

	O18 Players and Volunteers	U18 Players and Parents
HOW DO I JOIN HARRIERS VIA ENGAGE? Individuals with no previous ENgage profile	Please access step-by-step instructions to setting up your ENgage profile at: https://www.englandnetball.co.uk/membership/become- a-member/O18-membership-checklist/ Direct Link to Harriers ENgage Page: https://engage.englandnetball.co.uk/Dashboard/Organis ation?id=26406	Please access step-by-step instructions to setting up yourENgage profile at:https://www.englandnetball.co.uk/membership/become- a-member/U18-membership-checklist/Parents, please set the account up in YOUR name - you will then be asked to add a child to the account (in your child's name)Direct Link to Harriers ENgage Page: https://engage.englandnetball.co.uk/Dashboard/Organis ation?id=26406
HOW DO I LINK MY ENGAGE PROFILE TO HARRIERS? Individuals with existing ENgage profile	 Log in to your ENgage account Click on Add in the My Organisations section of your profile Enter the club name HARRIERS Click the Search button Select the option with the Organisation Reference 1377 Click the √ icon 	 If you have your own ENgage account which is linked to your child's account, please view the following guidance: Log in to ENgage In the Family and Friends section of your your profile select your Child to access their account Click on Add in the My Organisations section of their profile Enter the club name HARRIERS Click the Search button Select the option with the Organisation Reference 1377 Click the √ icon *It is best if you link both yours and your child's ENgage profiles to the club to maximise the support we can offer via ENgage*



		If you don't have an ENgage account but your child does,
		please view the following guidance:
		1. Log in to your child's ENgage account
		2. Click on Add in the My Organisations section of
		their profile
		3. Enter the club name HARRIERS
		4. Click the Search button
		5. Select the option with the Organisation Reference
		1377
		6. Click the ✔ icon
	1. Log into ENgage	1. Log into ENgage
	2. In the My Organisation section of your profile	2. In the My Organisation section of your profile
	select the Buy Membership button in the Harriers	select the Buy Membership button in the Harriers
	section	section
	3. Click Add to Basket for the membership you wish	3. Select your child from the Select Person panel
	to purchase (Note: check you are selecting the	4. Click Add to Basket for the membership you wish
	correct membership package and season)	to purchase (Note: check you are selecting the
	4. Select Checkout	correct membership package and season)
	5. View and tick any waivers relating to the order	5. Select Checkout
	6. Click the circle next to the wanted payment	6. View and tick any waivers relating to the order
HOW DO I PAY MEMBERSHIP	method	7. Click the circle next to the wanted payment
FEES?	7. Check the Payment Method details are correct	method
England Nothall insurance fees	8. Select Pay now	8. Check the Payment Method details are correct
England Netball Insurance lees	9. Enter your payment details	9. Select Pay now
		10. Enter your payment details
	If you make any payment errors, then you will have to	
	request a refund direct with England Netball as we do not	If you make any payment errors, then you will have to
	have control over this at club level. You only have 14 days	request a refund direct with England Netball as we do not
	from payment to refund request so you must act quickly.	have control over this at club level. You only have 14 days
	Access the England Netball Helpdesk to submit a request.	from payment to refund request so you must act quickly.
	Please follow instructions fully and complete all	Access the England Netball Helpdesk to submit a request.
	information.	Please follow instructions fully and complete all
		information.



HOW DO I PAY HARRIERS CLUB FEES? Harriers fees for training and competition	 Log into ENgage In the My Organisations section of your profile select the Buy Products button in the Harriers section Select the wanted product Select Checkout Select the circle next to the wanted payment method Select Pay now Enter your payment details If you make any payment errors, then you will have to request a refund direct with England Netball as we do not have control over this at club level. You only have 14 days from payment to refund request so you must act quickly. Access the England Netball Helpdesk to submit a request. Please follow instructions fully and complete all information. 	 Log into ENgage In the My Organisations section of your profile select the Buy Products button in the Harriers section Select your child from the Select Person panel Select the wanted product Select Checkout Select the circle next to the wanted payment method Select Pay now Enter your payment details If you make any payment errors, then you will have to request a refund direct with England Netball as we do not have control over this at club level. You only have 14 days from payment to refund request so you must act quickly. Access the England Netball Helpdesk to submit a request. Please follow instructions fully and complete all information.
MY PERSONAL INFORMATION HAS CHANGED, HOW DO I UPDATE MY ENGAGE PROFILE? Keeping your ENgage record up to date	 Log into ENgage Click on the user menu in the top right corner of the screen Select Details on the left-hand side menu Within the box that you wish to edit, click on the pencil icon Edit the required information Click Save Please note, you are unable to change names or date of birth through self-service. Therefore, you will need to access the England Netball Helpdesk to submit a request. A scan or photograph official documentation to evidence the change will be required.	 If you have an ENgage account linked to your child's, please follow this guidance: Log into ENgage In the My Family section on your profile, select the three vertical dots next to your child's record From the options, select Edit Details Select the pencil icon or + to edit/add the details you wish to change If you also have you own ENgage account, please ensure you update your details too: Log into ENgage Click on the user menu in the top right corner of the screen



		 Select Details on the left-hand side menu Within the box that you wish to edit, click on the pencil icon Edit the required information Click Save
		Please note, you are unable to change names or date of birth through self-service. Therefore, you will need to access the <u>England Netball Helpdesk</u> to submit a request. A scan or photograph official documentation to evidence the change will be required.
I'M HAVING PROBLEMS	In your first instance, please contact the club for support (harriersnc@gmail.com). If we cannot help then access the	In your first instance, please contact the club for support (harriersnc@gmail.com). If we cannot help then access the
ACCESSING ENGAGE. WHAT	ENgage support and FAQs available at:	ENgage support and FAQs available at:
DO I DO? Engage support	https://www.englandnetball.co.uk/support/support-for- registered-individuals/athletes/engage-help-centre/	https://www.englandnetball.co.uk/support/support-for- registered-individuals/athletes/engage-help-centre/