JESA BOWLING ONLINE ENTRY FORM INSTRUCTIONS

Below are the instructions for entering your roster and information. It is important that you complete all portions of the form.

ACCESSING THE FORM

I.

- A. Go to the IESA Website and click on the red MEMBER LOGIN button on the left side of the web page.
- B. Choose your school from the drop-down menu and enter your school password.

IESA MEMBER CENTER												
	IESA Member School Login											
	Administrators, coaches, directors, concussion test log in here. Choose your school and enter your password to log in.											
	School	Choose City/School	▼									
	Password											
			Click here to log in									
	HELP! I don't know the password!											
	Not a Member of the IESA? Membership Information for Prospective Members											

II. ENTERING YOUR BOWLING ROSTER INFORMATION

- A. You have now accessed your school's activity tracker.
- B. Click on the REGISTRATION & ENTRY CENTER LOGINS link at the top of the page.
- C. Then, click BOWLING ENTRIES.
- D. Next, click ENTRY FORM.
- E. Complete first name, last name, grade level and birth date for every member on your bowling team.
- F. Only the number of roster spots that were entered during registration will appear. If only 1 bowler was registered, only 1 roster spot will appear. Two alternate spots will only be listed if you have 4 registered bowlers in a given division.

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IESA MEMBER CENTER												
Menu Barrington Prairie												
Activity Transfer Devictorian & Extra Context Loging Information Email Context Officials Search												
Activity inacket - Registration & Entry Center Logins - Information - Email Center - Officials Search												
User session expires @ 10:48:18 AM REGISTER FOR TEXT ALERTS CONCUSSION CERTIFICATION												
Important Messages												
Very house NOT ATTENDED a 2010 2017 division meeting												
four have NOT AT LENDED a 2016-2017 division meeting.												
Please follow this link to complete your facilities survey for the 2016-2017 school year.												
2016 2017 Activity Tracker												
GREEN = GOOD TO	60	×	ELLOW -	ATTENTION		RED = OVERDUE/PROBI	EM					
Activity	Coach	15-16	16-17	Activity	Entry Form	Seeding	Team	Co-op				
				Probation		Contests Ranking	Photo					
Boys Golf	William Bentley	YES	PAID	ок	<u>ок</u>	n/a	n/a	n/a				
Girls Golf	William Bentley	YES	PAID	ок	<u>0K</u>	n/a	n/a	n/a				
Boys Cross-Country	Audrey Abboreno	YES	PAID	ок	10/5/2016 Noon	n/a	n/a	NO				
Girls Cross-Country	Marge Miskovetz	YES	PAID	ок	10/5/2016 Noon	n/a	n/a	NO				
Boys Wrestling	Gary Rizzio	YES	PAID	ок	ASSIGNMENTS PENDING			NO				
7th Girls Volleyball	Meagan Stass		PAID	ок	ASSI	ASSIGNMENTS PENDING		NO				
8th Girls Volleyball	Brian Buessing		PAID	ок	A SSIGNMENT S PENDING			NO				
Boys Bowling	2	YES	PAID	ок	3/22/2017	n/a	n/a	n/a				
Girls Bowling	2	YES	PAID	ок	3/22/2017	n/a	n/a	n/a				
Scholastic Bowl	Christine Dykstra	YES	PAID	ок	ASSIGNMENTS PENDING			NO				
7th Boys Track & Field	Monica Shore	YES	PAID	ок	ASSIGNMENTS PENDING			NO				
8th Boys Track & Field	Tyler Sinclair	YES	PAID	ок	ASSIGNMENTS PENDING			NO				
7th Girls Track & Field	Ashley Sword	YES	PAID	ок	ASSIGNMENTS PENDING			NO				
8th Girls Track & Field Mike Holmes		YES	PAID	ок	ASSIGNMENTS PENDING			NO				
Activity	Coach	15-16	16-17		Entry Form		Photo	Со-ор				

III. ACCESS YOUR ROSTER

- A. You will be able to access your roster(s) and make changes to your information up until the time of the roster changes deadline.
- B. If you do make changes to your roster, please make sure that you click the UPDATE ENTRIES button prior to logging off the system.
- C. Our office will have access to your roster information; however, it is recommended that you bring a copy of your most recent roster with you to the competition.
- D. Changes to your bowling roster must be completed no later than the Roster Changes Deadline listed in Section II of the Terms and Conditions. After this deadline, the only accepted changes will be scratches and changes to the starting lineup based on the individuals listed on your roster.

IV. PRINTING YOUR ROSTER

- A. Print your entry form and keep it with you at the competition. If you make any changes, print the most recent copy for your records.
- B. To view your roster, go to the member center, log in and click on the specific activity entry form you wish to view. Then, click VIEW YOUR ROSTER AS A WEBPAGE (located near the top of the form).
- C. To print your roster, once you have selected to view your roster as a webpage, go to the tool bar and select FILE. Scroll down and select PRINT.