

# Inscrire une personne à une compétition

Tutoriel étape par étape



UNITED WORLD  
**WRESTLING**

# Etape 1

The screenshot shows the 'Competitions' page on the UWW Athena website. The navigation bar includes 'UWW', 'People', 'Licenses', and 'Events'. The 'Events' menu is active, and the 'Competitions' sub-menu is selected. The page title is 'Competitions', and the breadcrumb is 'Dashboard / Competitions'. There are two tabs: 'Past Events' and 'Upcoming Events'. The main content area lists three competitions:

- International Tournament Dmitry Korkin (Russia)**: Sep 5, 2018 to Sep 8, 2018. Left to register: 24 days, 8:18:42. Organized by RUS - Fédération de Lutte de Russie.
- World Championships Junior World Championships (Slovakia)**: Sep 17, 2018 to Sep 23, 2018. Left to register: 7 days, 8:18:42. Organized by SVK - Slovakian Wrestling Federation. Categories: Junior, Freestyle, Greco-roman, Women's Wrestling.
- World Championships Veterans Freestyle World Championships (Macedonia)**: Sep 28, 2018 to Sep 30, 2018. Left to register: 18 days, 8:18:42. Organized by MKD - Macedonian Wrestling Federation.

The filters sidebar on the right includes:

- Status \***: dropdown menu with 'upcoming' selected.
- Competition type**: dropdown menu.
- Competition title**: text input field.
- Competition start after this Date**: text input field with format 'DDMMYYYY'.
- Competition end before this Date**: text input field with format 'DDMMYYYY'.
- Organized by this federation**: dropdown menu with 'Select a federation'.

Bienvenue dans Athena !

Pour inscrire une personne à une compétition, cliquez sur [Events]->[Competitions].

Voici la liste des compétitions auxquelles vous pouvez participer. Notez qu'il vous est indiqué le temps restant avant la clôture des inscriptions.

Cliquez sur la compétition à laquelle vous voulez inscrire une ou plusieurs personnes.

# Etape 2 : Préinscriptions

## Senior World Championships

☰ Pre-registrations   Pending entries   🏆 Entry list   💰 Registration Fees   🚗 Transportation

SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂)

### Pre-registration

You have until Aug 19, 2018 to pre-register your delegation.  
You won't be able to modify numbers afterwards. Try to be as accurate as possible.

Freestyle (Senior)	Greco-roman (Senior)	Women's Wrestling (Senior)
Num. of Athletes <input type="text"/>	Num. of Athletes <input type="text"/>	Num. of Athletes <input type="text"/>
Num. of Team Leaders <input type="text"/>	Num. of Team Leaders <input type="text"/>	Num. of Team Leaders <input type="text"/>
Num. of Coaches <input type="text"/>	Num. of Coaches <input type="text"/>	Num. of Coaches <input type="text"/>
Num. of Medical staff <input type="text"/>	Num. of Medical staff <input type="text"/>	Num. of Medical staff <input type="text"/>
Arrival date * Oct   18   2018	Arrival date * Oct   22   2018	Arrival date * Oct   26   2018
Departure date * Oct   22   2018	Departure date * Oct   26   2018	Departure date * Oct   30   2018

Lors de l'étape de préinscriptions, vous allez devoir renseigner le nombre de personnes dans chaque style et catégorie d'âge si nécessaire.

**ATTENTION** : Désormais, si un athlète, un Team Leader, un coach ou un médecin est impliqué dans plusieurs styles ou/et catégories d'âge, les pré-inscriptions et inscriptions doivent être cohérentes. Deux exemples sont donnés ci-après.

# Exemple 1 – Médecin pour plusieurs styles

The screenshot displays the registration interface for a medical staff member. The main window is titled "MICHAUD Gilles (NF Medical Staff)". It includes fields for "Access category" (NF Medical Staff), "Person" (MICHAUD Gilles (Apr 8, 1985) - SUI), "Position" (Masseur), "Sports" (Freestyle, Greco-roman, Women's Wrestling), and "Age categories" (senior). The "Stay from" and "Stay to" dates are set for October 20 and 28, 2018. Below this, a "Pre-registration" section for "SUI - Fédération Suisse de Lutte Amateur (FS|GR|WW|BW♀|BW♂)" shows three columns: "Freestyle (Senior)", "Greco-roman (Senior)", and "Women's Wrestling (Senior)". Each column has input fields for "Num. of Athletes", "Num. of Team Leaders", "Num. of Coaches", and "Num. of Medical staff" (set to 1), along with "Arrival date" and "Departure date" dropdowns. Two orange arrows point from the "Num. of Medical staff" field in the Greco-roman column to the "Sports" section, specifically to the "Greco-roman" checkbox, indicating that the medical staff member is assigned to both Freestyle and Greco-roman.

Voici à quoi ressembleraient la préinscription et l'inscription d'un médecin officiant pour les styles de lutte libre et gréco-romaine.

**ATTENTION :** Notez bien qu'il est préinscrit dans les deux équipes.

# Exemple 2 – Team leader pour tout un style

The screenshot displays the 'MICHAUD Gilles (Team Leader)' registration form and a delegation table. The form includes fields for 'Access category' (Team Leader), 'Person' (MICHAUD Gilles), 'Stay from' (Oct 6, 2018), and 'Stay to' (Oct 7, 2018). The 'Sports' field is checked for 'Men's Beach Wrestling' and 'Women's Beach Wrestling', and 'Age categories' are checked for 'cadet', 'junior', and 'senior'. An orange oval highlights these two fields, with arrows pointing to the 'Num. of Team Leaders' field in each row of the delegation table below.

**Pre-registration**

**SUI - Fédération**

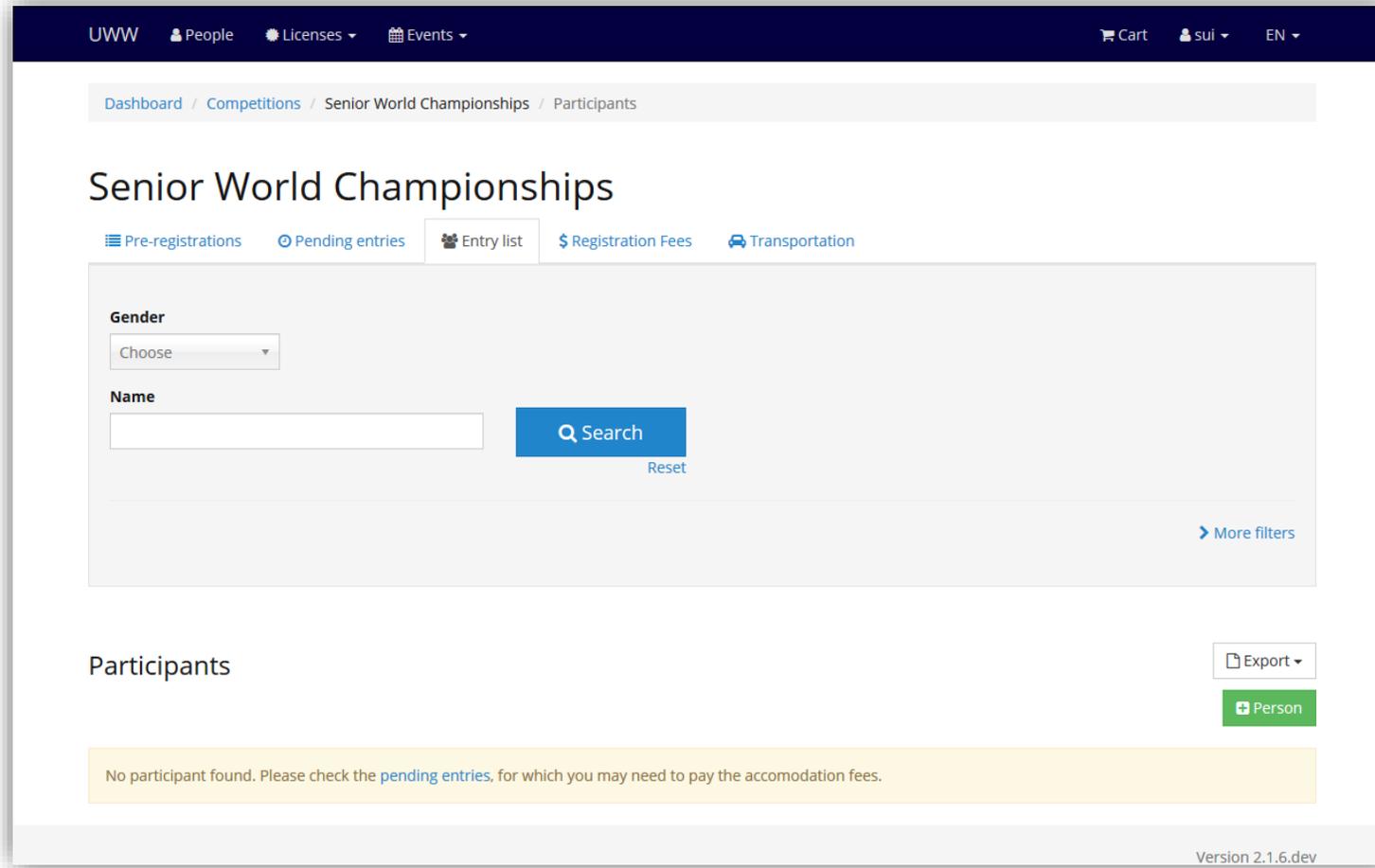
**Pre-registration**

You have until Sep 6, 2018 to pre-register your delegation.  
You won't be able to modify numbers afterwards. Try to be as accurate as possible.

Women's Beach Wrestling (Cadet)	Men's Beach Wrestling (Cadet)	Women's Beach Wrestling (Junior)
Num. of Athletes	Num. of Athletes	Num. of Athletes
Num. of Team Leaders: 1	Num. of Team Leaders: 1	Num. of Team Leaders: 1
Num. of Coaches	Num. of Coaches	Num. of Coaches
Num. of Medical staff	Num. of Medical staff	Num. of Medical staff
Men's Beach Wrestling (Junior)	Women's Beach Wrestling (Senior)	Men's Beach Wrestling (Senior)
Num. of Athletes	Num. of Athletes	Num. of Athletes
Num. of Team Leaders: 1	Num. of Team Leaders: 1	Num. of Team Leaders: 1
Num. of Coaches	Num. of Coaches	Num. of Coaches
Num. of Medical staff	Num. of Medical staff	Num. of Medical staff

Prenons maintenant le cas d'un team leader qui s'occuperait de tous les athlètes d'un style, quels que soient leurs âges. Il faudrait là aussi le préinscrire dans tous les styles et pour tous les âges.

# Etape 3 - Participants



UWW People Licenses Events Cart sui EN

Dashboard / Competitions / Senior World Championships / Participants

## Senior World Championships

Pre-registrations Pending entries **Entry list** Registration Fees Transportation

**Gender**  
Choose

**Name**  
 [Search](#) [Reset](#)

[More filters](#)

Participants [Export](#) [+ Person](#)

No participant found. Please check the [pending entries](#), for which you may need to pay the accomodation fees.

Version 2.1.6.dev

Pour inscrire un participant (athlète / arbitre / coach / président / médecin / etc.) cliquez sur le bouton vert « + Person ».

# Etape 4 – Inscriptions

UWW People Licenses Events Cart sui EN

Dashboard / Competitions / Senior World Championships / Participants

## Senior World Championships

Pre-registrations Pending entries **Entry list** Registration Fees Transportation

SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂) Save Cancel

Add another person to this form

I declare that all the personal data has been collected with the consent on every person and I agree that the data can be used by the organizer for logistic, statistic or security purposes only.

New registration

**Access category \*** Choose a type of accreditation

**Person \***

**Stay from \*** Oct 20 2018

**Stay to \*** Oct 28 2018

Require a Visa  Require a VIP pass

Add a comment ?

Version 2.1.6.dev

Le formulaire d'inscription regroupe désormais tous les types (athlètes, arbitres, coaches, médecins et délégués) au même endroit. Choisissez le type d'accréditation nécessaire, afin de pouvoir remplir les champs suivants.

**ASTUCE :** Le bouton « Add another person to this form » vous permet d'ajouter une nouvelle personne sans quitter la page. Vous pourrez enregistrer toutes les personnes en une fois avec le bouton « Save ».

**ATTENTION :** Tant qu'une erreur s'affichera en rouge au-dessus du formulaire, rien ne sera enregistré.

# Exemple 3 – Erreur(s) d’inscription

The screenshot shows the UWW registration interface for the Senior World Championships. The breadcrumb trail is: Dashboard / Competitions / Senior World Championships / Participants. The main heading is "Senior World Championships" with sub-tabs for Pre-registrations, Pending entries, Entry list, Registration Fees, and Transportation. The current selection is "SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂)" with Save and Cancel buttons. A red error message states: "This collection should contain 1 element or more." Below this is a green button "Add another person to this form" and a yellow confirmation box with a checked checkbox: "I declare that all the personal data has been collected with the consent on every person and I agree that the data can be used by the organizer for logistic, statistic or security purposes only." The "New registration" form includes fields for Access category (Athlete), Person, Stay from (Oct 20, 2018), Stay to (Oct 28, 2018), and checkboxes for Attend congress, Require a Visa, and Require a VIP pass. A dropdown menu shows "Senior - Freestyle - 57 kg" and "Is starter".

Les erreurs d’inscription s’affichent tout en haut du formulaire.

Si celles-ci nomment une personne en particulier, vous pouvez tenter de corriger l’erreur.

Si cela n’est pas possible, vous pouvez supprimer une personne en utilisant le bouton rouge pour l’effacer du formulaire, ce qui vous permettra d’enregistrer les autres personnes.

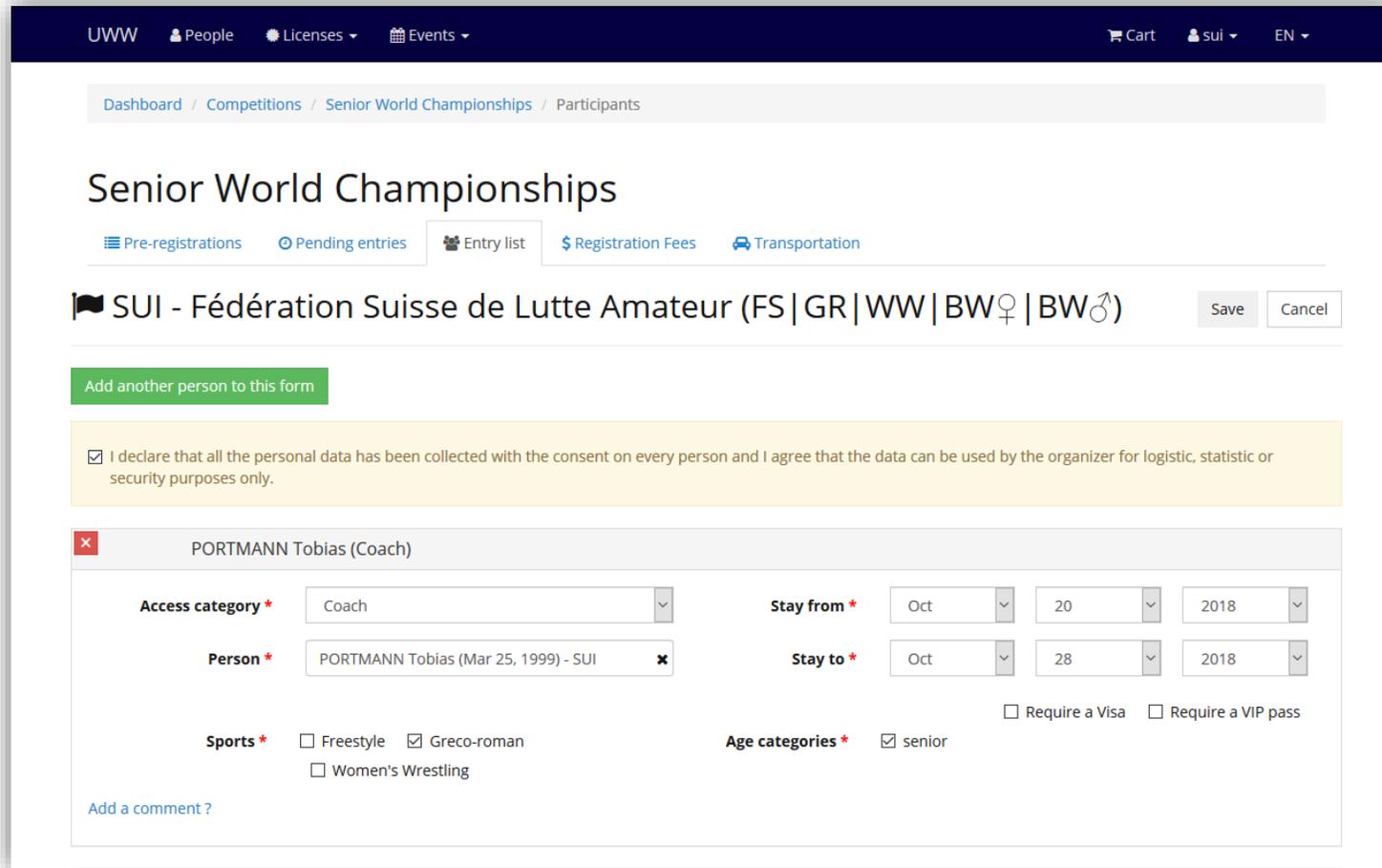
# Etape 4 - Athlètes

The screenshot shows the UWW registration interface for the Senior World Championships. The breadcrumb trail is: Dashboard / Competitions / Senior World Championships / Participants. The main title is 'Senior World Championships'. Below it are tabs for Pre-registrations, Pending entries, Entry list (selected), Registration Fees, and Transportation. The current participant is identified as 'SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂)'. A green button 'Add another person to this form' is visible. A yellow banner contains a declaration: 'I declare that all the personal data has been collected with the consent on every person and I agree that the data can be used by the organizer for logistic, statistic or security purposes only.' The main form for 'PORTMANN Michael (Athlete)' includes: 'Access category' set to 'Athlete'; 'Person' set to 'PORTMANN Michael (Jun 25, 2001) - SUI'; 'Stay from' dates: Oct 20, 2018; 'Stay to' dates: Oct 28, 2018; checkboxes for 'Require a Visa' and 'Require a VIP pass'; a dropdown menu for 'Senior - Greco-roman - 55 kg' with an 'Is starter' checkbox; and a green button 'Add a weight category'.

Quand vous souhaitez inscrire un athlète, un bouton « Add a weight category » apparaît. En cliquant sur ce nouveau bouton, vous pourrez renseigner la (ou les) catégorie(s) de poids.

**ATTENTION :** Les athlètes participant à plusieurs styles doivent avoir été préinscrits pour chacun d'eux

# Etape 4 – Coaches, Team Leaders et Médecins



The screenshot shows the UWW registration interface. At the top, there are navigation links for 'UWW', 'People', 'Licenses', and 'Events'. The main header indicates the current page is 'Senior World Championships' under 'Participants'. Below this, there are tabs for 'Pre-registrations', 'Pending entries', 'Entry list', 'Registration Fees', and 'Transportation'. The main content area shows the registration for 'SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂)'. A green button 'Add another person to this form' is visible. A yellow banner contains a declaration: 'I declare that all the personal data has been collected with the consent on every person and I agree that the data can be used by the organizer for logistic, statistic or security purposes only.' The main form is for 'PORTMANN Tobias (Coach)'. It includes fields for 'Access category' (Coach), 'Person' (PORTMANN Tobias (Mar 25, 1999) - SUI), 'Stay from' (Oct 20, 2018), and 'Stay to' (Oct 28, 2018). There are checkboxes for 'Sports' (Freestyle, Greco-roman, Women's Wrestling) and 'Age categories' (senior). There are also checkboxes for 'Require a Visa' and 'Require a VIP pass'. A 'Save' and 'Cancel' button are at the bottom right of the form.

Pour les coaches, team leaders et médecins (« NF Medical staff »), il vous faudra renseigner le ou les style(s) ainsi que la ou les catégorie(s) d'âge dont ils seront responsables.

**ATTENTION :** Si vous souhaitez inscrire un coach, un team leader ou un médecin qui s'implique dans plusieurs styles ou/et catégories d'âge, il faut qu'il ait été préinscrit dans chacune d'elles (voir les exemples 1 et 2)

# Etape 4 – Membres officiels et médias

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Dashboard / Competitions / Senior World Championships / Participants

## Senior World Championships

Pre-registrations Pending entries **Entry list** Registration Fees Transportation

SUI - Fédération Suisse de Lutte Amateur (FS | GR | WW | BW♀ | BW♂) Save Cancel

Add another person to this form

I declare that all the personal data has been collected with the consent on every person and I agree that the data can be used by the organizer for logistic, statistic or security purposes only.

New registration

**Access category \*** NF Secretary General **Stay from \*** Oct 20 2018

**Person \*** WIELAND Renate (Feb 4, 1976) - SUI **Stay to \*** Oct 28 2018

Require a Visa  Require a VIP pass

Add a comment ?

PORTMANN Tobias (Coach)

L'affichage est plus simple pour les cinq catégories suivantes :

- « NF President »
- « NF Secretary General »
- « NF Official »
- « NF Media »
- « Video Analyst »