



If you would like to join the Coach Finder you will need to login to your Membership area.

If you do not have your member id and password please contact us at [coachingadmin@englandhandball.com](mailto:coachingadmin@englandhandball.com).

1. When the coach logs in they will see this page first.

The screenshot shows a web browser window with the URL <https://englandhandball.azolve.com/Workbench.mvc/Show/15>. The page title is "Members Profile - Inactive". The profile is for "Coaching Admin (236672)", which is "Inactive". The profile includes a profile picture placeholder, a contact email "coachingadmin@england...", and a contact number "01925 246482". There are buttons for "Add to New Family" and "Add to Existing Family". The form fields are as follows:

Title	Title		
First Name	Coaching	Last Name	Admin
Date of Birth	09/09/9999	Gender	Female
Email Address	coachingadmin@englandhandball.com		
Address	Halliwell Jones Stadium		
Line 2			
Town	Warrington	County	Cheshire
Post Code	WA2 7NE	Country	United Kingdom
Contact No	01925 246482		
User Name	coaching		
Password	*****		

Buttons at the bottom: "Reactivate" and "Save".

2. The coach then needs to click on the tab highlighted in orange and then click on the 'Opt In' tab

The screenshot shows the same web browser window as above, but with the "Opt In" tab selected in the navigation bar. The "Additional Details" section is expanded, showing the following fields:

Nationality		Competitor	
Proof of Id 1 Type		ITC	
Proof of ID 1 Other		ITC Issue Date	
Proof Of Id 1 Number		Played Abroad	
Proof of Id 2 Type		Date Last Played	
Proof of ID 2 Other		Country Played In	
Proof Of Id 2 Number		Nominated Player:	<input type="checkbox"/>

Buttons at the bottom: "Reactivate" and "Save".

3. The coach can then tick if they would like to be present on the Coach Finder.

