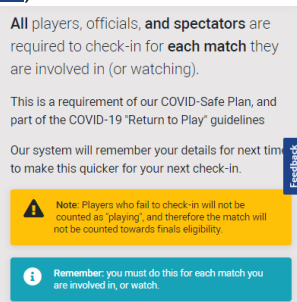


“Dummies Guide” to Completing a COVID Check-In

Within 1 hour prior to your match, complete the following to check-in.

1. On your mobile phone:

- Open your Camera app and scan the QR Code; or
- Visit <https://townsville.tf/checkin>



2. Create your profile or Choose a Profile (if you have check-in already)

- We'll link it to your MySideline profile in the system, so you don't need to provide your address, etc.
- Use your mobile number (preferably) so we can send you a reference number for your check-in.

It looks like you've previously checked into the association on this device, so we loaded up your profile/s below.

To continue with check-in, choose the person you want to check-in, or tap "Someone Else" to check-in a new person.

Kerrod Hall **CHECK ME IN**

SOMEONE ELSE

OR

Legal First Name*
Your
This must match the name on your identification documents such as Drivers Licence or Birth Certificate.

Legal Last Name*
Name
This must match the name on your identification documents such as Drivers Licence or Birth Certificate.

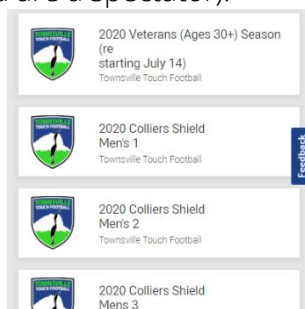
Phone Number*
Mobile (preferred) or Home Phone
Either a mobile phone or home phone number is required, and must match one of the following formats: (0)7322 222222 or (0)7322 2222222

PLAYER NAME was already found in Townsville Touch Football so we updated the profile.

NEXT

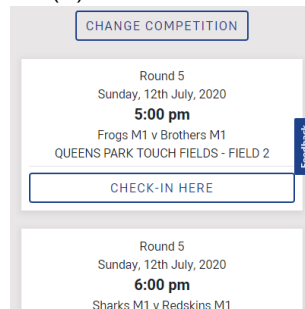
3. Choose Competition

- Find and tap on the competition for the match that you are involved in (i.e. playing, coaching, refereeing), or watching (if you are a spectator).



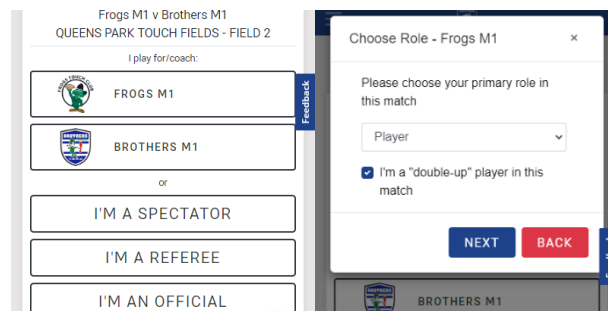
4. Find Match

- Find the match you need to check-into and tap on "CHECK-IN HERE"
- If your match is not available, it may be because you chose the wrong competition, or are trying to check-in more than one (1) before the match starts.



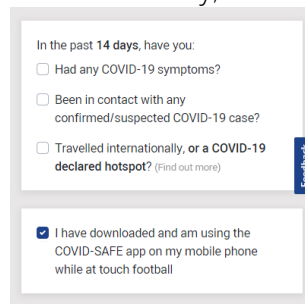
5. Choose Team or Role

- PLAYERS/COACHES/MANAGERS: tap on your team then choose your role.
 - DOUBLE-UP PLAYERS: Don't forget to tap the "Double Up" box!
- SPECTATORS/REFEREES/OFFICIALS: tap on the appropriate button



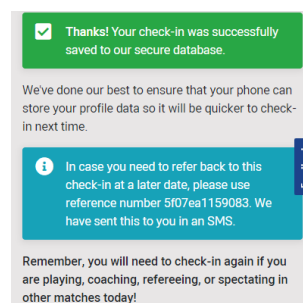
6. Answer COVID-19 Track & Trace questions

- If you tick any of the first three boxes and **have not been medically cleared**, you must complete the check-in, inform us immediately, and then return home.



7. Complete Check-In

- You have now completed check-in and will receive a reference number on-screen (screenshot to keep a copy) and via SMS (if you entered a mobile number). Your details will be saved for next time.
- You can check-in someone else in your family, by tapping "NEW CHECK-IN"



CHECK-IN REQUIREMENTS

All players, coaches, managers, officials, referees, AND spectators are required to complete a COVID-19 Check-In as part of our COVID-SAFE PLAN.

Failing to complete this check-in could put our touch football (and wider) community, and our ability to run competitions, at risk!

To complete your check-in, scan the below barcode (using your phone's Camera or QR Code Scanner app) and complete the check-in process.

The check-in function will become active one (1) hour before your match and will close at 12 midnight that night.



Having trouble scanning?

Just visit "<https://townsville.tf/checkin>" in your phone's web browser (Safari/Chrome/etc.)

