

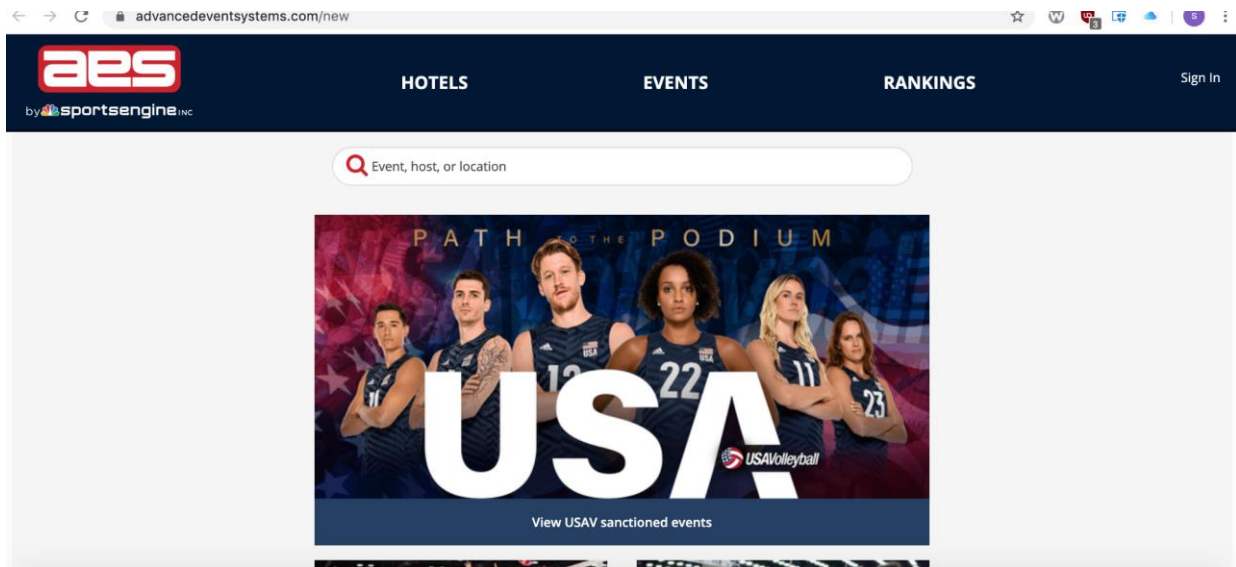


AES ACCOUNT CREATION

Individuals and Clubs

SportsEngine and AES are now integrated! Make sure to use the same credentials (username and password) when setting up both accounts.

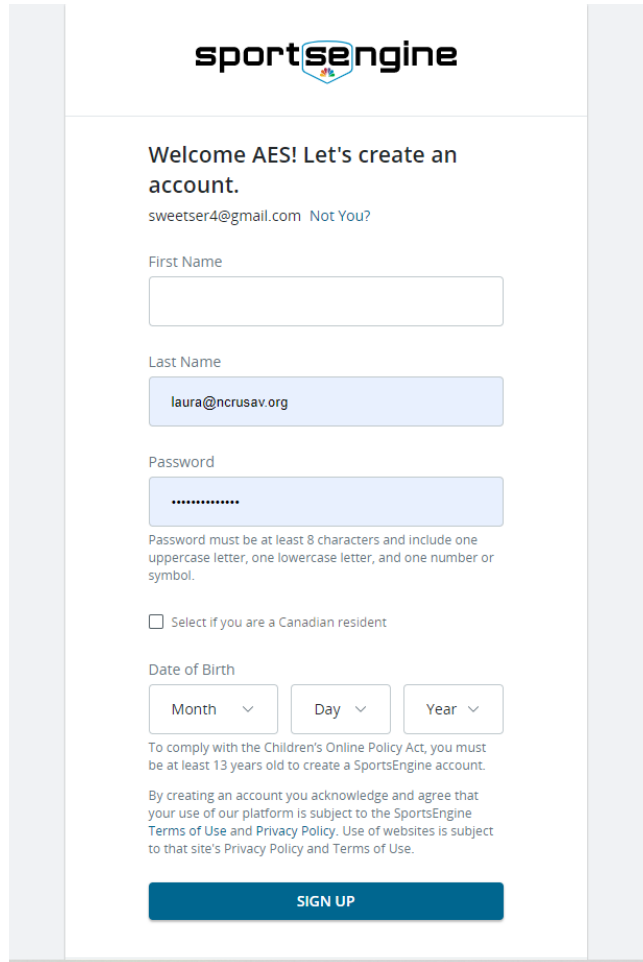
1. Go to www.advancedeventsystems.com
2. Click on **Sign In** in the upper right corner (see below).



3. Input your email address and click **NEXT**.

A screenshot of the SportsEngine login/registration form. The form is titled "Welcome AES" and asks the user to "Enter your email address to sign in or create an account". There is a text input field labeled "Email Address" with the placeholder text "youremail@gmail.com". Below the input field is a blue button labeled "NEXT". At the bottom of the form, there are links for "What's SportsEngine?" and "Need Help? SportsEngine Help Center". The footer of the page includes links for "Terms of Use" and "Privacy Policy", and a copyright notice: "© 2020 SportsEngine. All Rights Reserved."

4. If you do not have an AES account, you will be prompted to create one. Complete the information requested and click **SIGN UP**.



The screenshot shows the SportsEngine account creation page. At the top is the SportsEngine logo. Below it, the text reads "Welcome AES! Let's create an account." followed by the email "sweetser4@gmail.com" and a link "Not You?". The form includes fields for "First Name", "Last Name" (pre-filled with "laura@ncrusav.org"), and "Password" (pre-filled with "*****"). A note specifies the password must be at least 8 characters with an uppercase letter, lowercase letter, and a number or symbol. There is a checkbox for "Select if you are a Canadian resident". The "Date of Birth" section has dropdowns for "Month", "Day", and "Year". A disclaimer states that users must be at least 13 years old. A final disclaimer states that by creating an account, the user agrees to the SportsEngine Terms of Use and Privacy Policy. A blue "SIGN UP" button is at the bottom.

sportseengine

Welcome AES! Let's create an account.

sweetser4@gmail.com [Not You?](#)

First Name

Last Name

laura@ncrusav.org

Password

Password must be at least 8 characters and include one uppercase letter, one lowercase letter, and one number or symbol.

☐ Select if you are a Canadian resident

Date of Birth

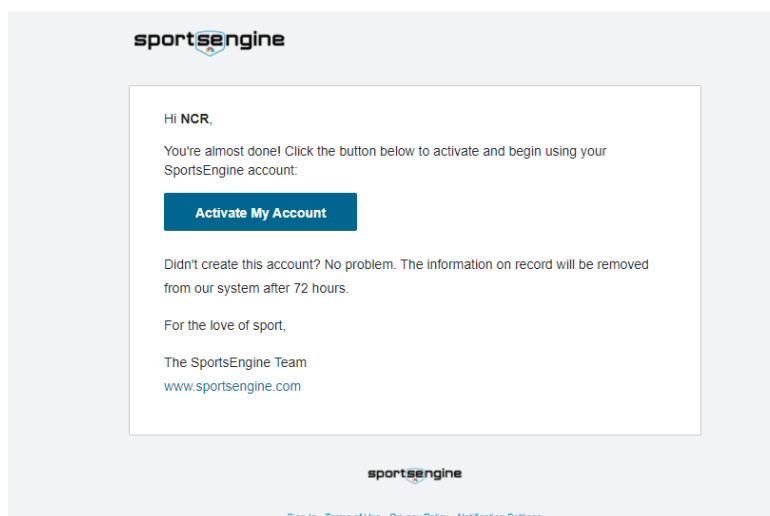
Month Day Year

To comply with the Children's Online Policy Act, you must be at least 13 years old to create a SportsEngine account.

By creating an account you acknowledge and agree that your use of our platform is subject to the SportsEngine Terms of Use and Privacy Policy. Use of websites is subject to that site's Privacy Policy and Terms of Use.

SIGN UP

5. A verification link will be sent to the email address that you registered. Check your email inbox, open the email and click **Activate My Account**.



- Next you will be prompted to **Complete Profile** information. Make sure to fill in all required* information.

At the bottom of the profile page, you will be asked to select your **User Roles**. You can have multiple “Roles” in AES so make sure to check all that apply. Click **Create**.

Advanced Event Systems [Help](#) [Sign Out](#)

First Name * **Last Name ***

Birth Date * **Gender ***

Address

Line 1 **Line 2**

City **State** **Zip**

Country *

Contact

Email **Phone** **Cell Phone**

User Roles *

☐ Official

☒ Club Director

☒ Tournament Director

Attention Tournament Director! You will now be available to other tournament directors to be listed on their own created events. If you are interested in creating your own events.

☒ Tournament Director

[Create](#)

- Club Director/Organization Admin** – once you have set up the Club’s AES account, please notify NCR.