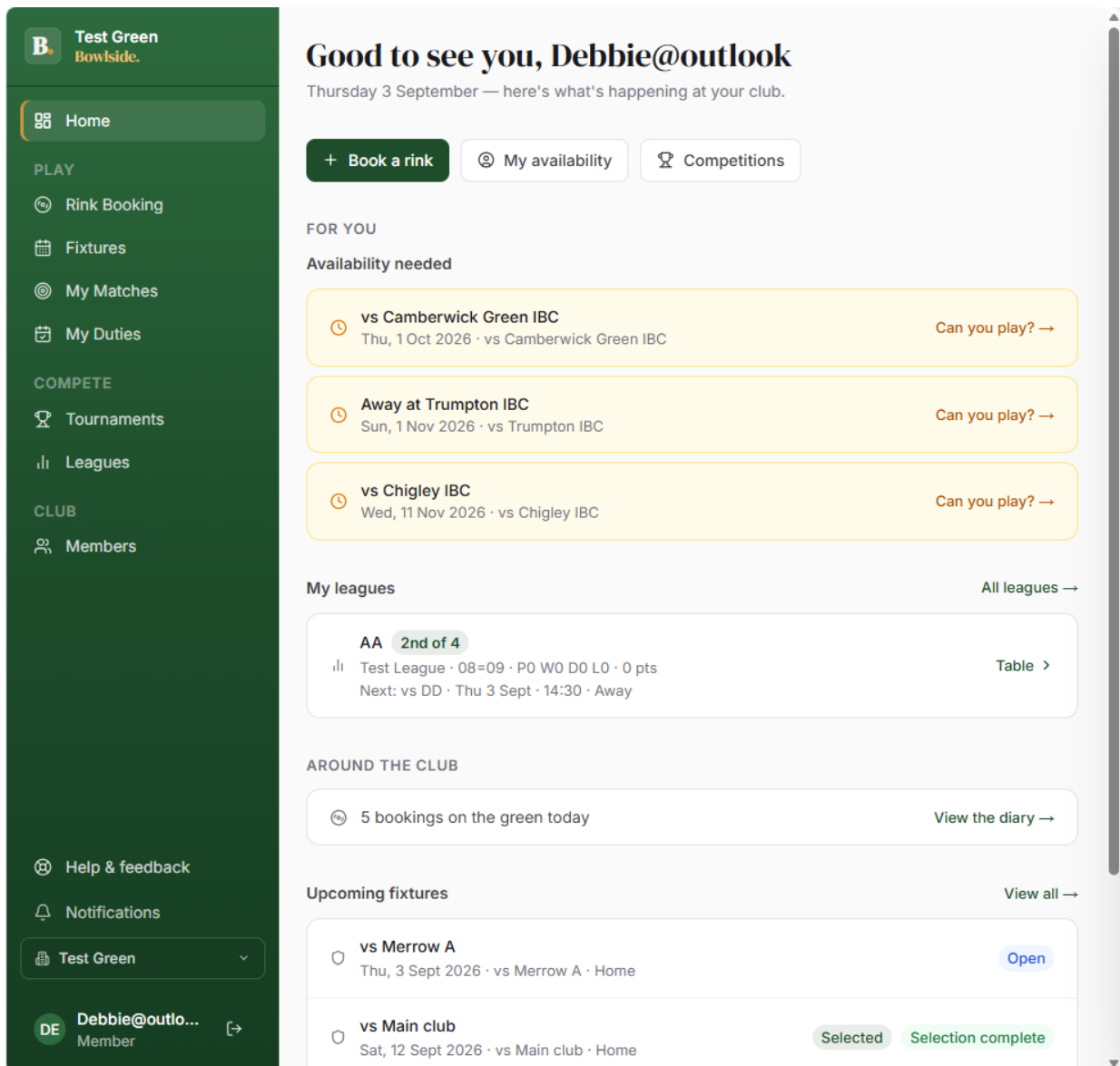


A Quick Introduction to Bowlside

You should have received an invitation with a one-time link to join Bowlside for Wey Valley. Use the link in the email to set up your account.

Subsequently you can sign into Bowlside using bowlside.com/login in your usual web browser, e.g. Google Chrome, and/or create a shortcut/'app' to the login link from the browser.

On a desktop/tablet you should see a home screen similar to this:



On a phone not all of the tabs can be displayed on the Home screen. To access the others, press '**More**' in the green bar displayed at the bottom of the screen. The **Notifications** are accessed by clicking on the bell in the top right-hand corner of the screen.

Bowlside is a cloud-based system, so depending on your network speed you may need to allow a few seconds for the system to react when you click/tap on a function/feature.

1. **Rink Booking** is available. All bookings are provisional until confirmed by an administrator. Three provisional bookings can be made at any one time.
2. **Fixtures**
Programme gives all the fixtures that we have ‘published’ at the club and you can filter using ‘Category’ and/or ‘Tag’.
My fixtures gives a similar list of fixtures but only includes those you are eligible to play in, e.g. men will not see ladies only fixtures in this list.
Each fixture gives basic information and status e.g. Apply, Selecting and Selection Complete. For more information click on a fixture and you will be taken to a more detailed screen where you can indicate your availability or see who you are playing with.
3. **My Matches.** Your tournament (club competition) matches, the external fixtures you've applied for or been selected for, and your internal league games.
4. **My Duties.** Not currently in use, but will include duty rotas for Bar, Green Steward etc.
5. **Tournament/Comps.** For internal club competitions.
6. **Leagues**
What's on allows you express interest in joining teams.
League list gives all the internal leagues. Click on any league name to open further information. All leagues will have an ‘Active Season’. Clicking on the active season or the team name will provide you with further information/options – please explore!
Team managers and captains can add players and use the squad selection tool if they wish. Internal league teams have been populated with data from BIAS, but not all teams had listed players!
Information on which days your team(s) are playing will appear under **My Matches**. If you don't see this information, ask your team manager/captain to confirm that you have been added to the squad.
League fixtures can be downloaded as a pdf.
7. **Members.** This is a directory of members. The level of detail provided is determined by each member in their profile.
8. **Help & feedback.** Sends a message to the developer. There are bound to be issues with a new system so please let Marilyn know of these so we can see any trends that need addressing.
9. **Notifications.** Varied information here including rink bookings, availability requests and match selections.
10. **Switch Club.** If you are a member of more than one club using Bowlside you can toggle between clubs using the drop-down menu box. For most members, at this time, this ‘box’ will not appear.
11. **Your Profile.** Click on your name to edit details in your profile (this data was copied across from BIAS) and to set what can be seen in the members directory. You need to set your gender to be eligible to play in any matches that have eligibility restrictions, e.g. men only or ladies only. Leagues and squads you are a member of will also be shown.
12. **Logout.** Use [→ next to your name (through ‘More’ on a phone).