

Entering a Meet using Online Meet Entry (OME)

Step 1. Locating the Link

Locate the link to the Online Meet Entry portal.

- Via [MyLANE](#) under the Meets Menu Item.
- Via your Clubs Website or the Meet Organiser's Website.
*Brisbane Region Club Meets all appear on the [BSA Website](#)
- Via the Meet Flyer sent to your Club or displayed on the Club notice board.
- By contacting your Club or the meet organiser directly and requesting the link.

Step 2. Logging In

Ensure you are logged in under the swimmer you want to enter into the meet. It will specify who you are logged in as at the top of the page. If that is not correct select the *Not You?* Option at the top right hand side of the screen and log in under the correct swimmer.

Step 3. Enter Events

Select *Enter*. Then select the appropriate events from the *Events you may enter* by changing the drop down option to *Yes*. Please note if a time is not showing check [results central](#) to ensure the result has been uploaded and approved. If not contact the organiser of that meet as this usually means the results have not yet been submitted.

Select *Proceed* and a confirmation of the Booking details will be shown on your screen.

Step 4. Payment

Select *Proceed to Payment* and enter your credit card details. Please ensure you do not use Auto fill at this step. You will be given a confirmation screen and the option to retrieve your receipt for the meet entry. Download the receipt if desired and then select cancel to return to the main screen for the final step.

Step 5. Confirmation of Entry

Confirm your swimmers entry into the event by selecting *Competitors*.

This Meet has one or more events which you may be able to enter. Please specify below which event/s you wish to enter by selecting the appropriate fee type from the dropdown menu for the event. Please note for Multi Class Events, qualifying times that show are for the slowest class. Please check you meet the qualifying times for your class before entering as refunds will not be provided.

Events you may enter

Event Number	Event	Your best time	Qualifying Time	Type	Enter Event
14-14F	Women, 17-18, 400 Freestyle	4:21.95 (L)	Below 5:19.26(L)	Standard	<input type="button" value="No"/>
35-35F	Women, 17-18, 200 IM	2:20.98 (L)	Below 2:48.48(L)	Standard	<input type="button" value="No"/>
6-6F	Women, 17-18, 200 Butterfly	2:15.75 (L)	Below 2:45.67(L)	Standard	<input type="button" value="No"/>
26-26F	Women, 17-18, 200 Freestyle	2:03.13 (L)	Below 2:32.77(L)	Standard	<input type="button" value="No"/>
42-42C	Women, 17-18, 100 Butterfly	1:01.89 (L)	Below 1:15.23(L)	Standard	<input type="button" value="No"/>
33-33C	Women, 17-18, 100 Freestyle	57.40 (L)	Below 1:10.08(L)	Standard	<input type="button" value="No"/>
4-4	Women, 12 & Over, 50 Freestyle	26.63 (L)	Below 30.14(L)	Standard	<input type="button" value="No"/>

Events you do not qualify for

Event Number	Event	Your best time	Qualifying time	Type
10-10C	Women, 17-18, 100 Breaststroke		Below 1:26.26	Standard
18-18C	Women, 17-18, 100 Backstroke		Below 1:17.05	Standard