



Getting ready for your Online Registrations – Create Account on TrackieReg

STEP 1 – Create your online username

Go to : <https://www.trackie.com/online-registration/login/>

Step 2 - Create your account by **using your school email and password**

A screenshot of the TrackieReg website's 'My Account' page. The page has a green header with the 'trackiereg' logo and navigation links: 'About Us', 'Find Event', 'Add Event', 'Results', 'Testimonials', 'FAQ', 'Login', 'Contact', and 'Français'. The main content area is divided into two columns. The left column is titled 'My Account' and contains a 'Login' section with a 'Forgot Password?' link. The 'Email' field is filled with 'pbourgoin@centreest.ca' and the 'Password' field is masked with dots. A green 'Login' button is below. The right column is titled 'Create Account' and has a '* Required fields' note. It contains six input fields: '* First Name:', '* Last Name:', '* Email:', 'Phone:' (with three sub-fields), 'Password:', and '* Confirm Password:'. A green 'Create Account' button is at the bottom. A pink oval highlights the 'Create Account' section.

Step 3 – Once you fill in your info and hit the Create Account Button, you must now login.

Step 4 – Login to your account.

trackierreg | About Us | Find Event | Add Event | Results | Testimonials | FAQ | Login | Contact | Français

My Account

Login - [Forget Password?](#)

Email:

Password:

Create Account * Required fields

* First Name:

* Last Name:

* Email:

Phone:

* Password:

* Confirm Password:

Step 5 – Once you login and are in your account section, Select : **TEAM ROSTER**.

trackierreg | About Us | Find Event | Add Event | Results | Testimonials | FAQ | My Account | Contact | Français

My Account

Getting Started My Profile **Team Roster** Logout

Step 6 – Select the tab **ADD TEAM**. Search your school in the search bar and select your school. If your school is not there (it should be), please contact us and we will add your school.

Manage **Add Team** Add Athlete(s) Export Share

Select your team:

Select team... My team is missing

- ☞ Ecole des batissuers (EBAT)
- Ecole des Deux-Rives (EDDR)
- Ecole des Pionniers (EDP)
- Ecole Des Pionniers De Maillardville (EDPM)
- Nc:Ecole Desrochers (ECDE)
- Ne:Ecole des Beaux Lacs (EDBL)

Step 7 – You are done for the Account Creation process.