

# BOWLS SCOTLAND



Online  
Club and  
Membership  
System

*Help Guide*



## Sign Up - Club Finder

Page

### Contents

Sign Up Process .....	2
Choose a club .....	2

### Sign Up Process

If you are new to the online club and membership system you can create a profile by clicking [here](#)

Then click on 'Sign Up'

The 'Sign Up' form will be displayed.

Complete the form as required. Some of the fields are mandatory. If you have not completed a mandatory field, it will be highlighted in red when you click on the 'Sign Up' button at the bottom of the form.

### Choose a club

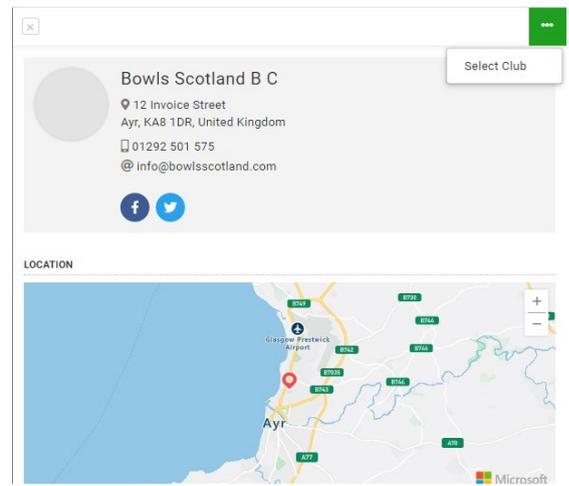
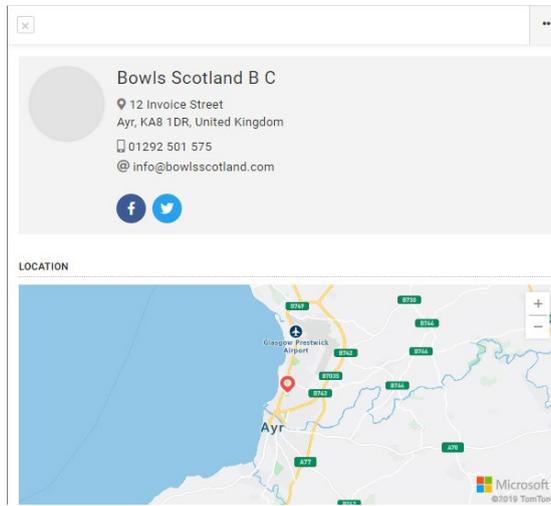
To add your club(s) to your club profile, go to 'Choose A club' and click on 'Choose a club'. A pop-up window will appear at the right-hand side of the screen. Start to type the club name into the 'Type here to search' field. The search results will display club(s) that match the text entered.

Select the required club by clicking on the tick beside it.

From here you can click 'Done'

or you can view Information about the club by clicking 'View Details'

Any key information provided by the club will be shown i.e. address, phone number, email address, social media links. If the club map co-ordinates have been input the map will show the club location. Click on the dots at the top right-hand side of the screen and click on 'Select Club'



The club will now appear at the bottom of the Sign-Up form and you will have the option to add more clubs if required. To do this just click on 'Add' and follow the same process as before.

#### Choose a club

Choose a club to add



The form displays a list of clubs to choose from. The first entry is 'BSBC BOWLS SCOTLAND B C'. Below it is an 'ADD' button with a plus sign icon.

Adding your club to your profile allows members to benefit from discounted rates for some courses.