HalSail FAQ

How can people enter one of my events?

As outlined in another FAQ , it is often convenient to group a set of races into an event. Typical events are regattas or open meetings containing series for more than one racing class.

If your event is open to outsiders, you want a method for people to submit a request to enter the event. HalSail provides a page that is accessible to anybody (that is a page that does not need a login) that facilitates entering an event. You can get the link to the entry page for an event from the *Public Links* page under the *Results* menu which you can add to your publicity for the event, by putting it on your own web site and in emails and social media posts about the event.

The entry page allows people to fill in their details and submit an application for entry. If the application is for a boat that is already in the *Boat Register*, there is a convenient way to fill in the details automatically. The entry is stored awaiting somebody with at least sailing secretary credentials to log into HalSail and examine the applications.

Each application can either be accepted, or it can be modified, or rejected. Part of the acceptance process might be ensuring that the applicant has paid the entry fee. While HalSail does not provide such facilities itself, you can include a link in your publicity to a payment website such as Paypal or WebCollect.

Once you are happy with the application and any fee has been paid, you accept it and the boat is added automatically to the appropriate racing class ready to participate in the event. You can send an automatic email when an application is accepted.

It is, of course, a fundamental principle of HalSail that all boats that are in a racing class are eligible to take part in any race in any series for that class. So if you want everybody to enter specifically for your event, including boats that are already in your boat register, you need to set it up for empty racing classes.

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