

Team Captains' Guide for Online Entry to The Bismarck Relay Challenge 2021

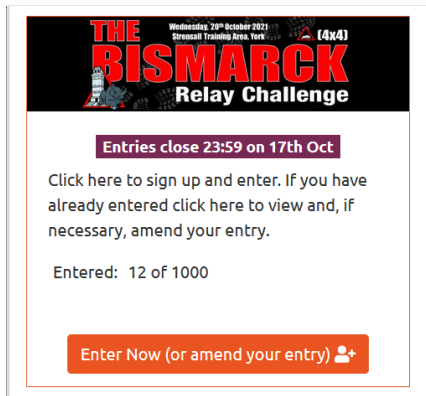
Step 1

Browse to racesignup.co.uk and tap on The Bismarck Relay Challenge in the list of events. Tap on Information and Sign Up:



Step 2

Tap on Enter Now:



Step 3

Enter the passcode (available from the AI) and tap Next:

Private Race

The race organiser has protected this event with a pass code - you will need this code before you can enter.

Please enter the event pass code: *

* = required.

Next

Step 4

Enter your email address and tap Next:

Sign in to The Bismarck Relay Challenge

Please enter your email address: *

* = required.

Next

Step 5

Provide your details and a password of your choice. Tap Continue:

Your details

First name:*

Your first or given name

Surname:*

Your surname or family name

Password:*

Choose a password for your account - at least 6 characters long, maximum 30 characters

Confirm password:*

Please confirm your password

* = required.

By creating your account you agree to our [Privacy Policy](#) and our [Terms and Conditions for Entrants](#).

Continue

Step 6

Provide your unit and team captain details and tap Update:

If you are entering as a guest team please select Guest Team A, B or C (further guidance for guest teams is at the end of this guide).

Edit Unit Details

Unit:*

Other Unit:

If you are a guest unit please select one of the Guest Units above and put your unit name here

Team captain rank and name:*

Team captain mobile:

Team captain email:*

Type:*

Brigade:*

Other Brigade:

If your brigade is not in the list please provide it here

Cancel Update

Step 7a

Add a team. Tap on Add Team:

Team	Class	Members
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Step 7b

Select the team you are adding, Male A, Male B, Female or Mixed. Select the Competition class to match. Tap Save:

Team:*
5 FS Bn REME - Male A

Competition class:*
Male Team

Choose your Class

Cancel Save

Repeat Steps 7a and 7b for all your teams up to a maximum of 4.

Step 8a

Add team member details. Tap on the green button under "Members":

Team	Class	Members
5 FS Bn REME - Male A	Male Team	

Step 8b

For each leg tap on the green pencil button:

Name	Sex	Age Category	Leg
<<< Click to nominate			1
<<< Click to nominate			2
<<< Click to nominate			3
<<< Click to nominate			4

Step 8c

Provide your team member details and tap Update:

Edit Entry ✕

Service number:*

Your service number

Rank:*

Initial:*

Surname:*

Sex:*

Male
 Female

Date of birth:*

Your date of birth as DD/MM/YYYY

Leg:*

✕ Cancel 🏠 Update

Repeat steps 8b and 8c for all four team members. Tap on Back to Teams:

← Back to Teams

Name	Sex	Age Category	Leg
✎ WO1 P Davis	Male	Open	1
✎ Sgt D Jones	Male	Super Masters	2
✎ Pte M Young	Male	U23	3
✎ LCpl H Smith	Male	Open	4

← Back to Teams

You can log in and make team changes as needed.

Guest Teams

In Step 6 you will need to select Guest Unit A, B or C and then provide your unit name in Other Unit:

Unit:*

Guest Unit A

Other Unit:

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If you are a guest unit please select one of the Guest Units above and put your unit name here

In Step 7 your team names will be prefixed with Guest Unit A:

Edit Team

Team:*

Guest Unit A - Male A

Competition class:*

Male Team

Choose your Class

Cancel Update

Carry on with Step 8, providing your team member details. Ex Admin will sort out your team and unit name in good time.