



# SYDNEY MARATHON

CANDIDATE RACE

ABBOTT  
WORLD MARATHON MAJORS

presented by  *asics*

## TEAM GUIDE

Register at <https://raceroster.com/events/2024/78765/2024-sydney-marathon-presented-by-asics>



# TABLE OF CONTENTS

## Create a team

- Page 4-5

## Different options on how to join an existing team

- Page 7 - Join an existing team during Registration
- Page 8 - Join an existing team via Participant Dashboard
- Page 9 - Team Referral Link

## How to manage your team

- Page 10-14



# REGISTRATION FORM

## Teams

Add registrant to a team? \*

No, do not add to a team

Create new team

Yes, add to another existing team

Once you have filled in your personal details, select the best option for your registration.



# SYDNEY MARATHON

presented by 

CANDIDATE RACE  
 ABBOTT  
WORLD MARATHON MAJORS

## CREATE NEW TEAM

# CREATE NEW TEAM

Select 'Create new team'

Enter a name – this will verify if the name is available.

Teams

Add registrant to a team? \*

No, do not add to a team

Create new team

Yes, add to another existing team

Team name \*

By joining a team, I understand and agree that: \*

The team captain will be able to see various details of my registration, including my contact information.



# SYDNEY MARATHON

CANDIDATE RACE

ABBOTT  
WORLD MARATHON MAJORS

presented by 

## JOIN AN EXISTING TEAM

# JOIN A TEAM: ADD TO AN EXISTING TEAM

Select 'Yes, add to another existing team'.

Select the team you want to join.

Teams

Add registrant to a team? \*

No, do not add to a team


Create new team

Yes, add to another existing team

Select team

Select...

# JOIN A TEAM: VIA PARTICIPANT DASHBOARD




2024 Sydney Marathon  
presented by ASICS


Sun, September 15, 2024


[Event page](#) [Event store](#)

---

**Contact info**

 Sydney Marathon presented by ASICS

 <https://sydney-marathon.com/>

 [info@sydney-marathon.com](mailto:info@sydney-marathon.com)

[Registration details](#) [Event info](#)

### Registrations

Sydney Marathon (Aus & NZ)	<a href="#">Confirmation No. 25248832</a>	<a href="#">Edit registration</a>
----------------------------	---	-----------------------------------


**Personal details**

Name: Personal details will be displayed here

Phone: here

[+ Show more](#)

**Team**



No teams

[Add team](#)

**Additional details**

[+ Show all](#)

**Products**

Marathon Waves: A Group | 2:40:00 - 3:30:00 (quantity: 1)

[View waiver acceptance](#)

[Download waiver acceptance](#)

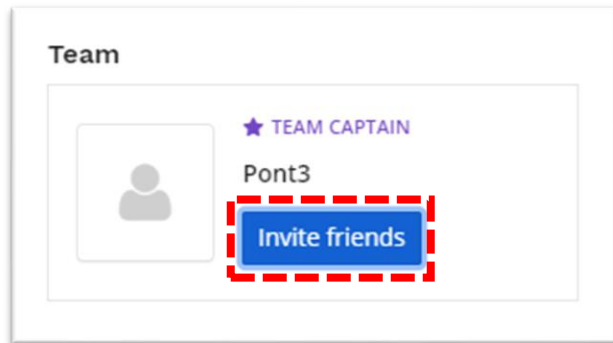
Add to an existing team



# JOIN A TEAM: TEAM REFERRAL LINK

Share the link specific to your team to invite people to register directly into your team!

Log into your participant portal and Invite Friends or send an email to [info@sydney-marathon.com](mailto:info@sydney-marathon.com) to get the team referral link.





# SYDNEY MARATHON

presented by 

CANDIDATE RACE

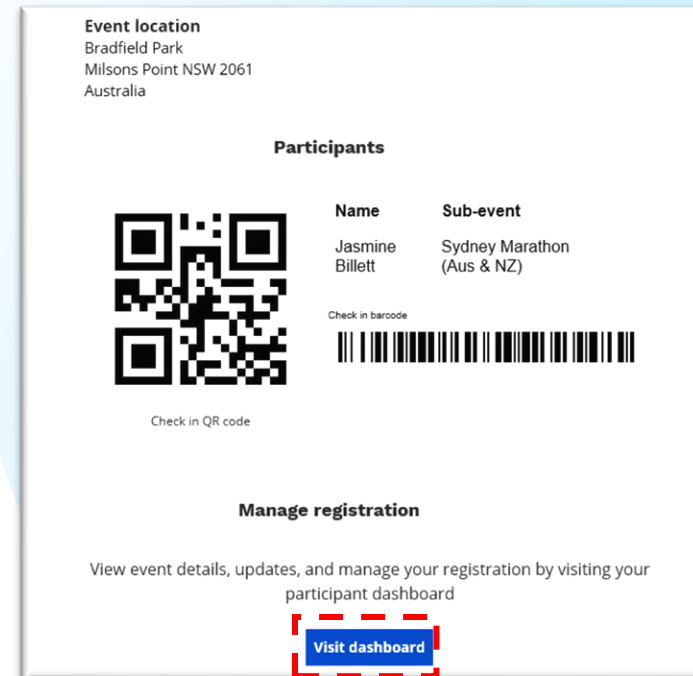
 ABBOTT  
WORLD MARATHON MAJORS

# MANAGING YOUR TEAM

TEAM CAPTAIN

# MANAGING YOUR TEAM

From your confirmation email, scroll to the bottom and click **Visit Dashboard** to log into Race Roster and view your entry/team.



# CONTINUED...

## Navigating through your dashboard

- Your entry will be assigned as the Team Captain with your team's name
- Select the **Teams** tab

The screenshot displays a registration dashboard with the following elements:

- Navigation Tabs:** "Registration details" (underlined), "Event info", and "Teams" (highlighted with a red dashed border).
- Registrations:** A card for "Sydney Marathon (Aus & NZ)" with a "Confirmation No. 25434060" and an "Edit registration" button.
- Personal details:** Fields for Name, Email, and Phone, with a "+ Show more" link.
- Team:** A section for "JASMINE" designated as "TEAM CAPTAIN" with an "Invite friends" button.
- Additional details:** A "+ Show all" link.
- Products:** "Marathon Waves: A Group | 2:40:00 - 3:30:00 (quantity: 1)" with links for "View waiver acceptance" and "Download waiver acceptance".

# CONTINUED...

- This page will show you the total team members and a list of the participants registered in your team.
- There is an option to receive a notification when a new member registers.
- Team entry URL – share this with your friends so they can be automatically registered in your team
- Team actions – as the captain, you can use this to edit your and connect with your team

The screenshot displays a web interface for team management. At the top, there are tabs for 'Registration details', 'Event info', and 'Teams'. Below the tabs, there is a notification toggle for 'Receive email notification on new member registrations' which is currently turned on. The 'TEAM NAME' field is visible with a 'Team actions' dropdown menu. A 'TOTAL TEAM MEMBERS' counter shows '1'. The 'Team entry URL' is 'http://raceroster.com/events/2024/78765/2024'. Below this, there is a 'Show entries' dropdown set to '10'. A table lists team members with columns for First name, Last name, Bib No., Email, Sub-event, Date registered, and Phone No. The table contains one entry for 'Jasmine Billett' who is registered for the 'Sydney Marathon (Aus & NZ)' on 'November 13, 2023'. At the bottom, it says 'Showing 1 to 1 of 1 entries' with a page number '1' in a box.

Registration details   Event info   Teams

Receive email notification on new member registrations

TEAM NAME Team actions ▾

TOTAL TEAM MEMBERS  
1

Team entry URL  
<http://raceroster.com/events/2024/78765/2024>

Show entries 10 ▾

First name	Last name	Bib No.	Email	Sub-event	Date registered	Phone No.
Jasmine	Billett	Not set	-	Sydney Marathon (Aus & NZ)	November 13, 2023	-

Showing 1 to 1 of 1 entries 1

# CONTINUED...

You can also invite team members and visit your dashboard from your confirmation email

The screenshot shows a confirmation email interface for the Sydney Marathon. At the top left is the Sydney Marathon logo. The main heading is "Thank you!" followed by the text "You have successfully registered for 2024 Sydney Marathon presented by ASICS." A confirmation number "Confirmation No. 25434060" is displayed in a rounded box. To the right is an "Add to Apple Wallet" button. Below this is a link to "Visit your participant dashboard".

The "Invite team members" section is highlighted with a red dashed border. It includes the heading "Invite team members", the instruction "Send this link to friends and family to invite them to join your team!", a text input field containing the URL "https://raceroster.com/registration/8b45262b-3884-489a-a428-f4481afe8079/entry?te...", a copy icon, and an "Email this link" button. To the right of this section, it says "Total team members" with the number "1".

At the bottom, there are two columns of contact information. The left column, titled "Your details have been sent to:", lists the email "jbillett@pont3.com". The right column, titled "If you have any questions, contact:", lists the email "info@sydney-marathon.com". Below this is a "Manage registration details" section with a link to "Visit your participant dashboard".