

# How to Register as a Coach or Manager with Rugby Xplorer

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| 1. Log in to<br><a href="https://myaccount.rugbyxplorer.com.au/dashboard">https://myaccount.rugbyxplorer.com.au/dashboard</a> |  |
| 2. If using mobile - select the menu on the left, then Register<br><br>If using computer select Register                      |  <p>more about yourself</p>  |
| 3. Select Find a Club under Play Rugby  |  <h3>Rugby Events</h3> <p>Register a Team<br/>Register a team into a sanctioned rugby event or tournament</p> <p>Find a Team<br/>Register as a player, coach, manager or volunteer to a team competing in a sanctioned rugby event or tournament.</p> |
| 4. Select yourself and then Next  |  <p>Who would you like to register?</p> <p>Select a person to register.</p> <p>Andrew Martin<br/>NZ ID: <input type="text"/><br/>Age <input type="text"/></p> <p>Back <input type="button" value="Next"/></p>  |

5. Type in Upper Hutt Rams and select Upper Hutt Rams RFC (Junio) and then Next

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## Which club would you like to register to?

Search for your club by name or location.

Upper Hutt Rams

Search by Postcode

Top results

Upper Hutt Rams RFC (Senior)  
Wellington RFU, Hurricanes

Upper Hutt Rams RFC (Junior)  
Wellington RFU, Hurricanes

Back Next

6. Select Coach or Manager from Role,  
Select Contact or Non-Contact as the Type  
Select Season as Season then Next

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## Registration type

Select the role that applies to you, choose the registration type and how long you want to register for [\(i\)](#)

Role [\(i\)](#)  
Select...

Registration Type  
Select...

Duration  
Select...

If the registration type you are after isn't available please contact your club for more information.

Back Next

7. Complete the rest of the screens for personal details

8. You will receive a Registration Confirmation email after registering

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## Registration Confirmation

Thank you for registering Andrew Martin to Upper Hutt Rams RFC (Junior).