

ClearThunder Registration

Tutorial: How to Modify a Roster for Team Events

Step 1: Go to the home page of the registration website:

<http://www.clearthunder.com/index.php?module=thunder&event=BSG>

Step 2: Click on the link called "Click Here to View or Change Existing Registrations",

located below the "Register" button.



2009 Summer Games

American Family Insurance Badger State Games - Summer 2009

Welcome to Wisconsin Sports Development Corporation's new registration system (*WSDC is the owner and operator of the Badger State Games*). Once you create your athlete or team profile, you can easily register for all WSDC events. We sincerely hope your entire Badger State Games experience is a positive one, starting with the registration process. If you have any questions, don't hesitate to call us! We're here to help. Have a great time and we'll see you at the Games!

Wisconsin Sports Development Corporation
Phone: 608.226.4780
info@sportsinwisconsin.com

WSDC is a non-profit 501(c)3 organization. The Games are funded primarily by sponsorship and participation fees. A portion of the proceeds from the Games go to the Wisconsin Sports Foundation, making it possible for everyone to compete in the Games by providing financial assistance for registration fees.

To make a donation please contact Andrea Hoeschen at: ahoeschen@sportsinwisconsin.com.

Register

Click Here to View or Change Existing Registrations

System Information - 55ms - 2.6 | [Log Out](#) | [Admin](#)
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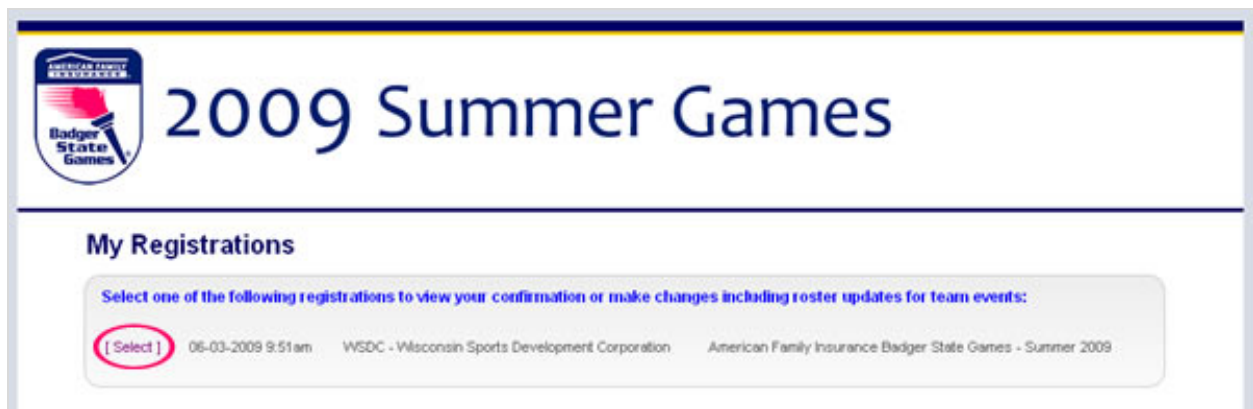
Powered By **ClearAgility**

Step 3: Enter your User Name and Password, if not already logged in.

Step 4: On the "My Registrations" page, select the registration containing the team event that you will be modifying.

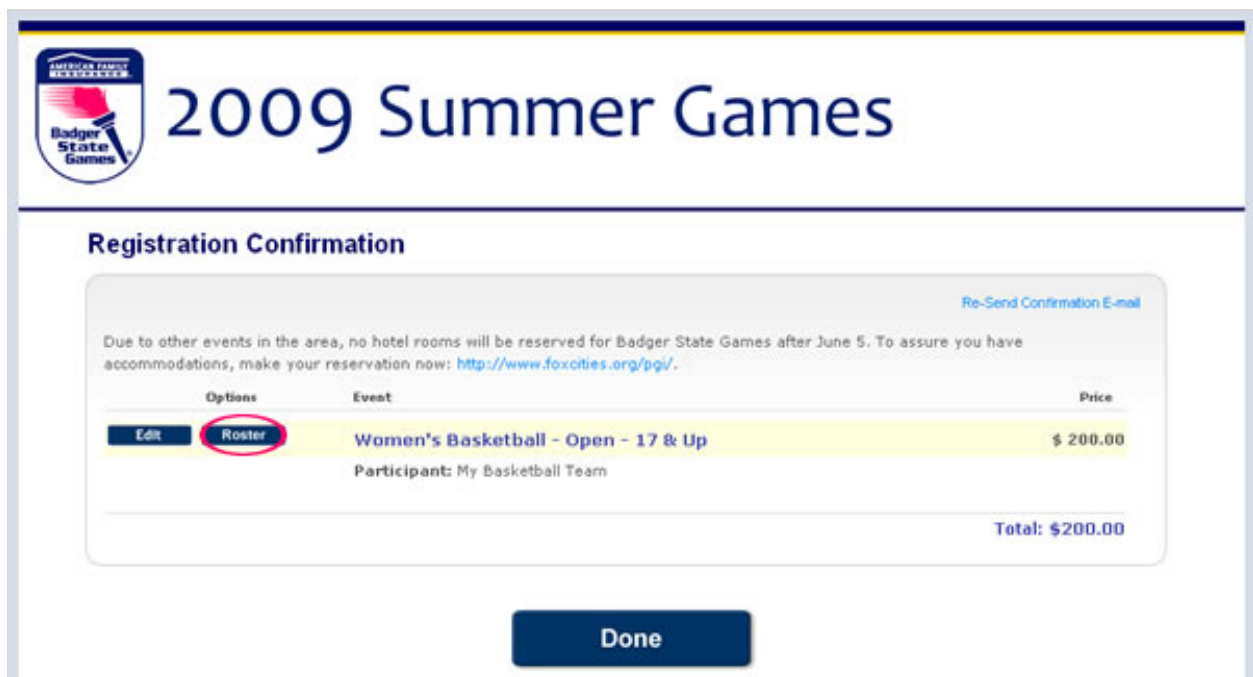
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The screenshot shows the top of the registration page with the '2009 Summer Games' logo and title. Below the title is a section titled 'My Registrations'. A message reads: 'Select one of the following registrations to view your confirmation or make changes including roster updates for team events:'. Below this message is a list of registrations. The first registration is highlighted with a red circle around the '[Select]' button. The registration details are: '06-03-2009 9:51 am WSDC - Wisconsin Sports Development Corporation American Family Insurance Badger State Games - Summer 2009'.

Step 5: Click the "Roster" button located next to the team event you want to modify.



The screenshot shows the 'Registration Confirmation' page. At the top is the '2009 Summer Games' logo and title. Below the title is a section titled 'Registration Confirmation'. A message reads: 'Due to other events in the area, no hotel rooms will be reserved for Badger State Games after June 5. To assure you have accommodations, make your reservation now: <http://www.foxcities.org/pg/>'. Below this message is a table with columns: 'Options', 'Event', and 'Price'. The table has one row with a yellow background. The 'Options' column contains 'Edit' and 'Roster' buttons, with 'Roster' circled in red. The 'Event' column contains 'Women's Basketball - Open - 17 & Up' and 'Participant: My Basketball Team'. The 'Price' column contains '\$ 200.00'. Below the table is a 'Total: \$200.00' label. At the bottom of the page is a 'Done' button.

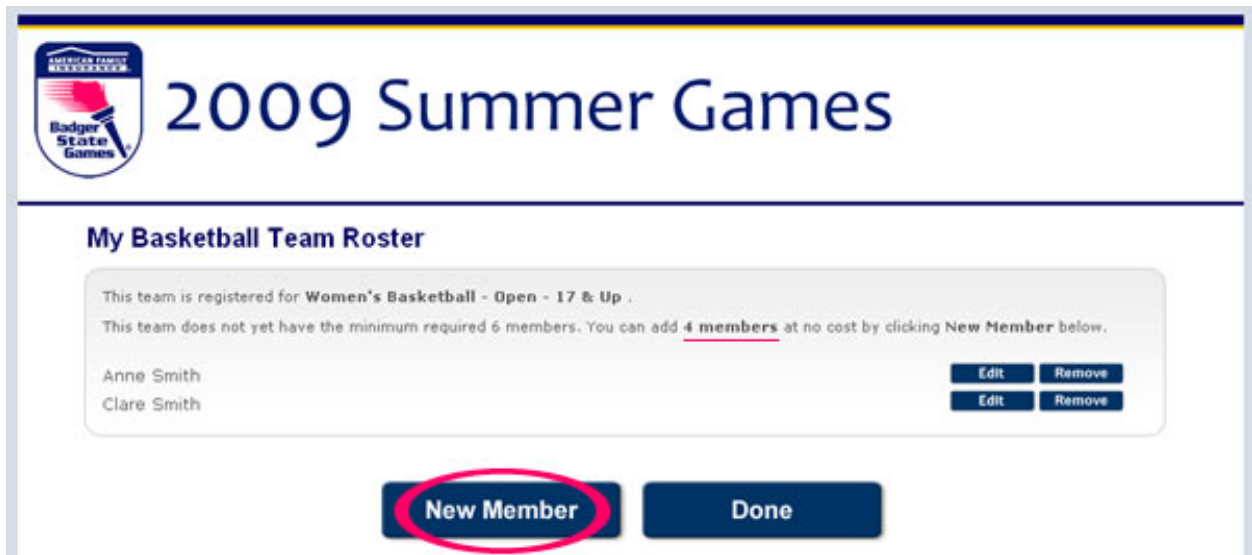
Step 6: Modifying the Team Roster

- A. Click the "Edit" button to edit an existing member's account information.
- B. Click the "Remove" button to remove a member from the roster.
- C. Click the "New Member" button to add a member to the team roster.

(You may add members at no additional cost until you reach the minimum required members.)

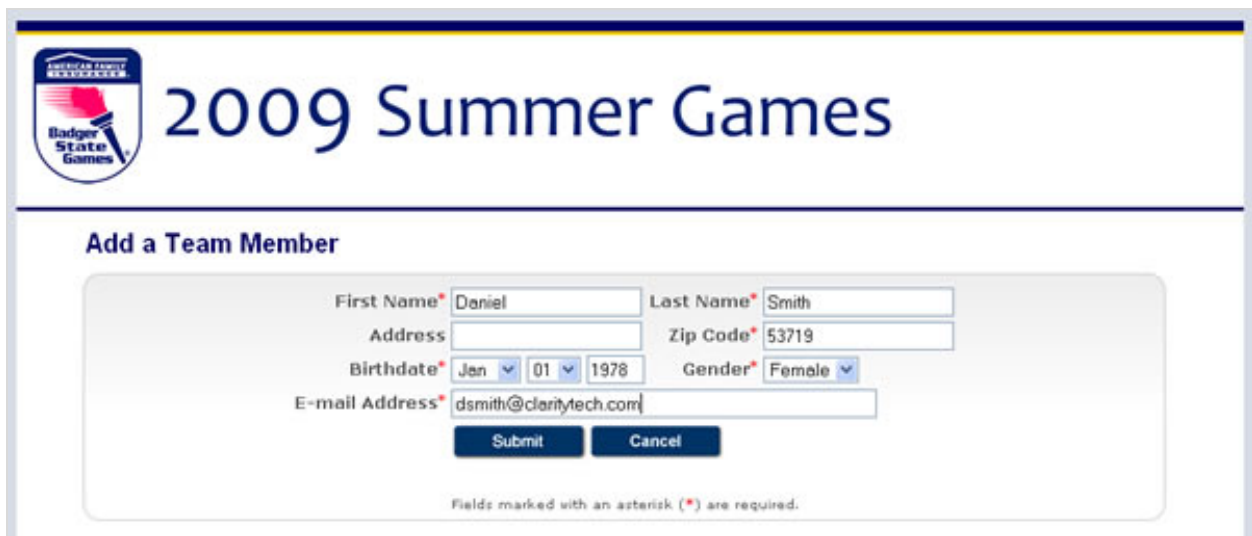
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The screenshot shows the "2009 Summer Games" interface. At the top left is the "Badger State Games" logo. The main heading is "2009 Summer Games". Below this is the section "My Basketball Team Roster". A message states: "This team is registered for Women's Basketball - Open - 17 & Up . This team does not yet have the minimum required 6 members. You can add 4 members at no cost by clicking **New Member** below." Below the message, two members are listed: "Anne Smith" and "Clare Smith". Each name has "Edit" and "Remove" buttons next to it. At the bottom of the roster section, there are two large buttons: "New Member" (circled in red) and "Done".

Step 7: Enter the new member's information and click the "Submit" button.



The screenshot shows the "2009 Summer Games" interface. At the top left is the "Badger State Games" logo. The main heading is "2009 Summer Games". Below this is the section "Add a Team Member". The form contains the following fields: "First Name*" (Daniel), "Last Name*" (Smith), "Address" (empty), "Zip Code*" (53719), "Birthdate*" (Jan 01 1978), "Gender*" (Female), and "E-mail Address*" (dsmith@claritytech.com). Below the form are "Submit" and "Cancel" buttons. A note at the bottom states: "Fields marked with an asterisk (*) are required."

Step 8: Enter the Registration Details for the new member, making sure to enter all of the required fields. Then click the "Continue" button.

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The screenshot shows a registration progress bar at the top with seven steps: SELECT REGISTRANTS, WAIVER, SELECT EVENT, EVENT DETAILS, REVIEW, PAYMENT, and REGISTRATION COMPLETE. The 'EVENT DETAILS' step is currently active. Below the progress bar, the page title is 'Registration Details'. A red asterisk indicates that the following fields are required. The registration is for 'My Basketball Team' and the registrant is 'Daniel Smith', participating in 'Women's Basketball - Open - 17 & Up' at the 'American Family Insurance Badger State Games - Summer 2009 Information'. The form contains four required fields: 'T-shirt Size' (a dropdown menu set to '- SELECT ONE -'), 'School Vote' (a text input field), 'Media Release' (a dropdown menu set to '- SELECT ONE -'), and 'Athlete Parade' (a dropdown menu set to '- SELECT ONE -'). Each field has a corresponding instruction. At the bottom of the form are two buttons: 'Back' and 'Continue'.

Step 9: Add Another Member (optional)

If you have not yet reached the minimum required members, you may click the link called

“Click here to add additional members to this team” to add another member. (The link is underlined in pink in the image below.)

Step 10: To submit the changes made to the team roster, you must complete the registration process.

Click on the “Complete Registration” button.

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The screenshot displays a registration progress bar at the top with seven steps: SELECT REGISTRANTS, WAIVER, SELECT EVENT, EVENT DETAILS, REVIEW, PAYMENT, and REGISTRATION COMPLETE. The 'REVIEW' step is currently active. Below the progress bar is the 'Pending Registrations' section, which includes a 'Clear Cart' button and a table of items. The table has three columns: Options, Event, and Price. One item is listed: 'Women's Basketball - Open - 17 & Up' with a price of '\$ 0.00'. The participant is 'Daniel Smith', and there is a link to 'Click here to add additional members to this team'. Below the table is a field for 'Discount/Coupon Code or Gift Card Number' and an 'Apply' button, with a 'Total: \$0.00' displayed. A yellow box contains text about the Wisconsin Sports Foundation and a donation field for the 'WSDC Athlete Opportunity Fund'. At the bottom, there are two buttons: 'Additional Registration' and 'Complete Registration', with the latter circled in red.

SELECT REGISTRANTS **WAIVER** **SELECT EVENT** **EVENT DETAILS** **REVIEW** **PAYMENT** **REGISTRATION COMPLETE**

Pending Registrations

[Clear Cart](#)

Options	Event	Price
Remove Edit	Women's Basketball - Open - 17 & Up Participant: Daniel Smith Click here to add additional members to this team	\$ 0.00

Discount/Coupon Code or Gift Card Number: [Apply](#) **Total: \$0.00**

The Wisconsin Sports Foundation is a 501(c)(3) charitable organization that provides financial assistance to youth who wish to participate in The Games. Contributions to the WSF are tax-deductible to the full extent allowed by law.

Yes, I would like to help a youth athlete who would otherwise be unable to compete in The Games.

Donations of \$100 or more include membership in the Medal Club. For more information about the Medal Club, please contact ahoeschen@sportsinwisconsin.com.

My Donation to WSDC Athlete Opportunity Fund : [Apply](#)

For your convenience our system allows you to register multiple athletes, teams and events in a single transaction

Click 'Additional Registration' to add another athlete, team or event

[Additional Registration](#) [Complete Registration](#)

Step 11: Once you have completed your registration, you will be redirected to the "Registration Confirmation" page.

Step 12: Click the "Done" button to return to the "My Registrations" page.

Repeat Steps 2 through 11 to make additional roster updates for team events.