



**Step 1: Establishing an account**

Navigate to <https://ghmvswim.org>.

Click the “SIGN ON” button in the navigation bar.

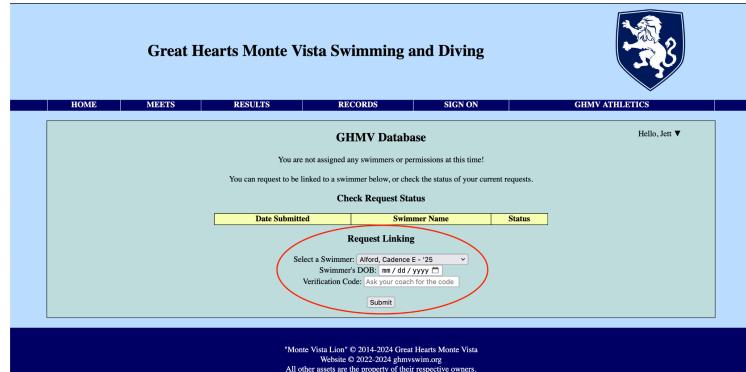
Click on the “Register here” button in the login page.

Fill out the registration form. Once you are done, hit the “Submit” button, and you should be redirected to the sign on screen, where you can put in the credentials you just established.

*Continued on the next page...*

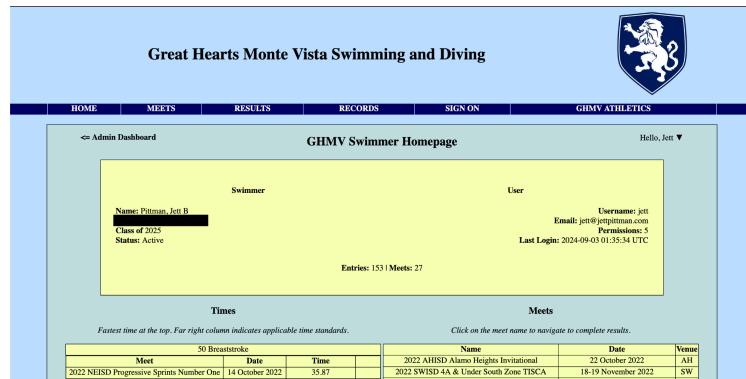
## Step 2: Linking your account to a swimmer

Once you are logged in, you should see a page like this. Select your swimmer from the dropdown list, enter their date of birth, and enter the team code.



The screenshot shows the GHMV Database page with a blue header and footer. The header includes the team logo and navigation links for HOME, MEETS, RESULTS, RECORDS, SIGN ON, and GHMV ATHLETICS. The footer displays copyright information and a 'Hello, Jett ▾' message. The main content area is titled 'Check Request Status' and contains a table with columns for Date Submitted, Swimmer Name, and Status. A red oval highlights the 'Request Linking' section, which includes dropdowns for 'Select a Swimmer' (set to 'Axford, Cadence E - 25'), 'Swimmer's DOB' (set to '07/07/1999'), and 'Verification Code' (set to 'Ask your coach for the code'). A 'Submit' button is at the bottom of this section.

If the information you inputted was all correct, you should see your request pop up in the yellow status table, with the status as "approved". If that is the case, you can click on the "Sign On" button in the navigation to be redirected to the swimmer dashboard, which looks like this.



The screenshot shows the GHMV Swimmer Homepage with a blue header and footer. The header includes the team logo and navigation links for HOME, MEETS, RESULTS, RECORDS, SIGN ON, and GHMV ATHLETICS. The footer displays copyright information and a 'Hello, Jett ▾' message. The main content area is titled 'GHMV Swimmer Homepage' and shows a summary for a swimmer named Pittman, Jett B. It includes sections for 'Swimmer' (with details: Name, Class of 2025, Status: Active) and 'User' (with details: Username: jett, Email: jett@jettpitman.com, Permissions: 5, Last Login: 2024-09-03 01:35:34 UTC). Below this are sections for 'Times' (listing 50 Breaststroke results) and 'Meets' (listing 2022 AHISD Alamo Heights Invitational and 2022 SWISD 4A & Under South Zone TISCA). A note at the top of the times section says 'Fastest time at the top. Far right column indicates applicable time standards.' and a note at the top of the meets section says 'Click on the meet name to navigate to complete results.'

If some of the information is incorrect, your request will be manually reviewed. This may take a few days, and you or your swimmer may be contacted to confirm your identity.

If all the information is incorrect (swimmer DOB and team code), your request will be automatically rejected. Please verify that you have the correct team code and that the DOB input is correct.

**IF YOU HAVE ANY ISSUES OR QUESTIONS, PLEASE DO NOT HESITATE TO CONTACT [webmaster@ghmvswim.org](mailto:webmaster@ghmvswim.org).**