

28 - 29 APRIL 2018

BEIRUT

CORPORATE

GAMES

REGISTRATION SYSTEM USER GUIDE 2018

ABOUT THE REGISTRATION SYSTEM

Success is a long journey for those who are ready to walk the extra challenging mile and achieve their moment of glory. It's the result of hard work, talent and sense of duty.

BCG with the collaboration of **Eastline Digital**, have created an effortless process for you to register online your players and teams in six simple steps.

We are proud that we will be taking the Corporate Games this year to higher standards, bringing together the most professional BCG event in Lebanon and the region.

Our nine years partnership with [Eastline Digital](#), along with their profound knowledge of both the games and the business will guarantee an unforgettable experience for you again this year.

REGISTER, MANAGE. CONTROL, EDIT, ENJOY...

This process is designed to help you change edit, build, control and manage your players and teams as well as to view the results in real time during the games.

STEP 1 - LOGIN

1. Visit: <http://www.beirutcorporategames.com/registration>
2. Enter the username and password that you received by email.



The screenshot shows the login interface for the Beirut Corporate Games Online registration system. The header features a green gradient background with the text "WELCOME TO BEIRUT CORPORATE GAMES ONLINE PLAYERS & TEAMS REGISTRATION SYSTEM" on the left and "BEIRUT CORPORATE GAMES" on the right. A red vertical banner on the right side of the header contains the text "28 - 29 APRIL 2018". Below the header, there is a "Home" link. The main content area is titled "Login" and contains two input fields: "Username:" and "Password:". A "Login" button is positioned below the password field.

Home

Login

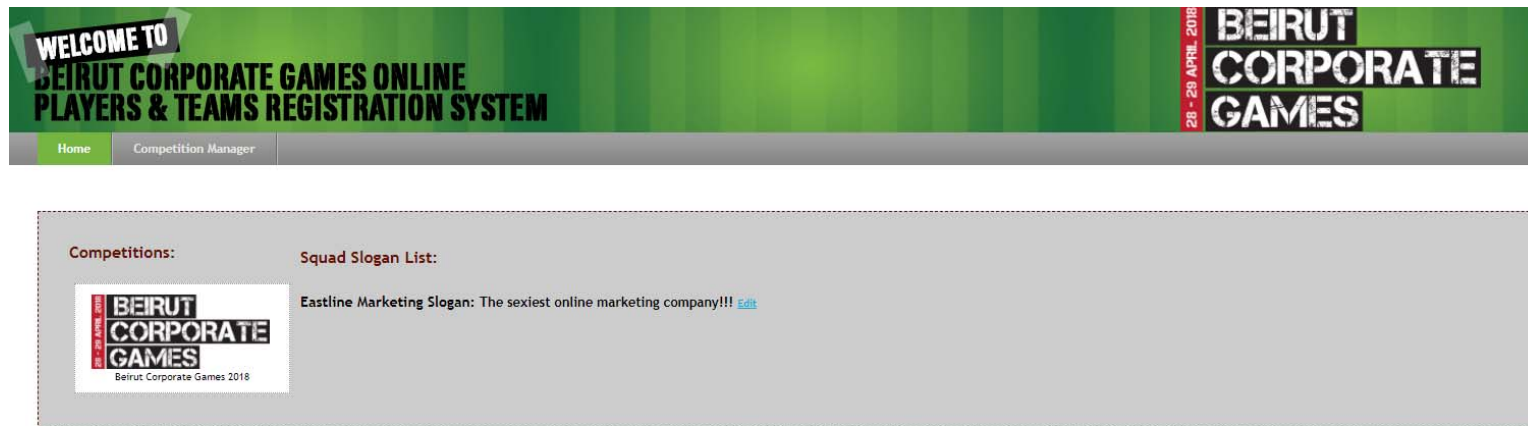
Username:

Password:

Login

STEP 2 – WELCOME SCREEN

1. Once logged in, click on the competition icon to start.



2. Click on EDIT slogan and enter the slogan of your team.

STEP 3 – DASHBOARD

1. The dashboard gives you general statistics about your Squad (Company).
2. Click on the “Squad Management” menu on the left.

WELCOME TO
BEIRUT CORPORATE GAMES ONLINE
PLAYERS & TEAMS REGISTRATION SYSTEM

28 - 29 APRIL 2018
BEIRUT
CORPORATE
GAMES

Home Competition Manager

Beirut Corporate Games 20 ▾

Dashboard
Medal Board
Squad Management
Reports

Dashboard

Eastline Marketing

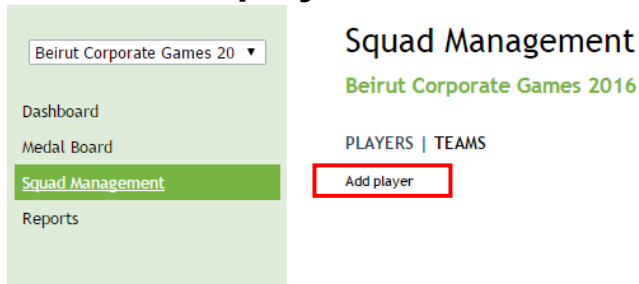
Squad Slogan: The sexiest online marketing company!!!

Total # of Players: 1
Total # of Teams: 0
Total # of Women: 0
Total # of Men: 1

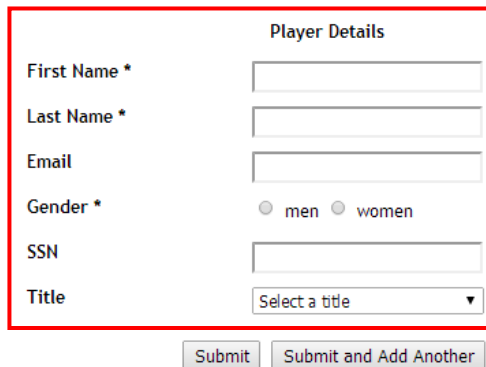
Gender	General	Total
Women	0	0
Men	1	1
Total	1	1

STEP 4 – ADDING PLAYERS

1. Before being able to assign players to games, you need to add your players.
2. Click “Add player”.



3. Enter your first player’s information (* indicates mandatory information)

A screenshot of a 'Player Details' form. The form is enclosed in a red border. It contains the following fields: 'First Name *' (text input), 'Last Name *' (text input), 'Email' (text input), 'Gender *' (radio buttons for 'men' and 'women'), 'SSN' (text input), and 'Title' (dropdown menu with 'Select a title' as the selected option). At the bottom of the form are two buttons: 'Submit' and 'Submit and Add Another'.

Please enter a personal or work email as players will be notified of their schedule by email.

4. Click on “Submit” or “Submit and add another” player if the case.

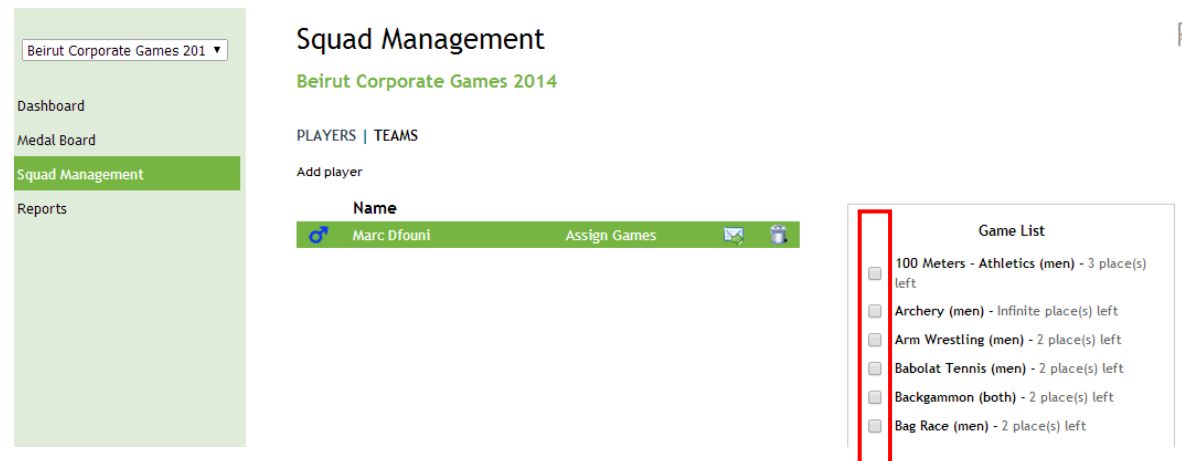
STEP 5— ASSIGNING PLAYERS TO GAMES

1. Now that you have added your players, you need to register them in games.
2. Click on “Assign Games” beside the player’s name.



3. Checkmark the games to assign to the chosen player.

4. Click “Save”.
Restart the process for all other players.



STEP 6— ASSIGNING PLAYERS TO TEAMS

1. Click on “Add Team” beside the game name.

Beirut Corporate Games 2014

Dashboard
Medal Board
Squad Management
Reports

Squad Management

Beirut Corporate Games 2014

PLAYERS | TEAMS

Game	Teams
Baby-Foot	0 Add Team
Dodge Ball	0 Add Team
Olympus Tug of War	0 Add Team
Quiz	0 Add Team
Sports Quiz	0 Add Team
Three Legged Race	0 Add Team

Icons indicate whether a team is restricted to males and/or females

3. Checkmark the players’ names to assign them to this game’s team.

4. Click “Save”. Restart the process for all other game.

Beirut Corporate Games 2014

Dashboard
Medal Board
Squad Management
Reports

Squad Management

Beirut Corporate Games 2014

PLAYERS | TEAMS

Game	Teams
Baby-Foot	0 Add Team
Dodge Ball	0 Add Team
Olympus Tug of War	0 Add Team
Quiz	0 Add Team
Sports Quiz	0 Add Team
Three Legged Race	0 Add Team

BABY-FOOT TEAMS:
You can add up to 2 team/s.

Rules: 2 players/ team, maximum 2 teams/company. 1 Game of 9 points.

Players List

Choose 2 to 2 players

Marc Dfouni

Save Delete

STEP 6— ASSIGNING PLAYERS TO TEAMS

For certain games, you can add more than one team. If it's the case, you will see "Add Team" beside the game's name. Once the "Add Team" link disappears, it means that you cannot add any more teams.

In the example below:

-Although there is already one team created for Baby-Foot, you can still add one more team by clicking on the "Add Team" link.

-For the Three legged race, two teams have been created (of a maximum of 2 teams), so the "Add Team" link is no longer visible.

Squad Manager

Beirut Corporate

PLAYERS | TEAMS

Game	Teams	
Baby-Foot	1	Add Team
Dodge Ball	0	Add Team
Olympus Tug of War	0	Add Team
Quiz	0	Add Team
Sports Quiz	0	Add Team
Three Legged Race	0	Add Team

BABY-FOOT TEAMS:
You can add up to 2 team/s.

Team 1

Click to edit created teams.

28 - 29 APRIL 2018

BEIRUT

CORPORATE

GAMES