



THE HUDDLE

BASKETBALL NEW ZEALAND
SCHOOL REGISTRATION GUIDE



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BASKETBALL
New Zealand

2019 Registration Process for Secondary School Teams & Students

An update to the Basketball New Zealand registration process in 2019 is the introduction of **Email Sign On**, replacing the username that was automatically generated for users. This has been implemented to ensure that the data we collect from secondary school participants is accurate.

1. Why the change?

Many secondary school players also participate in Basketball New Zealand and/or Association administered competitions. Email sign on ensures that each player remains in our system as a single entry, avoiding a duplicate record.

Once registered with their email and password, a participant can use this log in whenever registering again with a BBNZ affiliated entity, and will already have their details pre-filled.

It is essential that students complete this step themselves, using their own email address (not the sport coordinator using their email address). The student should be using the same email address they also use when registering for Basketball New Zealand and Association competitions.

2. Entering your school team

Team registration for your school will still be completed the same as it has in previous years. At the conclusion of the team registration form, the school representative will now be prompted to enter the email address for each team member.

You have been issued with a team code. Please take note of it.

Team Code **22083031**

[Invite your teammates to join your team](#)

Enter the email addresses of all your proposed teammates here. Simply type in each email address followed by a comma. When you have finished click 'Invite Teammates Now'.



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Students will then receive an invitation email asking them to join the team. After clicking the link in the invitation email, they will be required to complete the player registration form via email sign on. Students need to complete this step themselves.

Invitation to join my team

donotreply-staging@sportstg.com

Sent: Fri 5/04/2019 10:45 a.m.

To:

Hi, [redacted] has just entered the **Test Team** in the **BBNZ Schools 2018 Junior SS Premiership Zone 1 Boys A Grade**.

You have been invited to join this team. To accept the invite click [here](#).

It will take you just a few minutes and you will be registered to play.

Regards

BBNZ Schools

3. Email sign on process for students

When registering via email sign on, there are two possible scenarios for students.

Scenario One: The student's email address is recognised

If the participant's email address is recognised they will be prompted to type in their password (or choose forgot password which will prompt a confirmation email to set a password). The participant must click the highlighted link in their email to set their password.

All students will be required to create a password the first time they register in 2019.

Please enter your password below.

Email address

daniel@nz.basketball

Password

[Forgot Password?](#)

Continue



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Hi there,

We received a password reset request for your Capital Basketball Member account. You may also be receiving this if your email address has been added for the first time as part of the registration process.

Reset your password using the following link:

[Click to set password](#)

If you didn't request a password reset or you feel this email has been sent in error, you can let us know here: <https://request.sportstg.com/hc/en-us/requests/new>. Either way, you can ignore this message and your password will not be changed.

Regards,

SportsTG

You have received this e-mail because your email is linked to a Capital Basketball Member. This message contains confidential information and is intended only for the individual(s) named. If you are not identified above you should not disseminate, distribute or copy this e-mail. If you have received this e-mail by mistake, please delete this e-mail from your system. Please do not reply directly to this email.

Once they've confirmed/set their password, the student will select an existing member associated with the account or select 'New Member'.

There are members previously registered with this email address. If you see the person you wish to register below, select them to pre-fill core data.

If you are a returning member please select from the following people attached to your account.

If the person you are registering has never been registered select New Member below.

Daniel Dawick

FIBA ID Number: 004952488



Ben Smith

FIBA ID Number: 004952487



John Smith

FIBA ID Number: 004952486



New Member



NB. Please note that more than one participant can be attached to a single email address (i.e. multiple students using a parents email address)



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Scenario Two: The participant is completely new to the system

If the participant's email address is not recognised, they will be prompted to click **Yes, I'm new**. They will still be required to set a password, following the same steps listed in scenario one.

I don't think we've met, are you new?

Yes, I'm new

[No, I've registered before](#)