

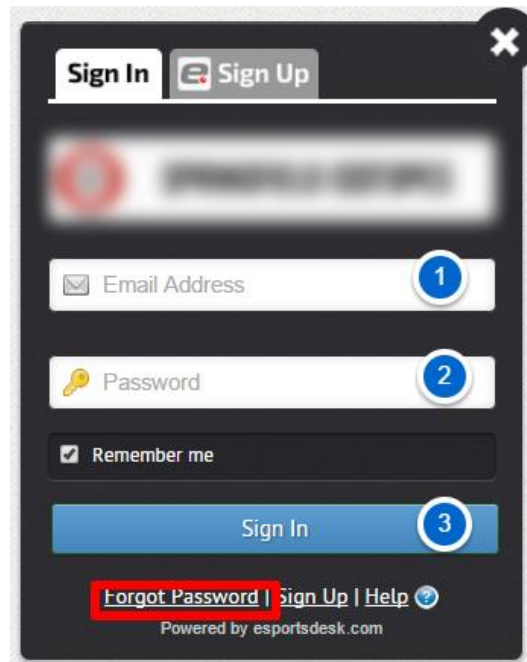
# BCPFA/BCCFA

## 2020 Parent Registration Information

### Club Registration (Using esportsdesk.com Portal)

#### RETURNING PLAYERS

1. Use the registration link provided by your club and you will be directed to esportsdesk.com's Registration Portal. You should see the below Login Page (with your club's logo/name shown). Use your existing esportsdesk.com credentials to login to the system. If you forgot your password, click Forgot Password at the bottom of the login page. A password reset email will be sent.

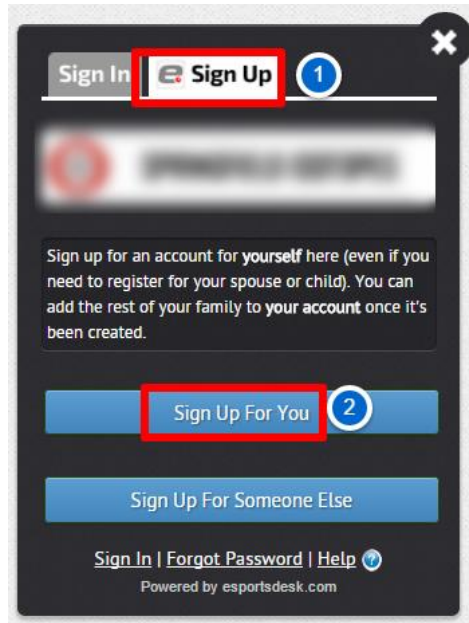


#### NEW PLAYERS

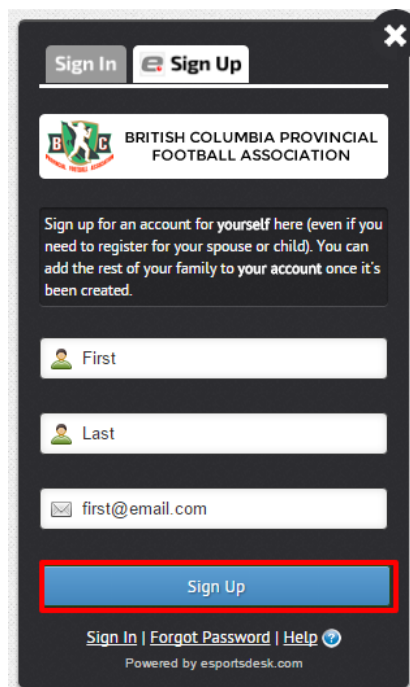
**\*Note\*:** If you have used the esportsdesk registration system with a different club/organization in the past, you can still use the *same* credentials to login here. Just simply Sign In. (refer to above section)

1. Use the registration link provided by your club and you will be directed to esportsdesk.com's Registration Portal. You should see the below Login Page (with your club's logo/name shown). Click Sign Up, then click Sign Up For You.

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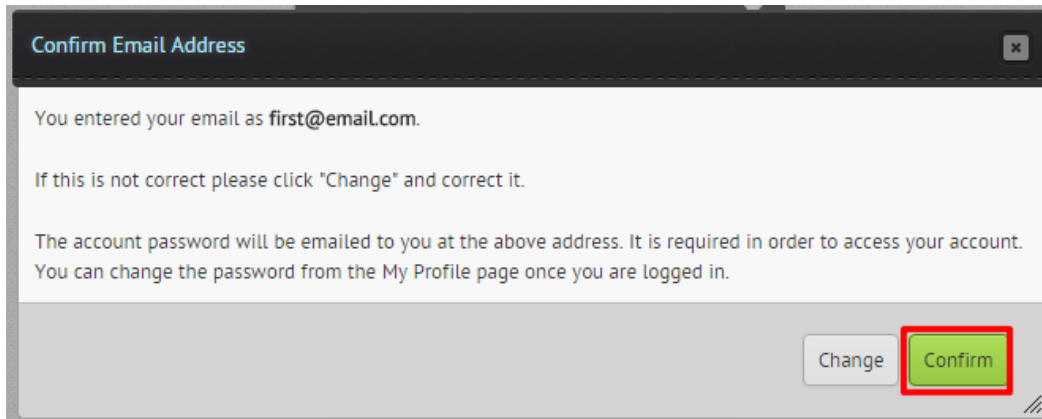


2. For the sign up process, as an adult member or as the parent/guardian of a child you will create an account under **your own name**. Then, if applicable, you will be able to add the information of your children when you login to your account once it is created.
3. Fill in your First and Last name, email address, then click Sign Up.

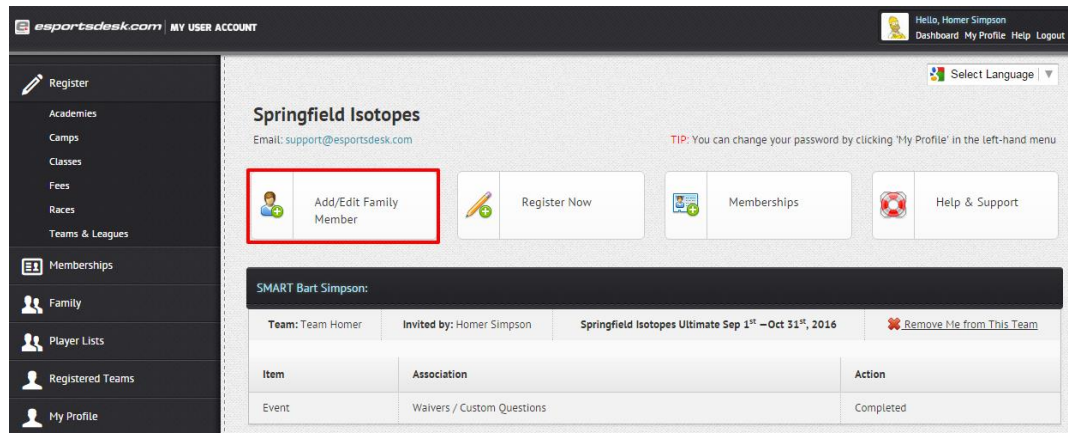


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4. Confirm your email address is correct, then click **Confirm**.

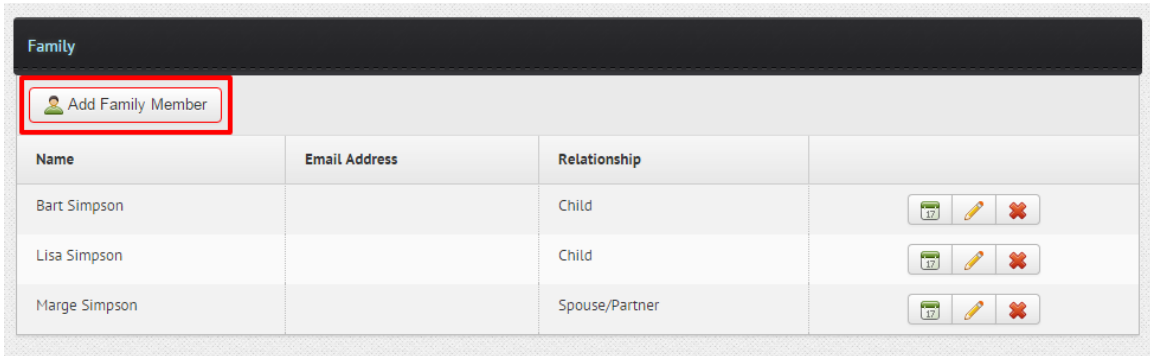


5. Finish creating your account by filling out your personal information in the next screen, then click Sign Up on the bottom right. Your password to your esportsdesk.com account will be emailed shortly after you complete your sign up.
6. Retrieve your password from your email and **Sign In** into the system.
7. For Parents/Guardians Only (otherwise skip to Step 11) – Click Add/Edit Family Member once you login to your account












# BCPFA/BCCFA 2020 Parent Registration Information

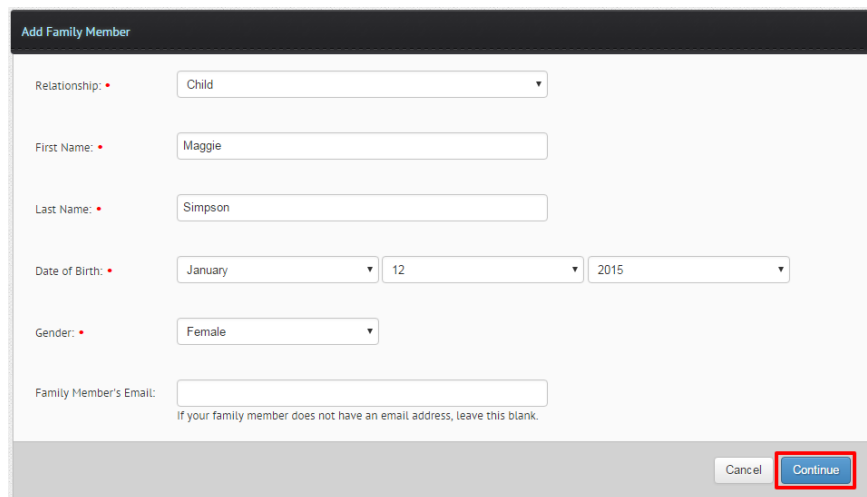
8. Click "Add Family Member"



The screenshot shows a web interface titled "Family". At the top, there is a dark header with the word "Family" in white. Below the header, there is a light gray bar containing a button labeled "Add Family Member" with a person icon, which is highlighted with a red rectangular box. Below this bar is a table with three columns: "Name", "Email Address", and "Relationship". The table contains three rows of data:

Name	Email Address	Relationship	
Bart Simpson		Child	  
Lisa Simpson		Child	  
Marge Simpson		Spouse/Partner	  

9. Fill in the details of your family member using the form provided, then click "Continue". **You may leave the family member's email address field blank.** System generated emails will be sent to the parent/guardian's email address. If you enter an email address for the family member they will also receive the system generated emails.




The screenshot shows a form titled "Add Family Member". The form contains the following fields:

- Relationship: •
- First Name: •
- Last Name: •
- Date of Birth: •
- Gender: •
- Family Member's Email:  If your family member does not have an email address, leave this blank.

At the bottom right of the form, there are two buttons: "Cancel" and "Continue". The "Continue" button is highlighted with a red rectangular box.

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10. Double check to make sure your family member's information is correct, or if you need to add/edit additional information such as phone numbers or change his/her address. Click "I'm Finished" when done to submit.



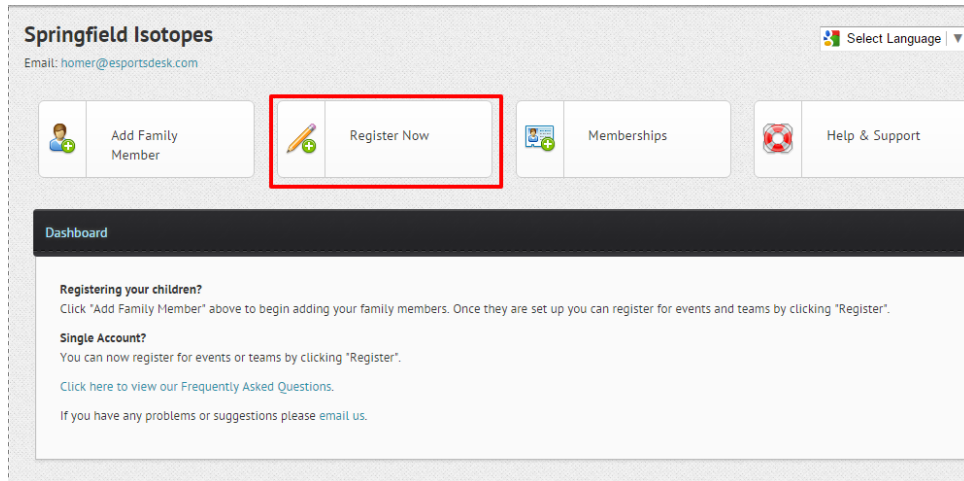
ZIP/Postal Code: • 62701

Date of Birth: 2015-01-12


Gender: • Female


I'm Finished


11. From the Dashboard, click "Register Now" and select the appropriate program/event you or your child wishes to sign up for.




**Springfield Isotopes**  
Email: [homer@esportsdesk.com](mailto:homer@esportsdesk.com) Select Language ▼

 Add Family Member

 Register Now

 Memberships

 Help & Support

**Dashboard**

**Registering your children?**  
Click "Add Family Member" above to begin adding your family members. Once they are set up you can register for events and teams by clicking "Register".

**Single Account?**  
You can now register for events or teams by clicking "Register".  
[Click here to view our Frequently Asked Questions.](#)  
If you have any problems or suggestions please [email us](#).