

If you are using the same email address as 2016:

All “Primary” and “Secondary” contacts will be connected to your groups for the 2017 season. To login visit <http://competitionsuite.com/login/> . You will use the same password from the 2016 season. If you have forgotten your password, use the FORGOT YOUR PASSWORD link.

You will need to add other staff members.

If you wish for other instructors to have access to judge commentary for this group, follow the steps below:

Adding Staff Members

1. Click on “Member Management” on the left side of the page under your team’s name.
2. Type in the email address of a staff member.
3. Click “Add Member”. Changes are saved automatically. If the staff member previously had a login and their address is the same, they will be connected to the group using the same login and password from the 2016 season. If they are new to CompetitionSuite or their email has changed, that staff member will receive an email from CompetitionSuite asking them to set up their account as well.
4. Repeat the steps 2-4 for each staff member.

If your email has changed or if you are new to CompetitionSuite:

You will receive an email from CompetitionSuite explaining that an account has been created on your behalf. **You must activate that account in order for you to be able to listen to WBA judge commentary.**

To activate your CompetitionSuite account –

1. **Click on the link in the email from CompetitionSuite.**
You will be prompted to set a password for your personal account.
2. **Member Login.**
You will be prompted to enter your email address and the password you just created.



3. Enter your first & last name, and cell phone number.

Your cell phone number is required if you wish to receive text messages or wish to use that phone to call in to listen to your judge commentary files. Standard phone, data and text messaging rates apply.

4. Click “Save Profile”

5. Add other staff members.

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