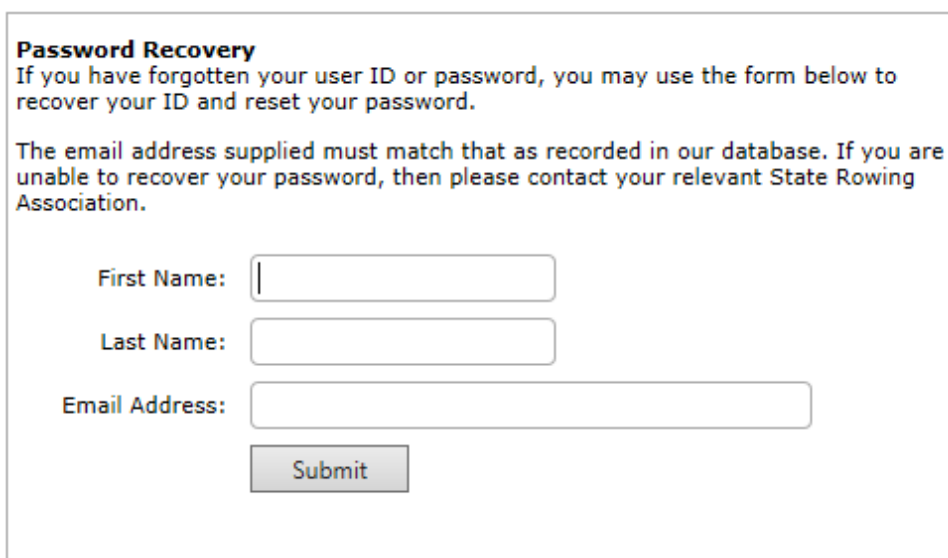
All ROMS users have been migrated to Rowing Manager. As long as you had an email address in ROMS, you may be able to obtain access to Rowing Manager by following this process.

On the initial splash page, click on **Recover Password**.



The splash page features three logos at the top: 'ROWING Australian Capital Territory', 'ROWING New South Wales', and 'ROWING Tasmania'. Below the logos, the text reads: 'Welcome to RowingManager.com Membership, Regatta Entries, Boat Race Officials and more...'. There are two input fields: 'User ID:' and 'Password:'. A 'Log In' button is positioned below the password field. A red message states: 'You have been logged out - thank you.' Below this, a disclaimer says: 'By logging in to this website you agree to abide by and use the information in accordance with the Privacy Policies of the relevant Rowing Associations.' At the bottom, there are four links: 'Apply for Access | Recover Password | Privacy | Support'.

This will display the following additional fields allowing you to enter your first and last names and email address.



**Password Recovery**  
If you have forgotten your user ID or password, you may use the form below to recover your ID and reset your password.

The email address supplied must match that as recorded in our database. If you are unable to recover your password, then please contact your relevant State Rowing Association.

First Name:

Last Name:

Email Address:

If these match the data from ROMS, or loaded into Rowing Manager, you will receive an email which will initiate a recovery process. Otherwise you will receive an error message – in which case please contact your Club or School administrator and request access to Rowing Manager.