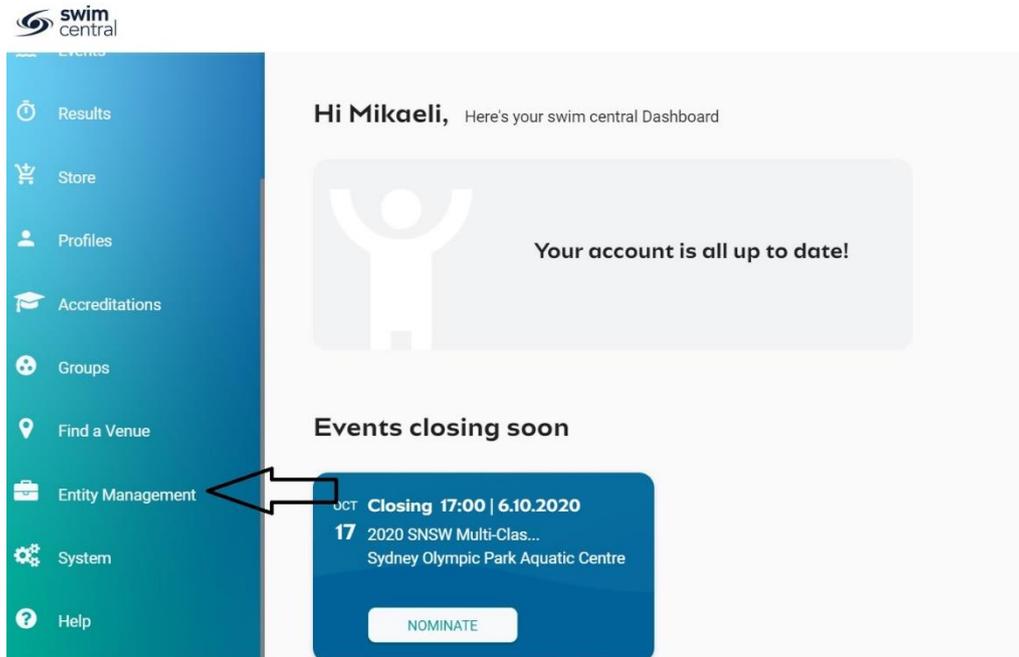


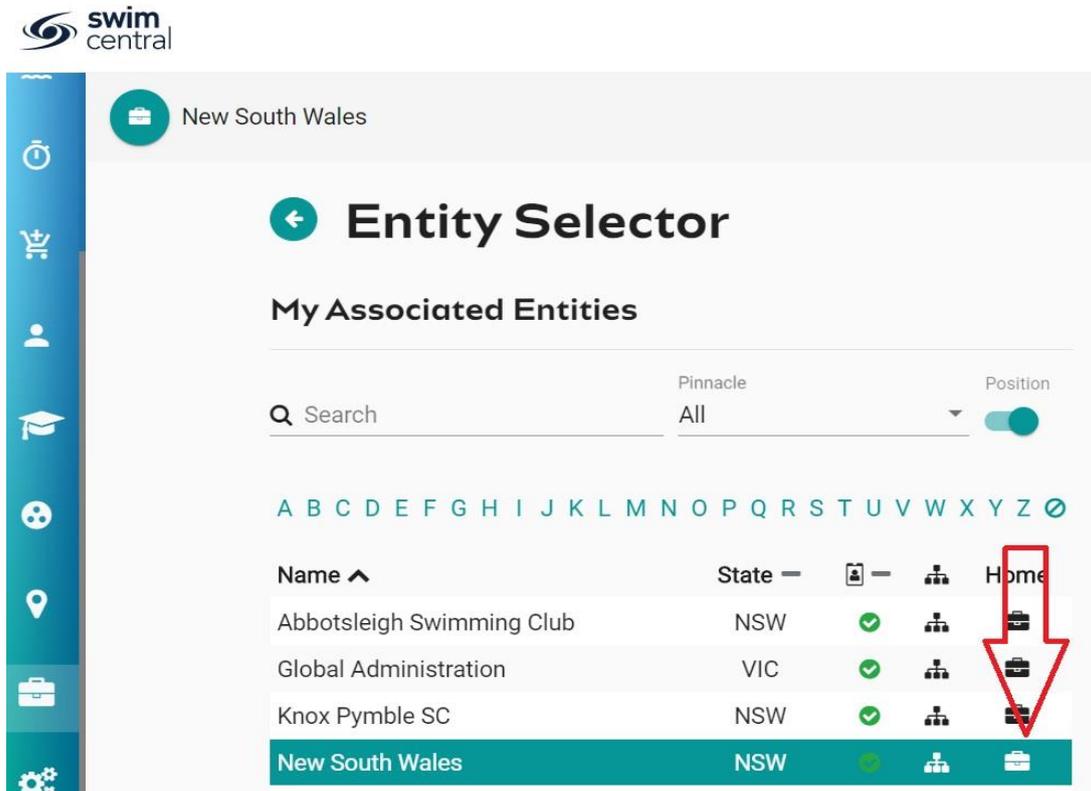
## How to make membership products un/available for purchase

To make membership products Inactive & unavailable for purchase, refer to the following steps.

Log into Swim Central and navigate to **Entity Management**, enter in your four-digit pin.



Access your **entity home**



Click on the **Products** icon

New South Wales

## Entity Home

Entity Selector

New South Wales

Logo

Dark Background



Light Background





Upload

Details

Members

Approvals

Messages

Events

Coaching

Purchases

Documents

Reports

Products

A list of your clubs' products will appear on the left-hand side of the screen. Select the relevant product and click **product home**.

\*\*Note: a green tick next to the products price, indicates it is available for purchase.

## Product Selector

Entity

Select Product Products Report

Product + Affiliation +

Q Search Status All Type All

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z

Name ^	Sale	Show	Home
Life Member Season 2019/2020	\$0.00		
Life Member Season 2019/2020 Correct	\$0.00		
New South Wales Affiliation	\$222.29	✓	
New South Wales Affiliation	\$222.29	✓	
Non-Swimmer	\$21.32		
Non-Swimmer	\$22.84		
Non-Swimmer 2020-2021	\$22.84	✓	

**Non-Swimmer 2020-2021** \$22.84 \*

**Product Home**

Product Type: Membership

Replacement Product: Non-Swimmer

*Config*

Hard Start Date: 8.7.2020

Hard Expiry Date & Time: 30.9.2021 11:59 PM

Refunds Allowed:

Component Only:

Shows as Card:

Hide From Requirement Lists:

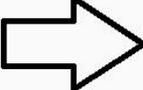
Click **availability**

 New South Wales

## Product Home

**Non-Swimmer 2020-2021** **\$22.84 \***

 Published products may no longer be altered.

Availability  Clone  Replacement 

Product Type	Replacement Product
Membership	Non-Swimmer
<i>Config</i>	
Hard Start Date	Hard Expiry Date & Time
8.7.2020	30.9.2021 11:59 PM
Refunds Allowed 	
	
Component Only 	
	

To switch availability off, toggle **off** show in catalogue.

### Non-Swimmer 2020-2021 Availability

Availability Start	Availability Finish
8/9/2020	 30/9/2021 

Published Date	 <input type="checkbox"/> Show in Catalogue
2/9/2020	

 Cancel Save 

Click **Save**