

HOW TO CREATE A FAMILY GROUP

Once you have registered and created your own profile in Swim Central, you have the option to create a family group to track all dependent profiles, join an existing family group, or maintain an independent profile that is not attached to a family group. This help guide is for creating a family group.

Login to Swim Central and select **Family Setup** from the left-hand navigation panel of your dashboard.

Create your new family group by completing the following:

- Name the family group
- Designate a secure family administration PIN that will control the authority features within the family group such as editing profiles and completing purchases
- Confirm your eligibility as a guardian
- Select Confirm

Swim central	Swim central	
Login to your account	Family Checkout Fi Your Name, Family Setup Family Setup My Profile	
Password Remember password? Forgot Password? LOGIN	Family Setup Create a New Family Group	Why create a Family Group?
OK CONTINUE WITH G GOOGLE FACEBOOK Don't have a login? Register for an account	Provide a name for your Family Group: Durane / Not The Family Add a PIN to secure your account:	Creating a family group is a great way to share your swimming experience with your relatives and encourage young swimmers to get involved in the sport. A family group will allow you to share information between family member, as a well as allowing you to make purchases for each family member in the one transaction; with the potential to access builk buy discounts on eligible products and services. Please net: as family group principal, you will be able to create profiles
	Confirm your eligibility: Ism 18 or over and eligible to be a guardian of minors Confirm ✓	for junor eximment, therefore, a PN will be required to operate parts of the portal where adult supervision would typically be required.

Once your family group is set up, you have the following options when you select *Family Setup* from your dashboard:

- Edit Name: For updating the family name at anytime
- Add Dependant: For adding child/dependant profiles for junior swimmers (Under 18) to your family group at anytime
- Update PIN: For changing your family administration PIN at anytime



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	The Your Name Family		
	Edit Name @	Add Dependant	Update PIN 🗰

To add a junior swimmer to your family, select **Add Dependant** from the *Family Setup* screen to add additional family members to your group. Enter the First Name, Last Name, and Date of Birth then select **Create Dependant**. You will see a new icon appear with the name of that newly created child/dependant profile. Select the **Profile** icon. A person icon will pop up on the left of the child/dependant icon along with a bin icon on the right. Select the person icon to further **Edit** profile details or select the bin icon to **Delete** the profile.

Create Dependant	×
First Name	
Please provide a First Name	
Last Name	
	0 / 100
Date of Birth	Ē
Create Dependant 🌲	







You will be taken to the profile home screen for that child/dependant. Select **Edit** to further edit required information.

O My Pr	ofile		Account 🔒 Home 希 🔇
	Avatar		
	No Avatar Uploaded		
			Upload ᆂ
	Identity		
	First Name Child 3	Last Name Here	
	Date of Birth 24-04-2011		
	Disability		
	Have Disability		Edit [2]
	Address		
	Contact		







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Fill in all profile information as you toggle through the navigation icons at the top of the page.

-irst Name *	Last Name *	
Child 3	Here	1.4
	Data of Birth f	4.01
Gender *	▼ 24/04/2011	0
Other		
Title	✓ Preferred Name	0.44
		0.011
Ancestry		
Aboriginal Or Torree Strait Jelander	- Country of Birth	
		0 of 1
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Reference		
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Once you have filled in all required information, select **Save**. You will see a pop up at the bottom of the screen that says, 'Profile Updated' and you will be taken back to the profile home. Select **End Impersonation** at the top right of screen to leave that child profile and be taken back to the *Family Home* Screen.





My Family	Your Name My Family Group		Edit 🎝 Home 🔊 🔇
	Dependants	Your Name	
		Child 1	

To create more child/dependant profiles, select Edit from the top right of the Family Home screen and step back through the Add Dependant process as many times as required.







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