

HOW DO I CREATE A DIRECT LINK FOR A SWIM MEET?

In Swim Central, it's possible to generate a direct "clickable" link, to allow potential participants direct access to nominate for your meet in Swim Central. This direct link can be emailed, placed within a flyer or on a website.

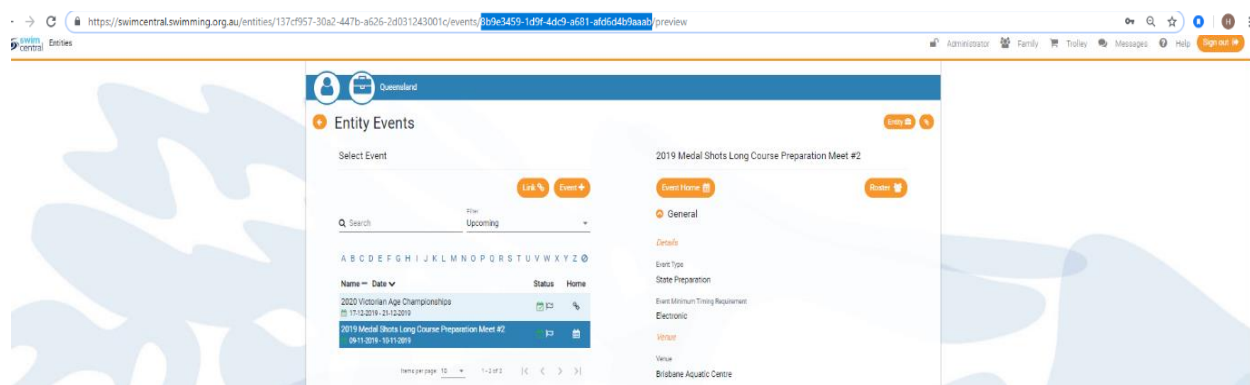
[CLICK HERE TO ACCESS SWIM CENTRAL](#)

STEP 1.

Sign in to Swim Central, navigate to your Entity Home screen and select your Events tile, choosing the event you wish to create the direct link for, from the list.

STEP 2.

Locate the unique identifier for the event, it will be visible in the website address bar (see screen shot below), copy this unique identifier. *Example Unique Identifier: 1bbf19c0-e257-4a19-b13f-5abeea03e248*



STEP 3.

Paste the unique identifier within the direct link template (available below), to create your direct link.

<https://swimcentral.swimming.org.au/bounce?returnUrl=/events/INSERT-UNIQUE-IDENTIFIER-HERE/view/preview>

WHAT HAPPENS WHEN A MEMBER USES THE DIRECT LINK?

- After clicking the link, the parent is directed to the Swim Central sign in page (if not already signed in).
- Once they've signed in they're directed to their My Family page, where they unlock their family pin and select the family member they wish to nominate first.
- After selecting the family member, they're directed to the family member's Events Calendar, where the meet is pre-selected from their Events Calendar (*on the right side of the screen on a desktop view; or after scrolling down the page on a mobile view*).
- They then use the Nominate button to complete the nomination workflow process for the first family member and they repeat the nomination workflow process as needed, to complete nominations for all family members.

We would like to encourage clubs to remind their members to ensure that they proceed to the final confirmation screen (big green tick) for each family member's nomination to avoid creating a pending payment.

[Need further help? You can find other help files on our website here.](#)