

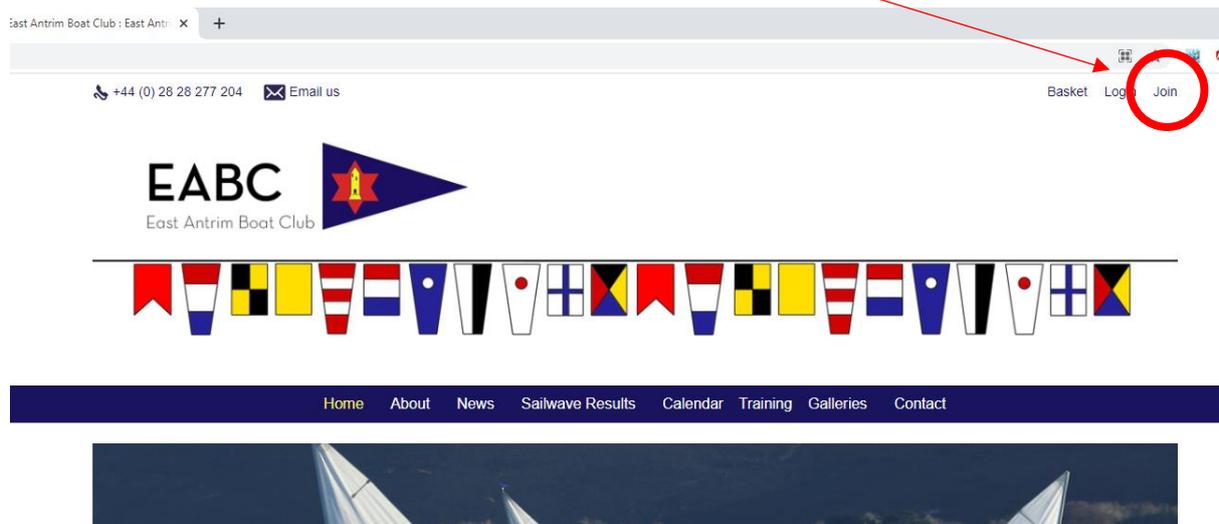
Making a Booking with Sailing Club Manager

This guide will provide a brief walkthrough of booking an event at East Antrim Boat Club using the Sailing Club Manager platform. As different events require slightly different information, you may see variations as you follow through the steps, however the underlying principles remain the same.

Step 1

If this is your first time booking an event at East Antrim Boat Club, you will first have to create an account. If you already have an account you can login and continue to Step 2.

Navigate to <https://membership.eabc.club/> using your web browser of choice and click the “Join” button in the top right hand corner.



Click on the green button at the bottom of the page titled “Create an account”.

Here you will be asked to enter your personal details. Fill in this information, tick the box to confirm you are not a robot, and then click “Create account”.

Home About News Sailwave Results Calendar Training Galleries Contact

Home / Create account

Create an account

Create account

First name

Last name

Email address

Phone number

Password

Confirm password

I'm not a robot

reCAPTCHA
Privacy - Terms

Create account

Already got an account? [Log in to your account](#)

You will now see a message confirming that your account has been created. You will also receive an email at the address you provided confirming your login details.

Step 2

Now that you have an account and are logged in, click the “Calendar” button along the top navigation bar.

+44 (0) 28 28 277 204 Email us Test Account Portal Basket Logout Join

EABC
East Antrim Boat Club

Home About News Sailwave Results Calendar Training Galleries Contact

Your account has been created

Portal / Apply to join

Apply to join

New application

Membership type

Home
Crew available
Tasks
My profile
My profile uploads
My messages
My availability
My boats

From here you will see a list of upcoming events at East Antrim Boat Club. If the event is currently bookable, you will see a link to the right hand side which will take you to the registration page.

Home / Events

Classes & Designs... Year... Month... Day... [Click here to subscribe to this calendar](#)

Types **Any** Regatta Keel Boat Racing Dinghy Racing Open Event General Meeting Committee Meeting Entertainment Prize Giving Training Private Event Friday Evening Meals Club Maintenance

Tags **Any** Dinghy Racing Entertainment Friday Evening Meals General Meeting Keel Boat Racing Laser Ulster Open Event PTBO RNLI RYA Topper Finale Training and Courses

October 2021				
Saturday	9th	18:30	Ashton Trophy (FF)	keel boat racing
Sunday	10th	11:00 - 12:30	Junior Ready To Race	training
Sunday	10th	11:00 - 12:30	Open Sessions	training
Sunday	10th	13:30	Ashton Trophy (FF)	keel boat racing
Sunday	17th	11:00 - 12:30	Junior Ready To Race	training
Sunday	17th	11:00 - 12:30	Open Sessions	training
Sunday	17th	13:30	October Series	dinghy racing
Saturday	23rd → 24th		Hot Toddy (GP14)	open event
Sunday	31st → 27th Mar 2022		EABC Winter Series	dinghy racing
Sunday	31st	11:00 - 12:30	Junior Ready To Race	training

If the event has multiple entry types, you will see a list of available options and prices from here. Click on the green "Select" button corresponding to the entry you would like to make. In this example, there is only one option available.

Home / Events / Hot Toddy (GP14)

Hot Toddy (GP14)

23rd - 24 October

Please click the button below to register for this event. If you have not already done so, you will need to create an account before entering. You can do this by clicking the "Join" button in the top right.

You must complete and return an Insurance Declaration form (available below).

Downloads

- [EABC Insurance Declaration](#)

Book this event

Boat Entry - £50.00	99 remain
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Select...

[Previous](#) [Add to calendar](#) [Next](#)

Last updated 1:13pm on 8 October 2021

Step 3

Enter the details requested for entry to the event. The first dropdown menu should include the option “Myself” which will use the information that you have already provided when creating an account.

If this is your first time making a booking with us, you will have to select “Define new boat” from the “Which Boat?” section, allowing you to enter your boat’s details. If you have made a previous booking, your boat name and sail number should appear on the dropdown.

The screenshot shows a web form titled "Boat Entry - £50.00" with a "99 remain" indicator. The form includes several fields: "For whom?" (dropdown menu with "Myself" selected), "Email address" (text box with "rbrown@atc-systems-ltd.com"), "Phone number" (text box with "07736908341"), "Which boat?" (dropdown menu with "Define new boat..." selected), "Boat name" (text box with "GP14"), "Sail number" (text box with "1726"), "Crew" (dropdown menu with "Add new..." selected), "Name" (text box with "My Crew"), and "Crew emergency contact details" (text box with "Crew Contact 123456789"). A red circle highlights the "Which boat?" dropdown menu, and another red circle highlights the "Done - Add to basket" button at the bottom right. A red arrow points from the top right of the page towards the "Which boat?" dropdown, and another red arrow points from the "Done - Add to basket" button towards the bottom right of the page.

Complete any remaining information and click the “Done – Add to basket” button.

Step 4

You are now ready to complete your entry and make payment. You can either click the “your basket” link from the green bar, or the “basket” option in the top right corner.

The screenshot shows the EABC website header with contact information (+44 (0) 28 28 277 204, Email us), Test Account, Portal, Basket (circled in red), Logout, and Join. The EABC logo and East Antrim Boat Club name are visible. A navigation bar includes Home, About, News, Sailwave Results, Calendar, Training, Galleries, and Contact. A green notification bar states "1 ticket(s) added to your basket." (circled in red). Below the notification, the breadcrumb "Home / Events / Hot Toddy (GP14)" is shown. The event title "Hot Toddy (GP14)" and dates "23rd - 24 October" are displayed. A message prompts the user to click a button to register for the event.

Here you can view a summary of your booking, click the green “Booking details” button to confirm.

The screenshot shows the "Basket" page with a navigation bar containing "Basket", "Booking details", "Emergency information", and "Payment". A table lists the booking details:

Details	Price	Quantity	Tax	Total
Hot Toddy (GP14) / Boat Entry Hot Toddy (GP14) GP14 / 1726 By Test Account Crew My Crew (0, Unknown) Will be held for 6 minutes	£50.00	1	n/a Exempt	£50.00
Total		1	0.00%	£50.00

A green "Booking details >" button is circled in red in the bottom right corner.

Continue to click the green button in the bottom right to navigate through the “Booking details” and “Emergency Information” pages, confirming your information on both.

Finally, click the "Payment" button which will present you with the total amount due.

[Home](#) / [Payment](#)

Basket

Booking details

Emergency information

Payment

< Emergency information

Cost £50.00. Pay using...

Credit / Debit Card

< Emergency information

Click the green "Credit / Debit Card" button, enter your card details as requested and click "Pay Now". If payment is successful you should see a payment success message and will also receive a confirmation email.

If you have any difficulties making a payment or have any queries, please do not hesitate to get in touch by emailing honsec@eabc.club