

## **RCYC SMART system and directions to follow to sign up for Junior Sailing Courses 2022**

You will have received an automated email from [www.smartclubcloud.com](http://www.smartclubcloud.com) when you became a member of the Royal Cork Yacht Club. The email will contain your USERNAME and PASSWORD (Check your spam folder if you did not receive the email).

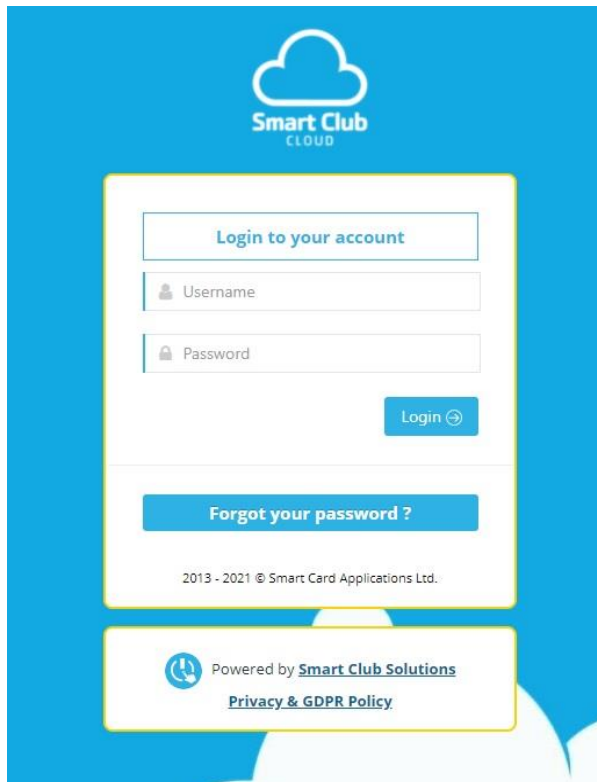
### **New Member**

The following are the steps you need to take:

- 1) Click on this link: <https://www.smartclubcloud.com/>
- 2) Enter your username
- 3) Copy and paste the password that was sent to your email into the password box.

### **Existing Member**

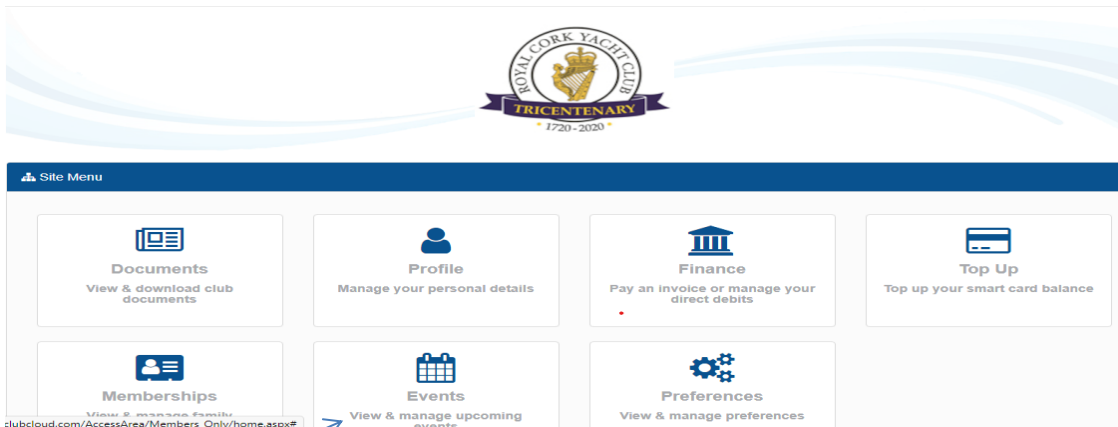
As you are aware we launched the Smart Club Cloud option which is a simple way for you to access your account so you may check your balance & charges and it also enables payment online for subs, marina, dinghy park and in this case our **Junior Sailing Courses 2022** Booking & Payment option. [Click here](#) to bring you to the Smart Cloud home page where you will need your username and password to access your account.



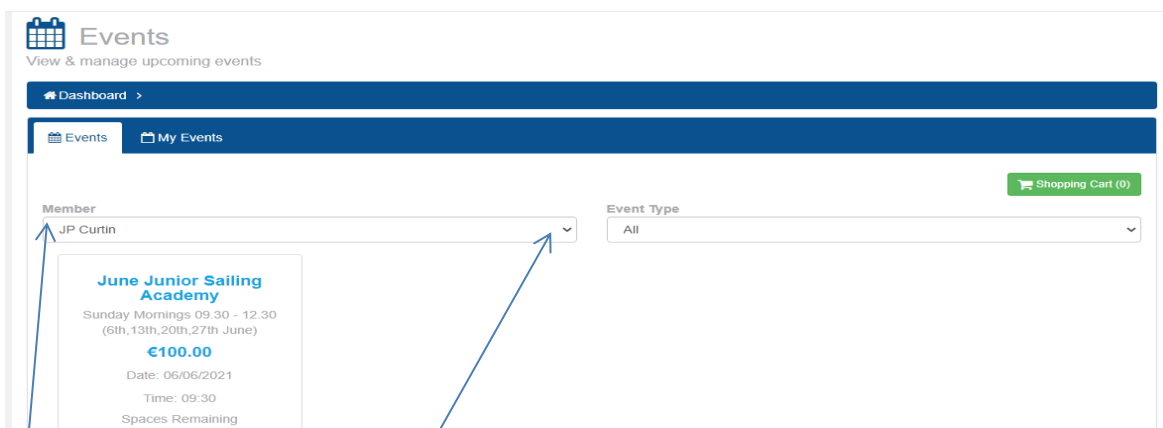
If you have already registered for the Smart Cloud it will be straight forward to log in, if not contact Miriam [miriam@royalcork.com](mailto:miriam@royalcork.com) and she can reset your username and password.

Note: Multiple incorrect logins will result in your account being locked and you will have to contact the office to reset.

Once you are logged in, below are the steps to follow to register your sailor and make payment for June's JSA.



Click on the Events area.....you will then see the below screen.



Under Events, follow the member drop down and select your junior sailor who wishes to participate. Once you select your sailor, the **Junior Sailing Course options** will appear and you hit the “Add to Cart” button. This adds it to your shopping cart. You proceed to “Checkout” as you would normally and this then takes you to an additional information page which you will need to complete – see below by way of example:-

The screenshot shows a checkout page with a form for additional information. The form has the following fields:
 

- Sailors Name**: A text input field.
- Sailors Age**: A text input field.
- Parent Name**: A text input field.
- Parent Mobile**: A text input field.
- Sailors Medical Conditions**: A larger text area for notes.

 At the bottom right of the page, there are two buttons: a red 'Back' button and a green 'Pay Now' button.

Complete the required information and then hit “Pay now”. That takes you to the payment screen for card details. Proceed with payment by inputting your payment card details.

Once payment has been made your application will then appear live in your "My Events" tab as illustrated below:-

Events  
View & manage upcoming events

Dashboard >

Events My Events

Future Events

Member ID	Member	Event	Description	Amount (inc.VAT)	Date	Time	# of Weeks	
5188	JP Curtin	Sunday Mornings 09.30 - 12.30 (6th,13th,20th,27th June)	June Junior Sailing Academy	€100.00	06/06/2021			Cancel Request

If you have any queries please contact Miriam at [miriam@royalcork.com](mailto:miriam@royalcork.com) / 021-4831023.