



# Simplifying Technology for your Volunteers

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Annie Watson | AS, Club Services Officer





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# Using Technology to reduce your workload

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Annie Watson – Club Services Officer

2021 Club Conferences



# Topics to be covered

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Membership



Websites



Communication



Easy Admin Tools



On Water



# Website

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What do people need from your website?

# Do a Self Audit

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**The ultimate goal of self-auditing your company website is to...**

- Identify weaknesses that could be hindering performance and lead growth.
  - Discover opportunities for improvement in content quality, navigation, and user experience.
  - Forge a game-plan for ongoing site enhancement.
- 
- **Check your website links – do they all work?**
  - **Can't get to what you are looking for in three clicks? Have a look at your structure.**
  - **Do you still have old calendars or old photo albums on your main page?**
  - **Too much jargon?**

# FAQ Page

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+ Can I go sailing with your club?

+ What is WAGS and SAGS?

+ What should I expect from WAGS or SAGS sailing?

+ What will happen when I come to a WAGS or SAGS?

+ How long does a SAGS or WAGS race take?

+ What should I bring sailing?

+ What is crew etiquette at MBBC? How can I help out once aboard?

+ Today's sail was really great! What should I do now to become regular crew?

+ Do I have to be a member?

+ I have boat can I compete in WAGS and SAGS?

+ Does the sailing section have a Facebook page?

# What do you need?



Your FAQs should complement information that **exists elsewhere on your site**



Write your questions from your customer's perspective and answer from your club's perspective



Consider how you can strategically raise the right questions to educate people how to get involved with your club.



Be sure to double-check your information. Your FAQ sections need to be accurate.

## What should I bring sailing?

Some things that would be good to bring with you:

- Sunscreen
- Hat with a lanyard
- Sun glasses with a lanyard
- Towel
- Sun-safe clothing
- A water proof jacket if it looks like rain
- A change of clothes in the event you get wet from rain or spray
- Water bottle (most skippers will provide water but it's always a good idea to take your own.)

# New Mobile Friendly RevSport Webpage



The screenshot shows the Humpybong Yacht Club website. At the top, there is a dark navigation bar with social media icons (Facebook, Instagram, Twitter) on the left and a 'Log In' button on the right. Below this is a white navigation menu with the following items: Home, Learn to Sail, Sailing, Calendar, Join Us, Venue & Boat Hire, Shop, About, and Contact. The main header features the club's logo, 'HUMPYBONG YACHT CLUB', in a stylized font. The central banner image shows several sailboats on the water with the headline 'Sailing for everyone'. Below the image is a text block: 'We run a variety of events, mostly on Sundays. Sailing can easily be watched from the clubhouse or Woody Point Jetty. There is a grassed rigging area next to the boat ramp and launching can be achieved by hand, vehicle or with the aid of the club tractor.' Below the banner is a 'Latest news' section with three news items: 'HYC Social Event - Putt Putt' (dated 02 Jul 2021), 'CLUB CHAMPIONSHIPS ROUND 4' (dated 11 May 2021), and 'WOMEN'S AND GIRLS' REGATTA POSTPONED' (dated 10 May 2021). To the right of the news section is a 'CoVID-19 Management Plan' section with a sub-header and a paragraph of text. At the bottom right, there is a list of requirements, including 'Self assessment of your state of health and personal hygiene requirements'. The Australian Sailing logo is visible in the bottom right corner of the page.

f @ t Log In

HUMPYBONG  
YACHT CLUB

Home Learn to Sail Sailing Calendar Join Us Venue & Boat Hire Shop About  
Contact

## Sailing for everyone

We run a variety of events, mostly on Sundays. Sailing can easily be watched from the clubhouse or Woody Point Jetty. There is a grassed rigging area next to the boat ramp and launching can be achieved by hand, vehicle or with the aid of the club tractor.

### Latest news

**HYC Social Event - Putt Putt** 02 Jul 2021  
Due to the current lockdown and restrictions in place we have had to postpone our Putt Putt social event. · [Read more](#)

**CLUB CHAMPIONSHIPS ROUND 4** 11 May 2021  
As the Regatta has been postponed this weekend, we will conduct Round 4 of the Club Championships that was cancelled last weekend due to lack of wind · [Read more](#)

**WOMEN'S AND GIRLS' REGATTA POSTPONED** 10 May 2021  
WOMEN'S AND GIRLS' REGATTA POSPTPONED; MOST LIKELY TO SEPTEMBER · [Read more](#)

## CoVID-19 Management Plan

The Humpybong sailing program is back to normal with some restrictions mainly off the water. We are operating under the Australian Sailing and Queensland government guidelines for CoVID-19.

Our CoVID-19 Managment Plan is available for download here. [HYC CoVID-19 Management Plan](#) It is now part of our clubs operating procedures and is applicable to all on and off the water activities.

The plan sets out the conditions under which people are able to attend and participate in any activity at HYC. It covers who is able to attend, what hygiene and separation measures are expected of people before and during their time at the Club and the measures to help us protect people while they participate on and off the water. These include:

- Self assesment of your state of health and personal hygiene requirements

Australian Sailing





# Communication



Building your community



# Email Newsletters

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# Grow Your List with Signup Forms

# Time Savers for Social Media

The screenshot displays the Facebook 'New Post' creation interface. On the left, the 'Placements' section has two options: 'Australian Sailing - Queensland' (checked) and 'austsailqld' (unchecked). Below this is a 'Text' input field with the placeholder 'Write something...'. The 'Media' section includes 'Add Photo' and 'Add Video' buttons. The main area is split into 'Facebook' and 'Instagram' tabs, with 'Facebook' selected. Under 'Customize Your Facebook Post', there is a 'Facebook Text' input field. A 'Call to Action' section has a 'Get Messages' toggle. On the right, a 'Preview' window shows a mobile news feed view with a 'Preview All' button. At the bottom right, there are 'Boost' and 'Schedule Post' buttons.


# Broaden your Reach

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<http://best-hashtags.com/>

# What to choose?

 **South Brisbane Sailing Club is at South Brisbane Sailing Club.** 18 Jun · Brisbane · 🌐

See you all tomorrow for the first Saturday of our 3 part Winter Series! Training starts at 10:30AM and the race briefing starting at 1:30PM!



👍 9

👍 Like    💬 Comment    ➦ Share

 **Maroochy Sailing Club** 14 Jun · 🌐

Our Discover Sailing Centre has announced a number of courses that will be held during the July - September period. No Tackers 1 Course will be held over the Winter School Vacation, but a T1 Course will be held during the Spring Vacation, with a follow-on T2 Course during October - December. Check our Website Training Pages for more details, and Registrations.



👍 8      6 comments 🌐

👍 Like    💬 Comment    ➦ Share

 **Australian Sailing - Queensland** 16 Jun · 🌐

Posted by Annie Watson

Haven't been to a Queensland Youth Championships yet? 29ers and many other classes come to Yeppoon every year to have loads of fun! The Coaching Clinic with qualified Australian Sailing Coaches is three days of learning new skills and meeting new friends. The Regatta is 3 days of putting all that you learned into practice on the race course. Notice of Race and Entry opens soon! [#youthsailqld](#) [#queensland](#) [#sailing](#) [#getoutdoors](#) [#9ers](#)



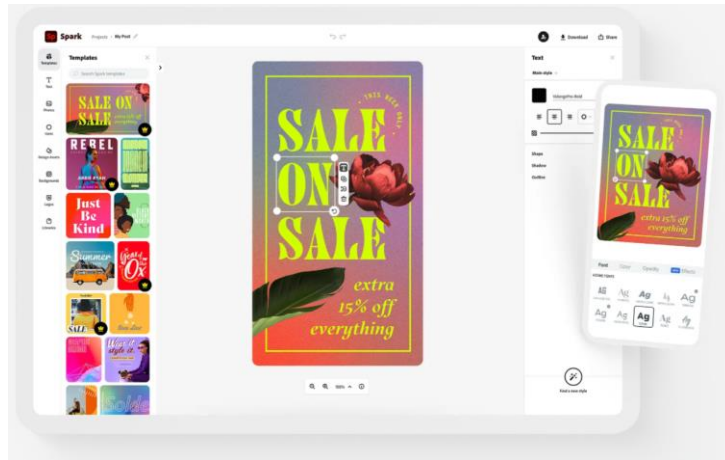
21 **YOUTH SAIL QLD**   
KEPPEL BAY SAILING CLUB



# Easy Club Admin Tools



# Making Graphic Design Easy



## Canva. Design for everyone.

Create with custom templates and design with a team. Share designs anywhere and get it professionally printed anytime.

Try Canva Pro free for 30 days

Get Canva Free



Beautiful designs.  
Effortless promotion.

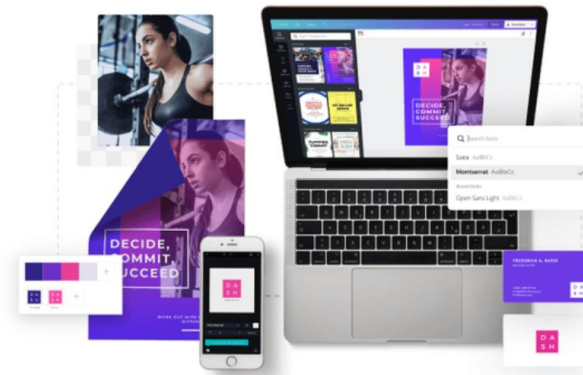
Get the word out with amazing social media graphics, videos, posters and flyers.

CREATE A DESIGN



Log in

Sign up





## PHOTO STORAGE AND ORGANISATION



flickr™



**Uses:** upload and organise club photos using cloud storage.

**Benefits:** photos are not kept on a volunteers computer and lost when they move on. Easily shareable.

**Outcomes:** a library of images from where you can create club history and build club culture and use on all forms of marketing collateral.

# Retain your clubs knowledge



## Meetings overview

Date	Type	Attendees	Actions
Sat 10 Jul 2021 02:00	Committee Meeting	4	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 05 Jun 2021 02:00	Committee Meeting	4	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 15 May 2021 02:00	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Fri 02 Apr 2021 15:00	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 13 Mar 2021 14:00	Committee Meeting	3	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 06 Feb 2021 13:00	Committee Meeting	4	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sun 17 Jan 2021 10:00	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 12 Dec 2020 02:00	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 14 Nov 2020 02:00	Committee Meeting	4	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 17 Oct 2020 13:30	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>
Sat 19 Sep 2020 14:00	Committee Meeting	5	<a href="#">view</a> <a href="#">edit</a> <a href="#">seal</a> <a href="#">download</a> <a href="#">delete</a>



# Shop/Donations



**CYCHI Club Hat**  
\$25.00

Select option...

**Add to cart**

CYCHI Club Hat

Donations

Your **Donate** page is accessible here: <https://www.townsvillesailing.com.au/donate/>  
You can specify donation amount options below. Enter whole numbers only (no decimals or currency) and separate each with a comma. (Minimum amount \$5.00.)  
A free-form field will also appear for those who wish to enter a custom amount for donation.

Donation options:

Donations incur GST:

Enter custom content for your Donate page below.

Format

**Shop**

Select a category

- All categories
- 2018 Skiff Nationals Spectator boat

**All products** 4 products

**HEAT 2 & 3**  
31 DEC 2018

**HEAT 6**  
4 JAN 2019

**HEAT 7**  
5 JAN 2019

2. Monday 31 Dec 2018 Heat 2 & 3  
2018 Skiff Nationals Spectator boat

3. Friday 4 Jan 2019 Heat 6  
2018 Skiff Nationals Spectator boat

4. Saturday 5 Jan 2019 Heat 7  
2018 Skiff Nationals Spectator boat

**Shop**

Select a category

- All categories
- Fundraising
- Race Fees**

**Race Fees** 3 products

No image

Junior Annual Prepaid Race Fee

No image

Junior Year Prepaid Race Fee

No image

Senior Annual Prepaid Race Fee

# Welcome Email

## Australian Sailing Number

Your Australian Sailing Number: [REDACTED]

Your Australian Sailing Number is your unique identifier within your organisation. Please retain this for your records.

## Lake Cootharaba Sailing Club

Thank you for your application and welcome to Lake Cootharaba Sailing Club. Any new membership is provisional until it has been approved by the executive. You then will receive a confirmation email.

Our website <https://lcsc.org.au/> gives new and renewing members a range of information about the club and all its activities, from how it all started <https://lcsc.org.au/members/> to the latest club racing events <https://lcsc.org.au/club-racing/>.

If you are interested in learning we offer a variety of opportunities to learn sailing and other skills <https://lcsc.org.au/learn-to-sail/>.

Details of events can be found on the calendar <https://lcsc.org.au/events/>.

We are a volunteer club and as such entirely depend on our members' contributions. Any help you can offer is greatly appreciated.

Come along, get involved and have some fun!

For any enquiries please contact [secretary@lcsc.org.au](mailto:secretary@lcsc.org.au).

Welcome and see you at the lake,

Tony Matta, Secretary, LCSC

## Australian Sailing



## Want to know more?



LOGIN



ABOUT



CONTACT

This is an automatically generated email sent from a club or centre database in the revSPORT system. You have received this email because:

- You have been registered as a new or returning member by a club affiliated with Australian Sailing, or;
- You have registered for a SailPass at a club affiliated with Australian Sailing, or;
- You have been registered as a course participant by an accredited Discover Sailing Centre.

# Membership Fees

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# RevSport Invoicing

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- Archive members who have not paid this year
- Ensure all new members are entered
- Make sure all your members have the correct date of birth on their record (a key identifier) - look for 1935,1801, 1/1/21
- Create Groups for payment classes and then add members into what group they belong to
- Ensure your committee has set the new membership fee for next year

# Time Saving

Administrative information

Groups:

- All active groups  Not in an active group
- 3 month membership
- ABRW Committee
- Absentee Associates
- All Sailors
- Ambassadors
- Associate Member

view more statistics > advanced search >

Bulk options: Please select...

<input checked="" type="checkbox"/>	ID	Last name	First name	DOB
<input checked="" type="checkbox"/>	1139337	Amindya	Miona	01 Jan 1935
<input checked="" type="checkbox"/>	1139338	Baldwin	Kathy	[REDACTED]
<input checked="" type="checkbox"/>	1139339	Barnard	Eric	01 Jan 1935
<input checked="" type="checkbox"/>	1139340	Barnard	Maureen	01 Jan 1935

## Search results

62 MEMBERS FOUND

view more statistics >

Australian Sailing Numbe

First name

Last name

advanced search >

<input type="checkbox"/>	ID	Last name	First name	DOB	Gender
<input type="checkbox"/>	1139337	Amindya	Miona	01 Jan 1935	M
<input type="checkbox"/>	1139338	Baldwin	Kathy	[REDACTED]	F

## Invoice members in bulk

Invoice ALL selected members using details below

**i** This will invoice ALL selected members using the details provided below. Members who have already been invoiced will be ignored if a registration fee is selected. Alternatively, you can invoice each member individually.

Send via email:

Send to primary family member:

Payment class: Ambassador (\$0.00)

Apply discount code

**i** If the desired discount code isn't listed, it may be due to the following reasons. (Visit [manage discount codes](#))

- > It is marked as inactive
- > It has expired, or is not yet valid
- > It does not apply to this invoice type






Select discount code: Select...

# Still using Cash? POS Systems

## Best POS Systems for 2021

By Skye Schooley, Business News Daily Staff | Updated Jun 05, 2021

Here are the best POS systems for small businesses in 2021, including point-of-sale solutions for retail stores, restaurants and mobile businesses.

Best for Small Businesses	Best POS Hardware	Best for Online Restaurant Ordering	Best Retail System	Best Restaurant System
 Square POS	 Clover	 Toast	 Lightspeed	 TouchBistro
<a href="#">VISIT SITE</a>	<a href="#">VISIT SITE</a>	<a href="#">VISIT SITE</a>	<a href="#">VISIT SITE</a>	<a href="#">COMPARE QUOTES</a>
<a href="#">GET QUOTE</a>	<a href="#">COMPARE QUOTES</a>	<a href="#">COMPARE QUOTES</a>	<a href="#">COMPARE QUOTES</a>	
<ul style="list-style-type: none"><li>✓ Pricing starts at \$60/month</li><li>✓ Best for restaurants &amp; retail</li><li>✓ Free plan available</li></ul>	<ul style="list-style-type: none"><li>✓ Pricing starts at \$9.95/month</li><li>✓ Best for cafes &amp; e-commerce</li><li>✓ Clover-branded hardware</li></ul>	<ul style="list-style-type: none"><li>✓ Pricing starts at \$69/month</li><li>✓ Best for restaurants</li><li>✓ Contactless ordering</li></ul>	<ul style="list-style-type: none"><li>✓ Pricing starts at \$69/month</li><li>✓ Best for retail &amp; restaurants</li><li>✓ Robust industry-specific features</li></ul>	<ul style="list-style-type: none"><li>✓ Pricing starts at \$69/month</li><li>✓ Best for restaurants</li><li>✓ 200+ restaurant-focused features</li></ul>





# On Water

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# Race Management tools

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## sailingresults.net

Sailingresults provides software to assist in the management of large sailing regattas. The full system contains Sailing Results, Protests, Event Notices, Rule 42 Infringements, Requests for Information and Big Screen Displays



Topyacht is the the largest provider of Race Management Software in Australia, with over 140 clubs, associations and events using the system, from results processing for small volunteer clubs through to online entry solutions for the largest sailing events in the country. Contact: Rod McCubbin - [support@topyacht.com.au](mailto:support@topyacht.com.au)



ScoreIT is the premier online results system and continues to be used from club up to international level, by over 300 users all over the world! ScoreIT is free to use, however the system does cost to maintain .To enable ScoreIT to continue to be available online donations via PayPal are greatly accepted.



SailSys is a complete online race management system, the only one to include the highest pedigree of PHS handicapping. Designed & developed by yachtsmen with decades of experience in major yacht racing, it is currently used by some of the clubs and events. Recently redesigned and upgraded, SailSys provides a simple and logical workflow while seamlessly handling multiple point-scores in a single series (series-in-series), to ensure that volunteers club administrators benefit from simpler, more cost effective race management.



Regatta Toolbox has everything you need to run a modern regatta, whether it's a local event or a World Championship. See for yourself what organizers and class administrators all over the world are talking about. Contact: Graham Biehl [support@regattatoolbox.com](mailto:support@regattatoolbox.com)

## SailWave

Sailwave is a popular, fully-featured, easy-to-use, multi-lingual, sailing results/scoring application for Windows – running on other platforms via Windows emulation software. In addition to the help available on the website, friendly help and advice from hundreds of experienced Sailwave users and the authors are available from the Sailwave User Group. Flexible publishing tools allow results to be targeted to web browsers, blogs, websites, email, and sailing news sites.

Sailwave is used internationally at all levels of the sport, from sailing club dinghy/yacht racing/regattas to regional and world championships and is supplied free of charge

SailRes has been used for race results by many clubs around Australia for over 10 years now. It was set up to simplify the job of club scorers by providing club and regatta results with a minimum



# BUOY ZONE

## RACE COURSES MADE EASY.

Buoy Zone makes it easy to lay a perfect course in a few minutes!  
Wind shift? Inexperienced support boat? We've got you covered.

Our mobile app helps clubs run thousands of races every season.

# MARKSETBOT



## WHAT IS A BOT

- Self propelled
- Fully automated
- Robotic
- Anchorless
- Inflatable mark
- GPS positioned
- 4 G connectivity
- Racecourse set up via online cloud-based App
- Wind instrument available
- Signal Horn /Audible sounds available
- OCS detection application available
- Racecourse changes within minutes
- Limited personnel required

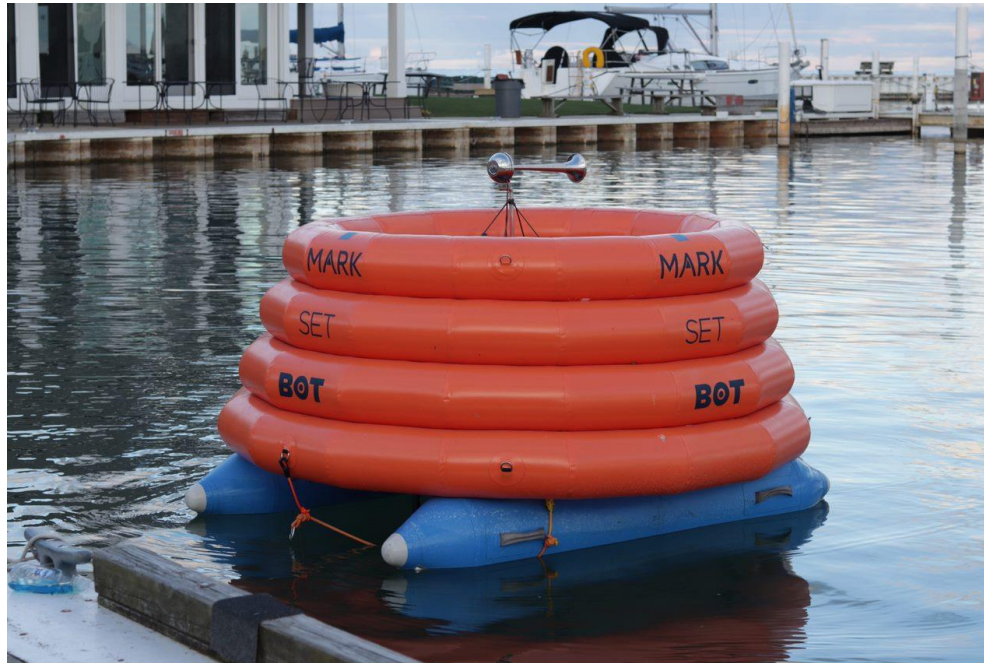
# MARKSETBOT

WEIGHT	115 lbs   52 kg
DIMENSIONS	84" x 84" x 54"   2.1m x 2.1m x 1.4m
TOP SPEED	4.5 knots
MAX WIND	30 knots
MAX WAVE	8-10 ft   3 m
VISIBILITY	Up to 2nm
BATTERY LIFE	100Ah: 20-24 hours in 8-10 kts, no current, moderate chop
TOPSIDE	Available in Orange, Yellow or Green



[marksetbotaustralia.com](http://marksetbotaustralia.com)

# Signal horn and Wind Instruments controlled via the Marksetbot App



[marksetbotaustralia.com](http://marksetbotaustralia.com)



# Examples and Questions

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What are you using?

