



# TES: Crew Declarations & P.O.B.

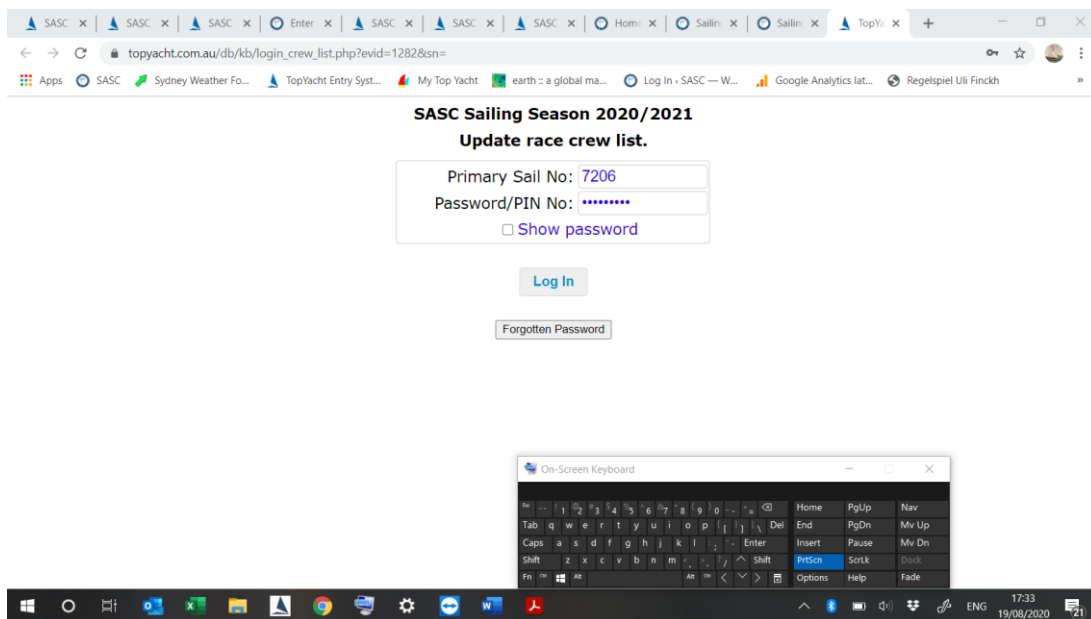
## 1 Introduction:

- Crew lists for all yachts competing in all of the races in the SASC Spring & Summer Series must be submitted before 3 hours before the start of each race. You need to add your name and contact details to the list.
- You can record all crew on TopYacht at the start of the series and select those racing on the day. You will need to do this each week.
- Set up is easier on a laptop or desktop but you can select crew “on board” for each race via a smartphone.

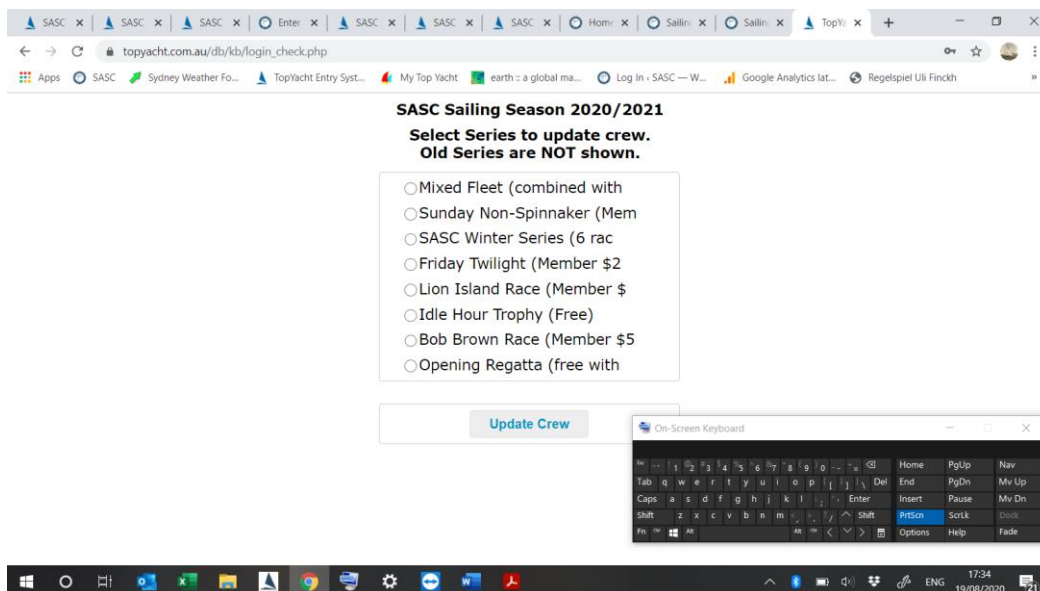
## 2 Accessing the Crew POB screen

- This link below will take you to the Crew list login page – enter your sail number and normal TopYacht password then tap or click on the LogIn button:

<http://tymob.net.au/1282>



You will be presented with a list of Series in which you are an entrant. The Series name may be shortened to display neatly on a phone. Select the relevant Series then tap or click on the **Update Crew** button.



### 3 Adding Crew to the Boat for this Series

This takes you to a page that is initially rather empty:



Choose **Create new crew** or **Get previous crew** if you have entered crew in previous seasons. New crew are initially entered as “aaa New Crew” – simply type over this and add other relevant details.

On Board	First Name	Last Name	Mobile	Mbr Num	AS No	Emergency Contact	Emerg No	Drop
<input type="checkbox"/>	aaa New	Crew						<input type="checkbox"/>
<input type="checkbox"/>	Ralf	McSea	0419034831		030303			<input type="checkbox"/>

### 4 Selecting the Crew for THIS Race

Once you have crew attached to the boat, you select them for **THIS** race.

The blue square boxes around the 3 selected crew members (shown below) indicate that each update has been received by the server.

On Board	First Name	Last Name	Mobile	Mbr Num	AS No	Emergency Contact	Emerg No	Drop
<input type="checkbox"/>	Allan	Brough	0414141414		121212	Alison Brough	0414 421 421	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Clive	Drum	0411111114		343434	Jennie Drummer	TBA	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Jane	Graham	tba			Allen Craham	987654321	<input type="checkbox"/>
<input checked="" type="checkbox"/>	Ralf	McSea	0419034831		030303	Alan Smith	12121212	<input type="checkbox"/>

Once you are done, tap the **Submit** button for confirmation of the crew list you have provided.

POB summary  
for **TEST BOAT TEST02**  
in **Jo Johannesen Twilight Series**  
as of 2017-10-24 17:41

1. Clive Drum
2. Jane Graham
3. Ralf McSea

This list is also emailed to your email address as registered in TopYacht.

**If you would like to go back to add more crew from the above screen just use the browser back arrow.  
Otherwise you need to go to the login page again.**