

May 7, 2016

## How to Use the Kitsilano Yacht Club Crew Board

### Objectives

- Provide an easy way for crew to show their availability, experience and contact info to skippers looking for crew and for skippers to show their availability to take on crew.
- Keep it simple.
- Keep the list current.
- Minimize time to administer.

### How the Crew Board Works

A Crew Board will be posted on the Club Calendar for each month of the sailing season. At this time it is available for members only and will be displayed on the calendar for the 1<sup>st</sup> and last day of the month and registration is available any time. You need to be logged in to register on the Crew Board. You need to register for each Crew Board that is important to you. Registrations are not carried over from one month to the next.

The registration types are:

Registrants & Fees	
Crew - Crew Board	No Fee
505 - Skipper	No Fee
Cal 20 - Skipper	No Fee
Lightning - Skipper	No Fee
M242 - Skipper	No Fee
Melges - Skipper	No Fee
Other - Skipper	No Fee
Pirate - Skipper	No Fee
Star - Skipper	No Fee

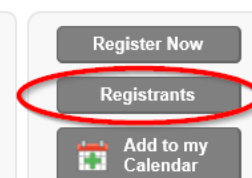
Once you've registered for the Crew Board your name will be added to the Registrants List. Click on the "Registrants" button to see who is registered for the Crew Board.

### June Crew Board

If you are crew seeking a skipper or a skipper seeking crew, click the Register Now button. Select the Registrant Type, click Next twice, then submit registration and you will see a confirmation you have been registered.

The Registrants button, for logged in KYC members only, shows all members who have registered for the this month's crew board. Click on your name to make sure your bio contains all information prospective skippers and crew might like to know - experience, your usual availability, when you normally sail, how often, what kind of boat you have etc.

**Registering on the Crew Board is an expression of interest only. It's up to individual crew and skippers to contact each other via the Registrants List to confirm.**



The Registrants List will show names and registration types for members who have registered:

## EVENT REGISTRANTS

This is a list of registrants for the displayed event

Title: June Crew Board

When: Wednesday, Jun 1, 2016, 8:00 AM until Thursday, Jun 30, 2016, 5:00 PM

Name	Type
<a href="#">Frank Fraser</a>	Lightning - Skipper

Clicking on the Registrant Name – takes you to the Membership Directory Info that the member allows other members to see. Frank Fraser in this example has chosen to allow other members to see all his info:

## MEMBERSHIP DIRECTORY BIO



**Frank Fraser (#1510)**

### Basic Information

Location	Vancouver, BC CANADA
Email Address	<a href="mailto:mbos@shaw.ca">mbos@shaw.ca</a>
Phone	604-540-8733
Mobile Phone	604-346-6039
Address	2401 Point Grey Road Vancouver, BC

### Personal Information

#### Biography

I've been sailing all my life and never yell at my crew... 😊  
I occasionally need crew for my Lightning - spinnaker experience an asset. I the water.

#### Photo Albums ▾

#### Interests ▾

By registering, Frank wants potential crew recruits to know he has a crew spot available sometime in June and as a crew you can contact him via the contact info he has made available. Frank can contact crew who have registered to see who is available for the days he needs crew.

To make this work for you, you need to make sure your Standard Member Directory information is up to date and your Bio tells something about your sailing experience, general availability etc. The Member Directory Bio is NOT the same bio that you submitted when you applied for membership.

You also need to check that you have membership visibility set so members can see your contact info.

To check out your own profile click on the "Profile" button that shows up when you move your mouse to your name:

Kitsilano Yacht Club  
Vancouver's Neighbourhood Yacht Club since 1934

Frank Fraser  
mbos@shaw.ca  
604-540-8733

Profile  
Logout

Fleets Racing Information Calendar Contact Us Lifting Rig Requirements

CONTACT INFORMATION

Make sure you are allowing other members to see enough of your membership information for others to get in touch with you:

MEMBER PROFILE

Membership Summary

Type: \*Test      Join Date: 4/10/2016  
Status: Active      Last Renewal: N/A  
Exp. Date: 2/28/2017

Personal Info

Contact Info  
Additional Member Data  
Standard Member Directory

Gets you to this screen so you can check visibility of your member info. Select your preference from the drop-down list, write a Bio relevant to the Crew Board, and up-load a photo of yourself if you haven't already done so.

STANDARD MEMBER DIRECTORY

This form allows you to store additional information to be shown in the Membership Directory. Use the Visibility drop-down list to decide what level can also enter a brief personal biography and upload a photo.

Visibility

Show all information  
Show all information, except email  
Show name, city, state, bio, email, phone and work info; no address  
Show name, city, state, bio, email and phone; no address or work info  
Show name, city, state, bio and email; no address, work info or phone  
Show name, city, state and bio only; no contact information  
Show name, city and state only; no bio or contact information  
Do not list me in the directory

Biography

I've been sailing all my life and I occasionally need crew for my Lightning - spinnaker experience an asset. I also participate in the Sailing Grad events to get more people out on the water.

Design HTML Preview

To upload a photo, press the "Browse" or "Choose File" button and locate the photo on your hard drive. A thumbnail version of your new photo will be shown. To remove an existing photo from your directory entry, press the "Delete Photo" button.

Delete Photo

Select Photo

Browse...