
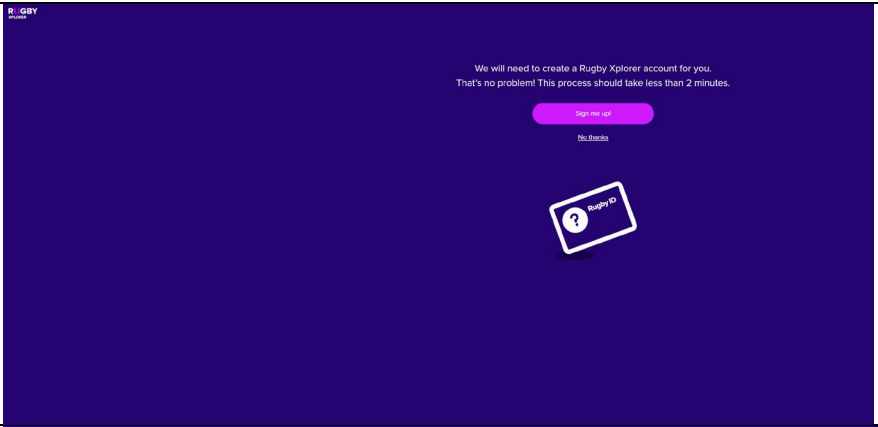
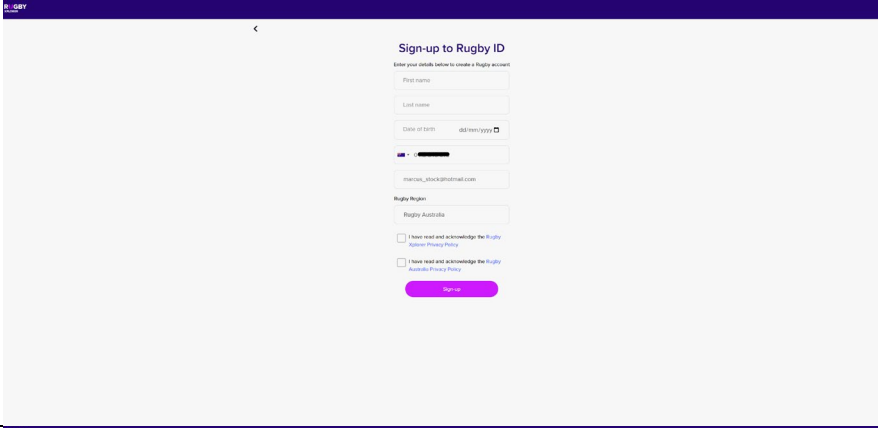
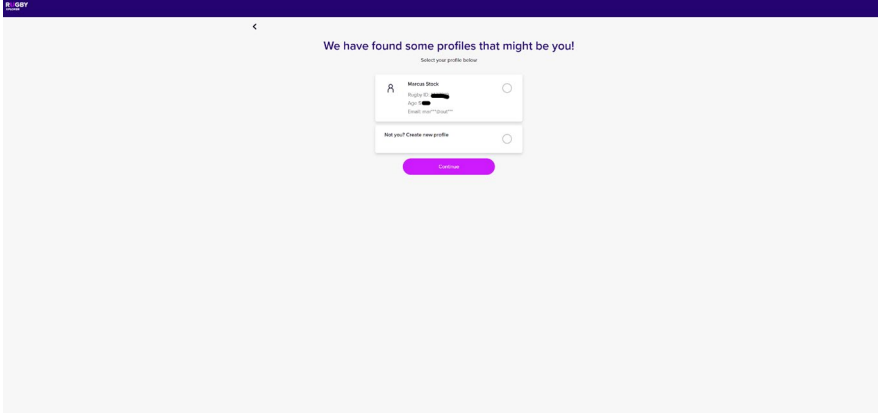
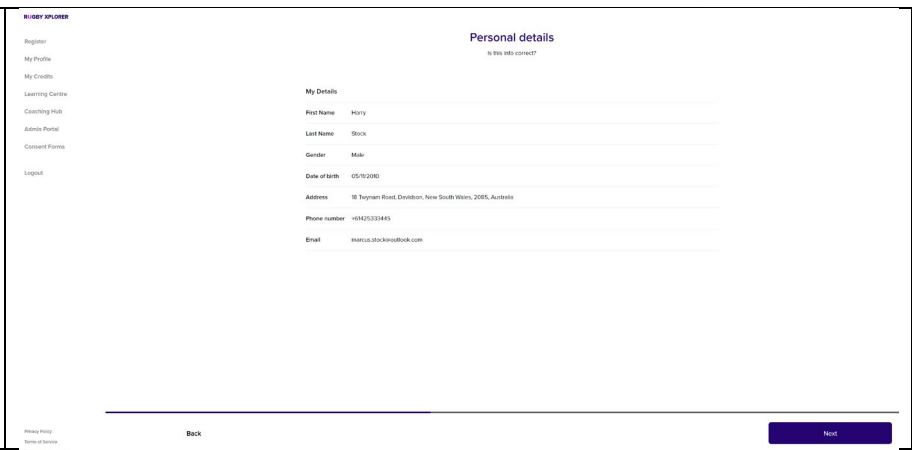
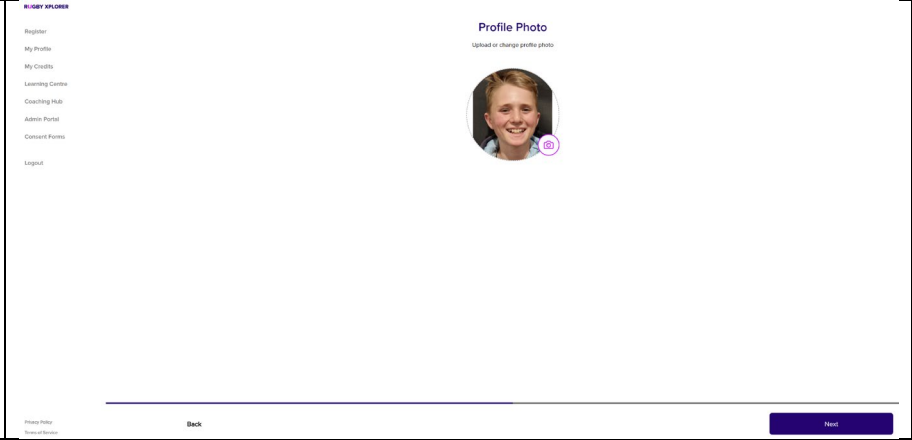
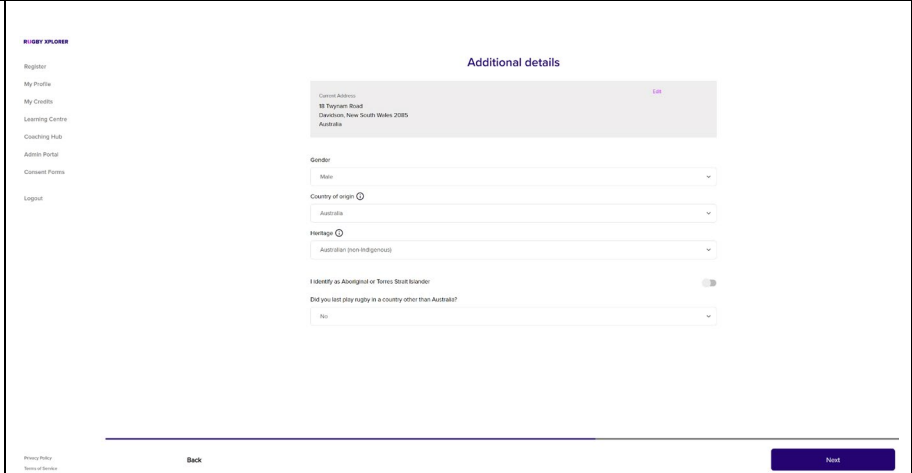
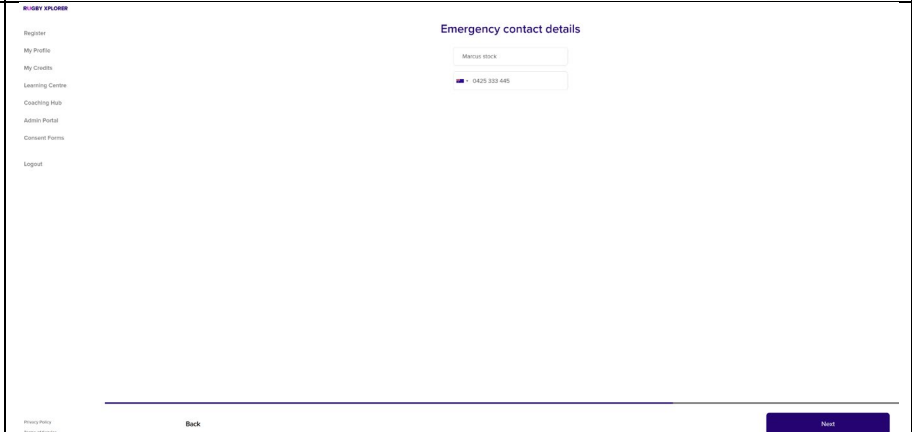


This self-help guide will assist managers register a team for Touch 7s.


| RUGBY ACCOUNT - SIGN IN & SIGN UP | |
|---|--|
| <p>https://myaccount.rugby.com.au/</p> <p>Enter your email address and click continue</p> <p>If you haven't registered this with Rugby Xplorer before you will need to create a new registration. Follow the next few steps below</p> <p>If you are already registered on Xplorer jump to the next page.</p> |  |
| <p>Click Sign me UP</p> |  |
| <p>Enter your details and click Sign Up</p> |  |
| <p>If the system find a previous record for you it will show you profiles that might be yours.</p> <p>If you have registered in the past select your profile</p> <p>If not the click Not you ! Create new profile</p> <p>And click</p> |  |

| | |
|--|--|
| <p>Continue</p> <p>The system will now send you an email to you.</p> <p>Wait a couple of minutes and check your email</p> <p>Open your email</p> | |
| <p>Your email should look like this</p> <p>Click the Verify email</p> | |
| <p>A new Browser window will open and prompt you to enter your NEW password and enter your NEW password again and then click CONFIRM</p> | |
| <p>Please fill in your details and upload a photograph of yourself</p> <p>PLEASE make sure your profile is marked as Make my profile private NO</p> <p>The only people who will see your profile will be the Wakehurst Touch 7s admin team!</p> <p>Please click update in each section as you complete it</p> | |
| <p>Registration</p> <p>You must have completed sign in/ sign up procedure first via Rugby Xplorer app.</p> | |

| | |
|---|--|
| <p>Open Rugby Xplorer app/ Rugby Portal Click “Register”</p> <p>If you have been sent a link to a team then click to open it</p> <p>Login and then select the player you want to register for the Touch 7s Team</p> <p>Click Next</p> | |
| <p>You will be asked to confirm which team you want to register to</p> <p>Please click the select box on the right hand side</p> <p>Click Next</p> | |
| <p>Which Rugby Event would you like to register to?</p> <p>Please click the dropdown box and select PLAYER click Next</p> | |

| | |
|--|--|
| <p>You will see a screen flash up saying great news registrations are open</p> <p>and</p> <p>then it will go to personal details</p> <p>Click Next</p> |  |
| <p>Now ready check the profile picture of the player</p> <p>You can upload a new one by clicking the Camera Icon</p> <p>Then click NEXT</p> |  |
| <p>Now ready check the additional details of the player</p> <p>You can change the options by clicking the drop downs</p> <p>Then click NEXT</p> |  |
| <p>Now ready check the emergency contact details of the player</p> <p>Then click NEXT</p> |  |

| | |
|--|--|
| <p>Select the school for the player</p> | |
| <p>Please add qty 1 to Touch 7s development fee –</p> <p>And Select your shirt Size Please note we will provide the following sizes</p> <p>8,10,12,14,16,S,M,L,XI,XXL</p> <p>Universal fit mens and womens</p> | |
| <p>You will see then fees and then click</p> <p>I have read and agree to the National Terms and Conditions</p> <p>Click Pay</p> | |
| <p>Enter your payment details</p> <p>And click Make payment</p> | |

| | | |
|--|---|--|
| <p>Your player is now registered</p> <p>See you at Touch</p> | <p>RUGBY XPLORER</p> <ul style="list-style-type: none">RegisterMy ProfileMy CreditsLearning CentreCoaching HubAdmin PortalConsent FormsLogout <p>Privacy Policy</p> | <p>Success! Your registration is complete</p> |
| | |  Profile |