



Member and Tournament Registration from 2020



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2. Summary

From 2020 Table Tennis NSW will be using Revolutionise Sport to manage member and affiliate registrations and process entries for Tournaments. Revolutionise allows individuals and affiliates to manage their own registration details through the online system. It also allows members to register for Tournaments (Events in Revolutionise lingo) online.

Member and Tournament Registration from 2020

3. Register with TTNSW.

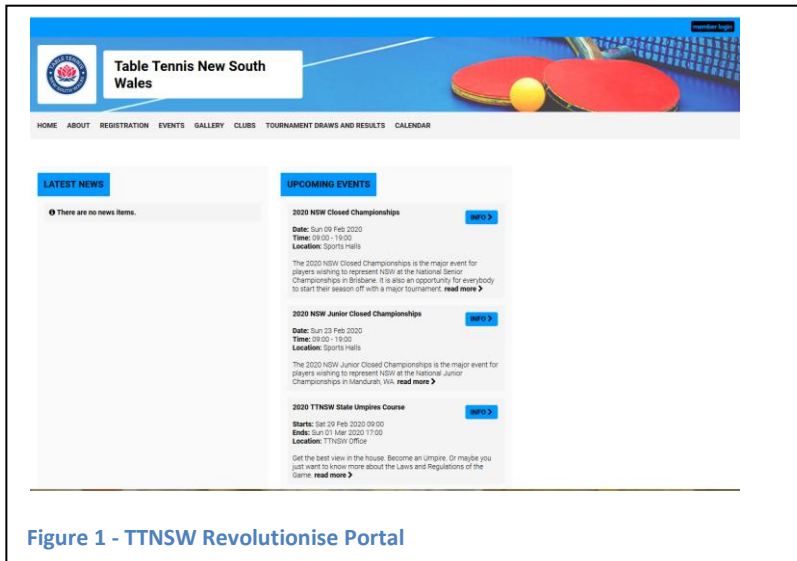


Figure 1 - TTNSW Revolutionise Portal

1. To do this go to <https://www.revolutionise.com.au/ttnsw/>. You should see a screen similar to the one shown in Figure 1 - TTNSW Revolutionise Portal.

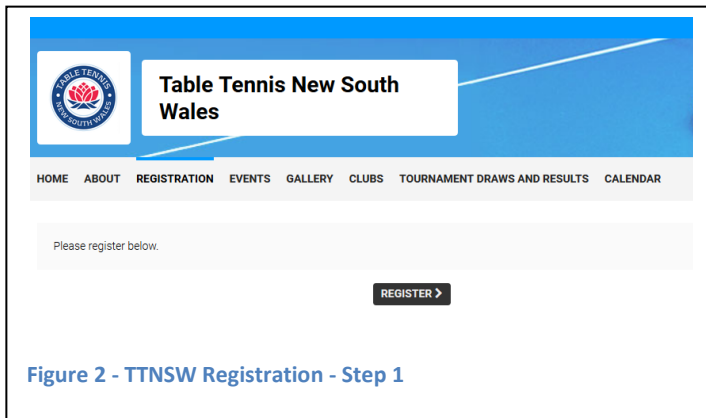


Figure 2 - TTNSW Registration - Step 1

2. Click on the "Registration" menu item at the top. Once you have done this you should see a screen similar to the one shown in Figure 2 - TTNSW Registration - Step 1.

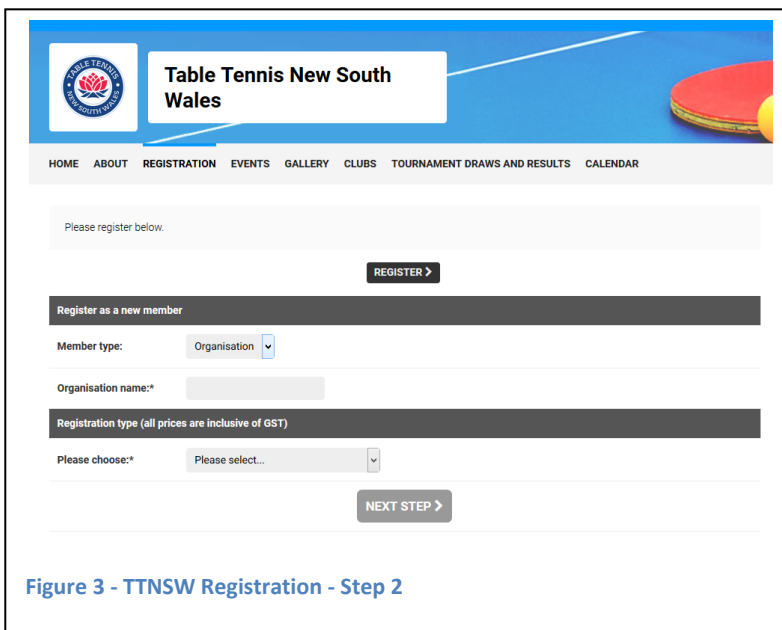
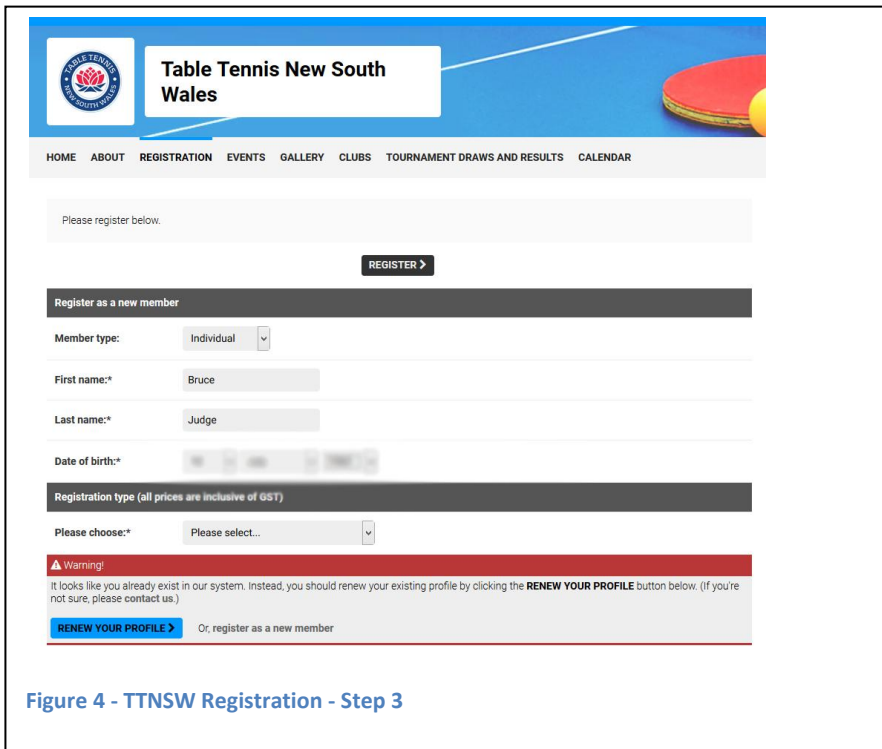


Figure 3 - TTNSW Registration - Step 2

3. Click on the "Register" button. You should now see a screen similar to the one shown in Figure 3 - TTNSW Registration - Step 2.

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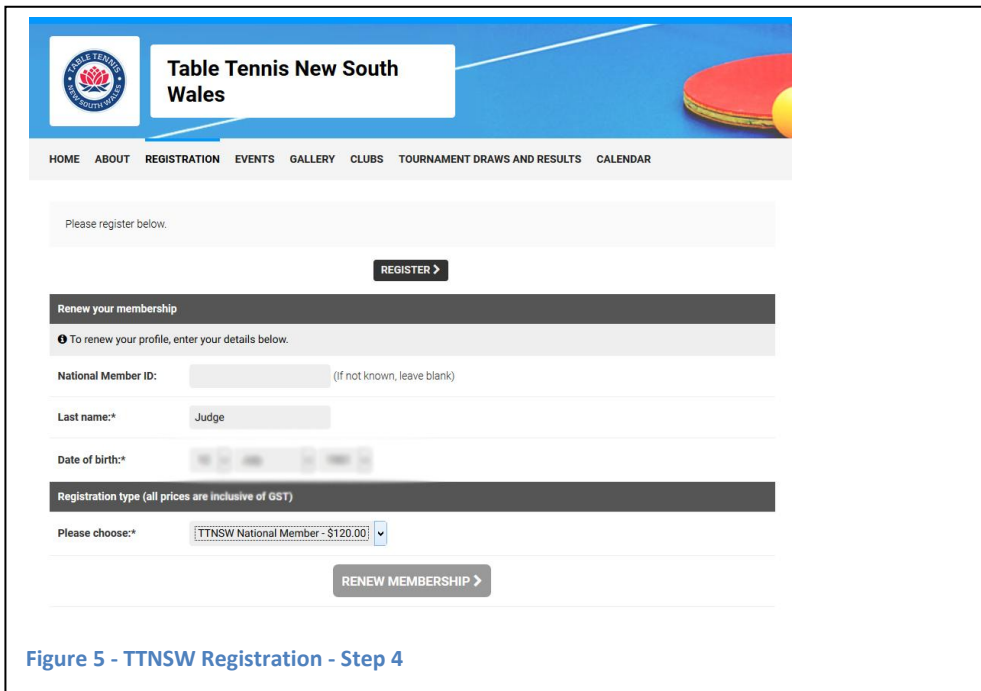
4. Change "Member Type" to Individual. You should now see a screen similar to the one shown in Figure 4 - TTNSW



Registration - Step 3. The screen will not have any Names or other details on it. Once you type in your "First Name", "Last Name" and "Date of Birth", if the system already has a record of you, you will see the Red Warning part of the screen appear. If the Red Warning Appears click on the blue "Renew your Profile" button.

Figure 4 - TTNSW Registration - Step 3

5. Once you have clicked on the blue "Renew your Profile" button you should see a screen similar to the one



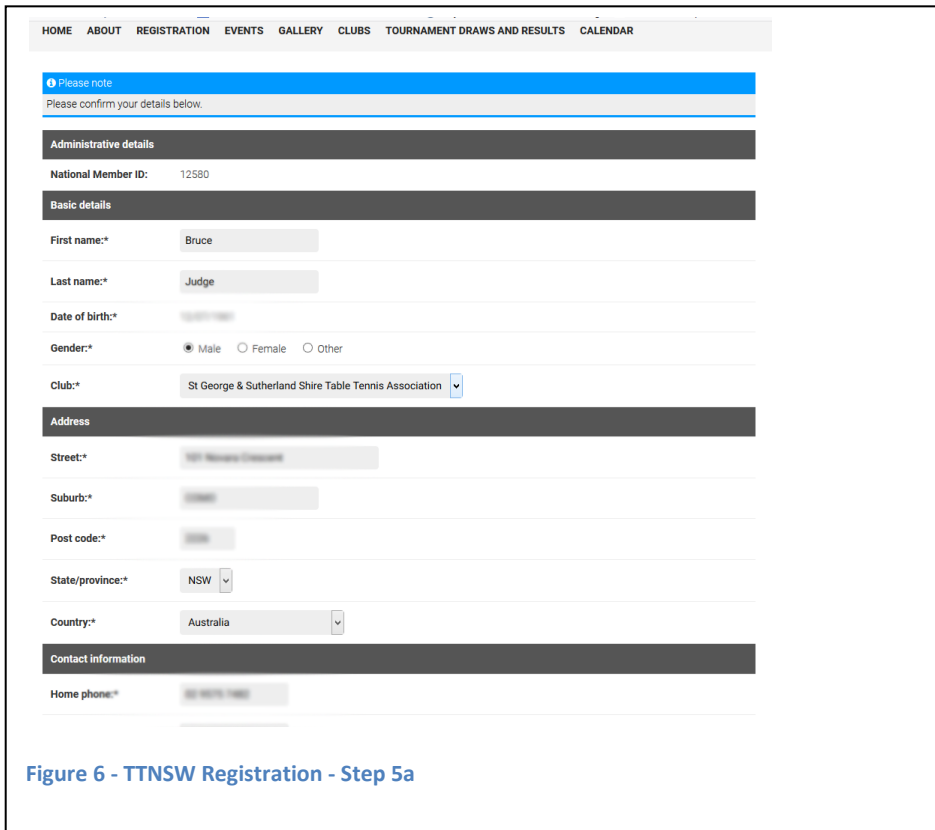
shown in Figure 5 - TTNSW Registration - Step 4, minus any details. Fill out your Last Name and Date of Birth, then select a registration level that is appropriate to your needs and then click on the "Renew Membership" button.

Figure 5 - TTNSW Registration - Step 4

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6. After pressing the "Renew Membership" button you will be taken to a screen that allows you to update your

personal details as shown in Figure 6 - TTNSW Registration - Step 5a. This screen is scrollable and you should scroll through all the details and update or add them as required. You MUST select a club. This is particularly important if you play tournaments.



HOME ABOUT REGISTRATION EVENTS GALLERY CLUBS TOURNAMENT DRAWS AND RESULTS CALENDAR

Please note
Please confirm your details below.

Administrative details
National Member ID: 12580

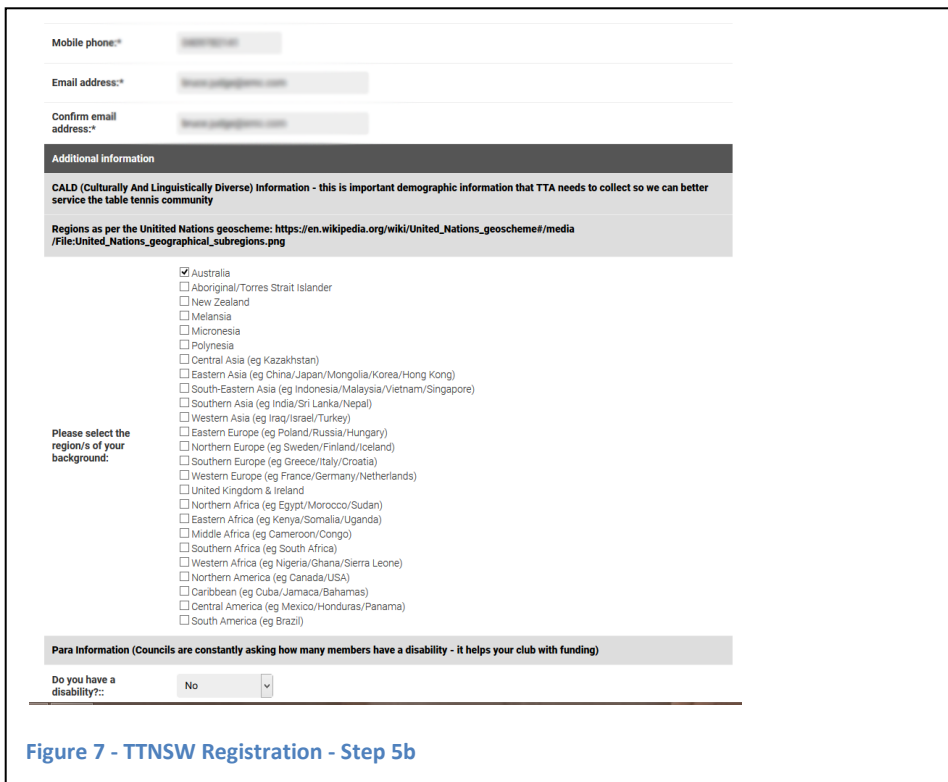
Basic details
First name:* Bruce
Last name:* Judge
Date of birth:*
Gender:* Male Female Other
Club:* St George & Sutherland Shire Table Tennis Association

Address
Street:*
Suburb:*
Post code:*
State/province:* NSW
Country:* Australia

Contact information
Home phone:*

Figure 6 - TTNSW Registration - Step 5a

7. You should complete the CALD question and the disability question, as shown in Figure 7 - TTNSW Registration - Step 5b, and then scroll down.



Mobile phone:*

Email address:*

Confirm email address:*

Additional information
CALD (Culturally And Linguistically Diverse) Information - this is important demographic information that TTA needs to collect so we can better service the table tennis community
Regions as per the United Nations geoscheme: https://en.wikipedia.org/wiki/United_Nations_geoscheme#/media/File:United_Nations_geographical_subregions.png

Australia
 Aboriginal/Torres Strait Islander
 New Zealand
 Melanesia
 Micronesia
 Polynesia
 Central Asia (eg Kazakhstan)
 Eastern Asia (eg China/Japan/Mongolia/Korea/Hong Kong)
 South-Eastern Asia (eg Indonesia/Malaysia/Vietnam/Singapore)
 Southern Asia (eg India/Sri Lanka/Nepal)
 Western Asia (eg Iraq/Israel/Turkey)
 Eastern Europe (eg Poland/Russia/Hungary)
 Northern Europe (eg Sweden/Finland/Iceland)
 Southern Europe (eg Greece/Italy/Croatia)
 Western Europe (eg France/Germany/Netherlands)
 United Kingdom & Ireland
 Northern Africa (eg Egypt/Morocco/Sudan)
 Eastern Africa (eg Kenya/Somalia/Uganda)
 Middle Africa (eg Cameroon/Congo)
 Southern Africa (eg South Africa)
 Western Africa (eg Nigeria/Ghana/Sierra Leone)
 Northern America (eg Canada/USA)
 Caribbean (eg Cuba/Jamaica/Bahamas)
 Central America (eg Mexico/Honduras/Panama)
 South America (eg Brazil)

Para Information (Councils are constantly asking how many members have a disability - it helps your club with funding)
Do you have a disability?: No

Figure 7 - TTNSW Registration - Step 5b

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8. The "Preferred Name" and "Ratings Central ID", as shown in Figure 8 - TTNSW Registration - Step 5c, should be

completed as well. The "Preferred Name" field is useful for people who are known by a different name than their Passport Name. e.g. "Bill" instead of "William", "Fiona" instead of "Yun Fei". If you have a Ratings Central ID, please enter it so that we are able to cross check against other systems. We want the ID not your rating.

The screenshot shows a registration form with the following fields and options:

- disability?: NO
- TTA handles personal information in accordance with the TTA Privacy Policy. Although TTA does not currently provide any personal information to external parties and has no intention of providing any personal information to external parties in the future.
- I do not consent to my personal information being provided to any third parties that are not affiliated with TTA, TTA insurers, professional advisers (e.g. accountants, auditors, lawyers, etc.) and relevant sporting bodies (e.g. Sports Australia)
- Please Tick this box to Opt out of information sharing:
- Preferred Name: [text input]
- Ratings Central ID: [text input]
- Are you of Aboriginal and/or Torres Strait Islander origin?: No
- What Country where you born in?: [text input]
- Where do you play ?, Please list Club / s: [text input, Max. 255 characters]
- What Region do you play?: Country City
- Year first Registered: 01/01/2013
- Financial Date: 31/12/2017
- Membership Type: [text input]
- Profile photo: [upload area]
- Your photo should be a passport-style photo in JPG or PNG format, and cannot exceed 5MB. Your photo must adhere to the Terms of Registration.

Figure 8 - TTNSW Registration - Step 5c

9. Scroll down and check the boxes under "Terms of Registration", complete the question to prove you are a

human, as shown in Figure 9 - TTNSW Registration - Step 5d, and then click on the "Renew Membership" button. You can also add a profile picture before clicking on the "Renew Membership" button.

The screenshot shows the bottom part of the registration form with the following elements:

- Financial Date: 31/12/2017
- Membership Type: [text input]
- Profile photo: [upload area]
- Your photo should be a passport-style photo in JPG or PNG format, and cannot exceed 5MB. Your photo must adhere to the Terms of Registration.
- Replace photo: [Browse... No file selected.]
- Terms of Registration: [Download]
- I agree to the Terms of Registration.*
- I am over 18, or, if I am under 18, this registration has been filled out by and endorsed by my parent or guardian.*
- Prove you're human
- Add two & three together: 5
- RENEW MEMBERSHIP >

Figure 9 - TTNSW Registration - Step 5d



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- Once you have clicked on the "Renew Membership" you will be presented with a screen (see Figure 10 - TTNSW Registration - Step 6 for an example) that gives you different options for paying for your membership. You can pay via Credit Card online (2% surcharge), Bank Transfer (free) and Cash (10% surcharge).

Tax Invoice/Statement

[@ DOWNLOAD](#)

Information	
Account name:	Test User 1 Test User
Invoice reference:	ME10083
Date of issue:	27 Jan 2020
Status:	Unpaid
Item	Amount
Event registration: 2020 NSW Junior Closed Championships	\$53.00
Subtotal	\$48.18
GST	\$4.82
Total	\$53.00

How to Pay

Pay via Debit/Credit Card

You can pay via Debit/Credit card below. A 2.0% and/or transaction fee applies.

PAY NOW >

VISA MasterCard

Powered by Pin Payments

Pay via Bank Deposit

Bank: Commonwealth Bank
Acct Name: Table Tennis New South Wales
BSB: 062646
Account Number: 10034653
Reference: ME10083

Pay via Cheque

Draw cheque to: Table Tennis New South Wales

Pay via Cash

A 10% surcharge (rounded to the nearest dollar) or \$5, whichever is the greater, will be charged for Cash Payments. If you wish to avoid fees altogether use the option to pay via Bank Deposit.

ⓘ This invoice has been issued by **Table Tennis New South Wales**, 59 Bailey Parade Peakhurst NSW 2210.

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Figure 10 - TTNSW Registration - Step 6

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4. Register for a Tournament

4.1. Log In

1. Click on the following link: <https://www.revolutionise.com.au/ttnsw/>. The TTNSW Revolutionise Home page is displayed as shown in Figure 11 - TTNSW Revolutionise Portal. Click on the "Member Login" button (as shown in Figure 11 - TTNSW Revolutionise Portal with the Red box around it). The Login Page is then displayed (as shown in Figure 12 - Revolutionise Sport Login - Step 1)

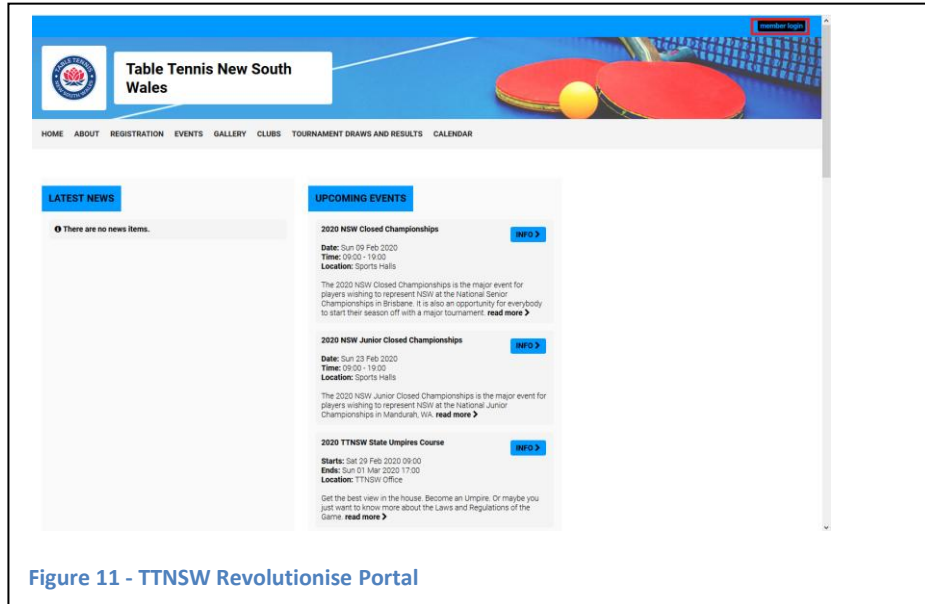


Figure 11 - TTNSW Revolutionise Portal

2. Enter your Revolutionise Username and password and click on the "Log In" button. If you don't know your Username and password then request details by clicking on the "Forgot login details" link below the Login Button. You should record your login details as you will need them to register for **ALL** tournaments from the 2020 NSW Junior Closed onwards.

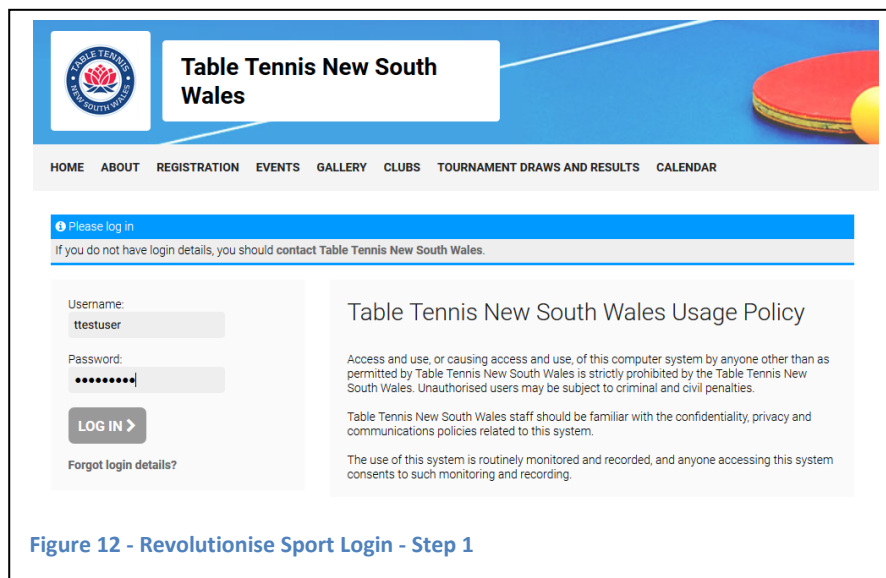


Figure 12 - Revolutionise Sport Login - Step 1



Member and Tournament Registration from 2020



3. Once you are logged in, you should see a screen similar to the one shown in Figure 13 = Revolutionise Sport Login - Step 2.

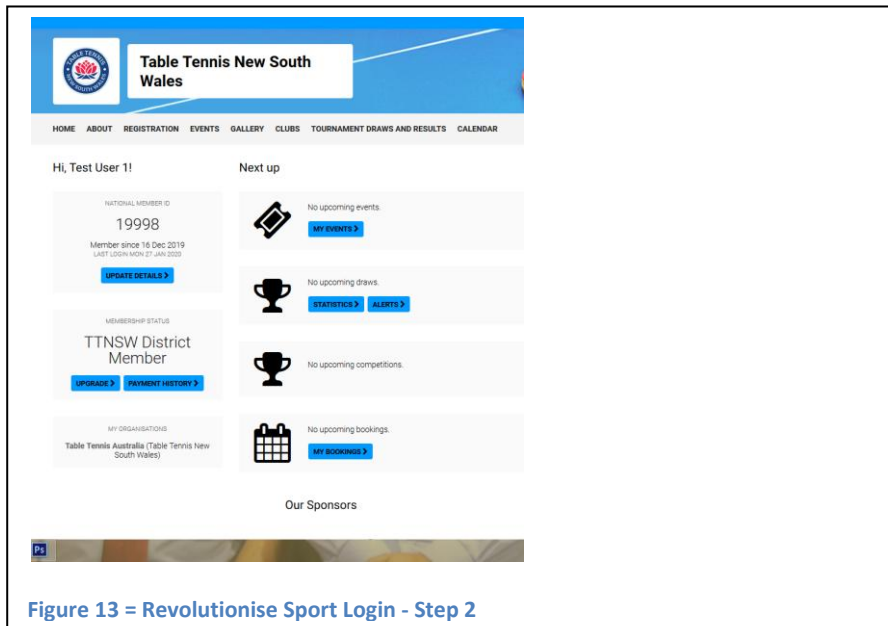


Figure 13 = Revolutionise Sport Login - Step 2

4.2. Register for a Specific Tournament (Event)

1. Once you have clicked on "Events" (and you are logged in) you should see a screen similar to the one shown in Figure 14 - Revolutionise Login -Step 3. Click on the "Register" button beside the Tournament/Event you wish to enter.

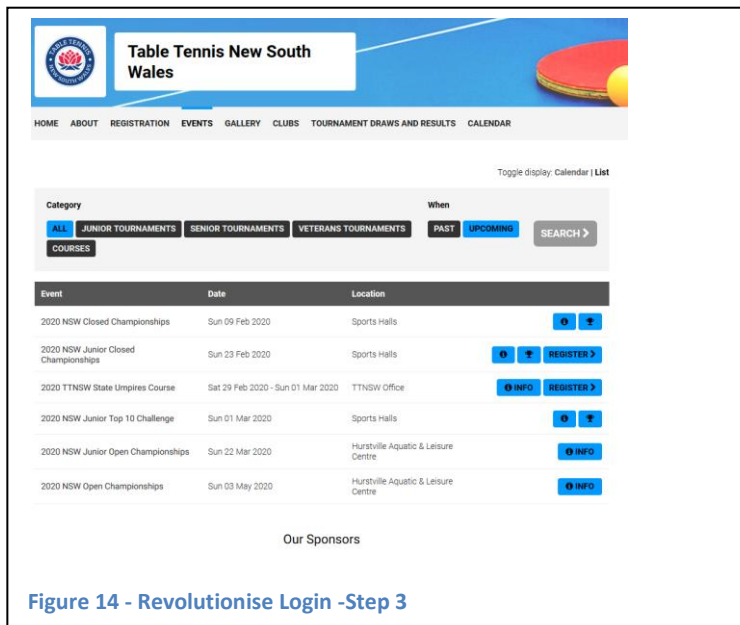


Figure 14 - Revolutionise Login -Step 3

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2. If you see a screen similar to the one shown in Figure 15 - Revolutionise Sport Event Registration 1a, after you have

clicked on "Register" beside the appropriate event, then you are not registered at the appropriate level. You will need to upgrade your membership before you can register for the tournament. Please refer to the "Standard Tournament Conditions - 2020" for the appropriate level of registration required for the Tournament.

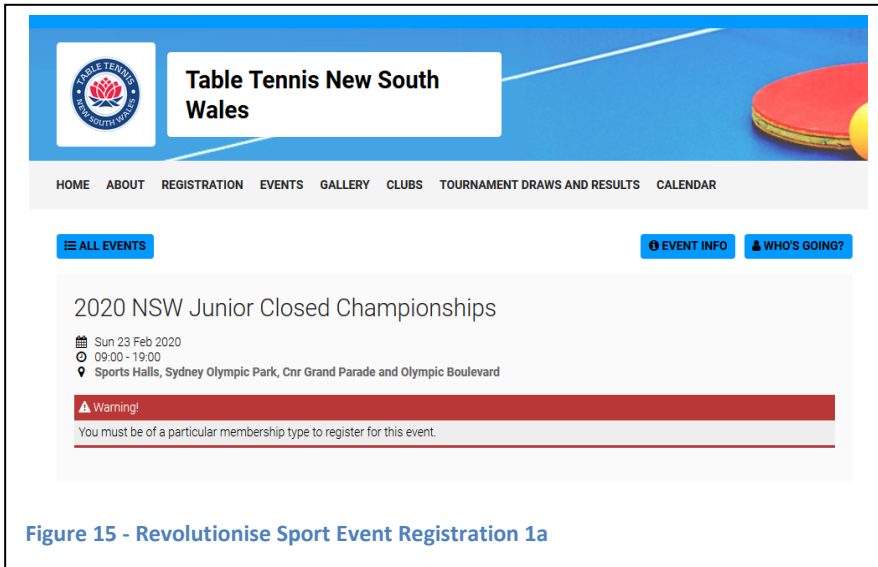


Figure 15 - Revolutionise Sport Event Registration 1a

3. If you are registered at an appropriate level then you should see a screen similar to the one shown in Figure 16 - Revolutionise Sport Event Registration - 1b. Expand the timeslots to show the events in each timeslot.

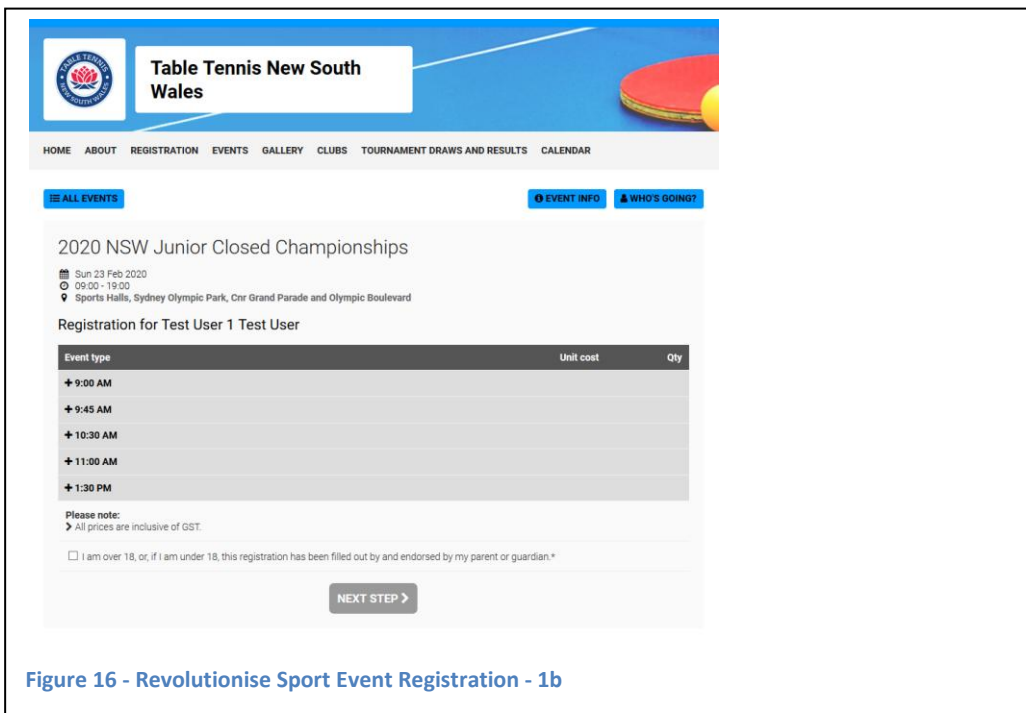


Figure 16 - Revolutionise Sport Event Registration - 1b



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- Once you have expanded the timeslots you will see all the events that you are entitle to enter based on your Gender and Age. To enter an event select "1" against the event you wish to enter. If the event is a doubles event, then an extra field will appear below the event you are trying to enter.. This field is for you to specify your Partner's Name. If you don't have a partner enter "Partner Required". Once you have selected all the events you wish to enter click on "Next Step".

2020 NSW Junior Closed Championships

Sun 23 Feb 2020
09:00 - 19:00
Sports Halls, Sydney Olympic Park, Cnr Grand Parade and Olympic Boulevard

Registration for Test User 1 Test User

Event type	Unit cost	Qty
- 9:00 AM		
03 - U/18 Boy's Doubles - Earlybird Entry	\$14.00	1
Event #1 Name #1	Fred Nerk	
- 9:45 AM		
07 - U/15 Boy's Doubles - Earlybird Entry	\$14.00	1
Event #1 Name #1	Partner Required	
+ 10:30 AM		
- 11:00 AM		
01 - U/18 Boy's Singles - Earlybird Entry	\$25.00	1
+ 1:30 PM		

Please note:
All prices are inclusive of GST.

I am over 18, or, if I am under 18, this registration has been filled out by and endorsed by my parent or guardian.*

NEXT STEP >

event, then an extra field will appear below the event you are trying to enter.. This field is for you to specify your Partner's Name. If you don't have a partner enter "Partner Required". Once you have selected all the events you wish to enter click on "Next Step".

Figure 17 - Revolutionise Sport Event Registration 2

- After pressing "Next Step" you should see a confirmation page similar to the one shown in Figure 18 - Revolutionise Sport Event Registration 3. If you have a "Discount Code" for the tournament you can enter it on this screen. Once you are happy press the "Confirm" button.

Confirm your registration below.

Personal details

Name: Test User 1 Test User

Email: [redacted]

Phone number: [redacted]

Address: NSW 1

Purchase details

Event type	Each	Qty	Subtotal
03 - U/18 Boy's Doubles - Earlybird Entry	\$14.00	1	\$14.00
Event #1 Name #1	Fred Nerk		
07 - U/15 Boy's Doubles - Earlybird Entry	\$14.00	1	\$14.00
Event #1 Name #1	Partner Required		
01 - U/18 Boy's Singles - Earlybird Entry	\$25.00	1	\$25.00

Discount code: [input field]

Total 3 **\$53.00**

CONFIRM >

Figure 18 - Revolutionise Sport Event Registration 3



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6. After pressing the "Confirm" button, you should see a screen similar to the one shown in Figure 19 - Revolutionise Sport Event Registration 4. Please look at the options for paying the invoice as shown on the screen. You can pay

via Credit Card online (2% surcharge), Bank Transfer (free) and Cash (10% surcharge).

Tax Invoice/Statement

[DOWNLOAD](#)

Information

Account name: Test User 1 Test User

Invoice reference: ME10083

Date of issue: 27 Jan 2020

Status: Unpaid

Item	Amount
Event registration: 2020 NSW Junior Closed Championships	\$53.00
Subtotal	\$48.18
GST	\$4.82
Total	\$53.00

How to Pay

Pay via Debit/Credit Card

You can pay via Debit/Credit card below. A 2.0% and/or transaction fee applies.

PAY NOW >

Powered by Pin Payments

Pay via Bank Deposit

Bank: Commonwealth Bank
Acct Name: Table Tennis New South Wales
BSB: 062546
Account Number: 10034653
Reference: ME10083

Pay via Cheque

Draw cheque to: Table Tennis New South Wales

Pay via Cash

A 10% surcharge (rounded to the nearest dollar) or \$5, whichever is the greater, will be charged for Cash Payments. If you wish to avoid fees altogether use the option to pay via Bank Deposit.

This invoice has been issued by Table Tennis New South Wales, 59 Bailey Parade Peakhurst NSW 2210.

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Figure 19 - Revolutionise Sport Event Registration 4

7. You have now entered your tournament.



Member and Tournament Registration from 2020



5. Frequently Asked Questions

5.1. I have submitted my entry online, but I have now been approached to play a doubles event with another player. How do I register for this extra event.

You can't. You can only register for a "Tournament" (Event) once. You need to make sure you know all the events you wish to enter prior to registering for the event. This might change one day, but I would not hold my breath.

You can send an e-mail to td@ttnsw.org.au requesting another event be added to the tournament entry.

You should organise all your doubles partners prior to submitting your entry.

5.2. I have submitted my entry online, but I have changed my mind about the events I wish to enter. How do I change events?

You don't.

You need to send an e-mail to td@ttnsw.org.au requesting the change of events.

5.3. I have submitted my entry online, but circumstances have changed I will not be able to participate in the tournament. How do I cancel my participation in the event.

You need to send an e-mail to td@ttnsw.org.au requesting the cancellation of your participation in the tournament.

Please also note that if you send the request for cancellation after the draws for the tournament have been published, then you will need to provide suitable documentation for your non participation to enable a refund of fees to be paid.

5.4. How do I claim my 5% Pre-Pay Discount with the online registration for a tournament.

Use the code supplied on the front page of the Entry Form / Prospectus.