

Muaythai Victoria

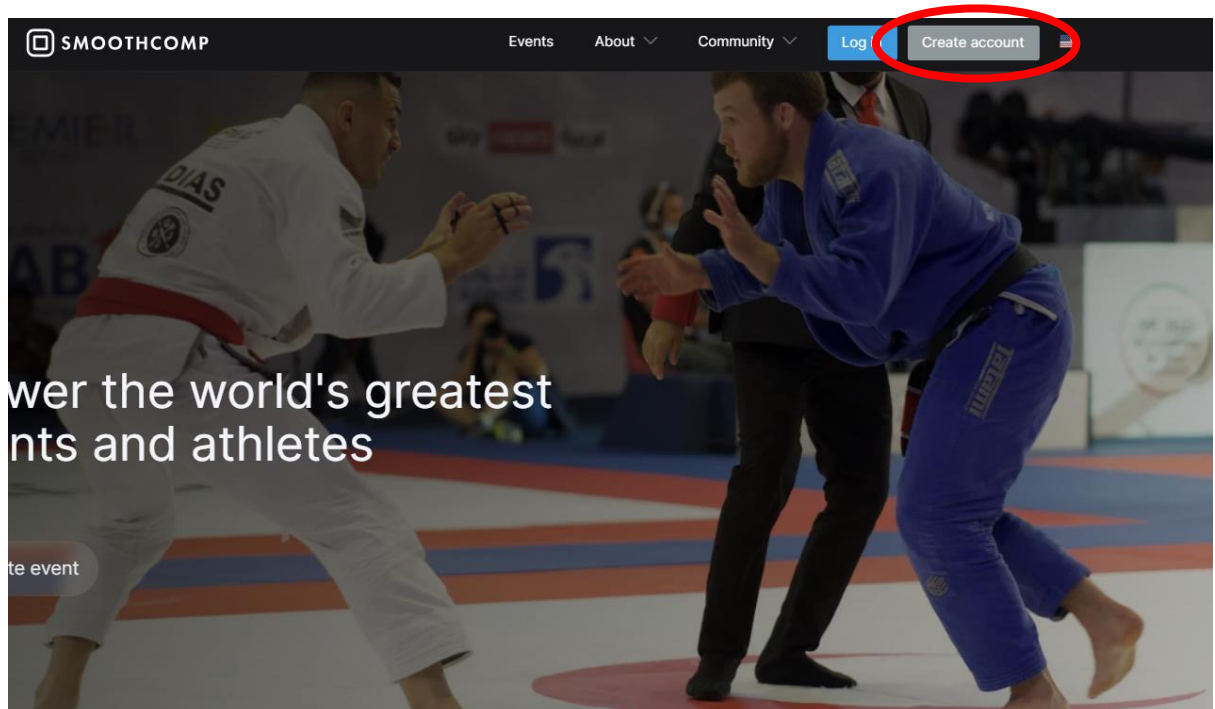
Changes to the Fighter Registration process

We have decided to migrate the registration process for our monthly amateur competition to an online platform called SmoothComp. While there is an initial set up required, we believe this change will improve the efficiency of the registration process and improve the experience for fighters and Trainers. It will also enable our matching process to speed up as well.

Please follow the instructions below to set up your relevant profiles on SmoothComp and if you have any questions at all please get in touch with one of our Board members, Bridget Thakrar via email at bridget@muaythavictoria.org.au.

How to create a Gym profile in SmoothComp

1. Head to the SmoothComp website www.smoothcomp.com
2. First you need to create a profile for yourself as an individual. Click "Create account" in the top bar:



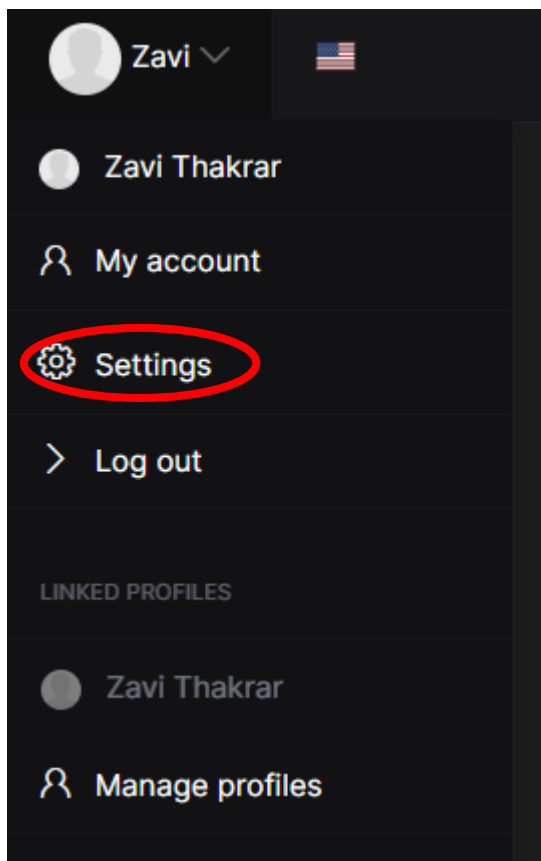
3. Fill in the details as requested: name, email, password and click create account. You will then receive an email from SmoothComp which you need to click on in order to confirm your account.

The image shows a registration form on a dark background. At the top, there are two buttons: "Log in" and "Create account". Below these are input fields for "First name" and "Last name", followed by "Email" and "Confirm email". There are also fields for "Password" and "Confirm password". At the bottom of the form, there is a checkbox labeled "I'm not a robot" next to a reCAPTCHA logo and links for "Privacy" and "Terms". A green "Create account" button is positioned below the form fields.

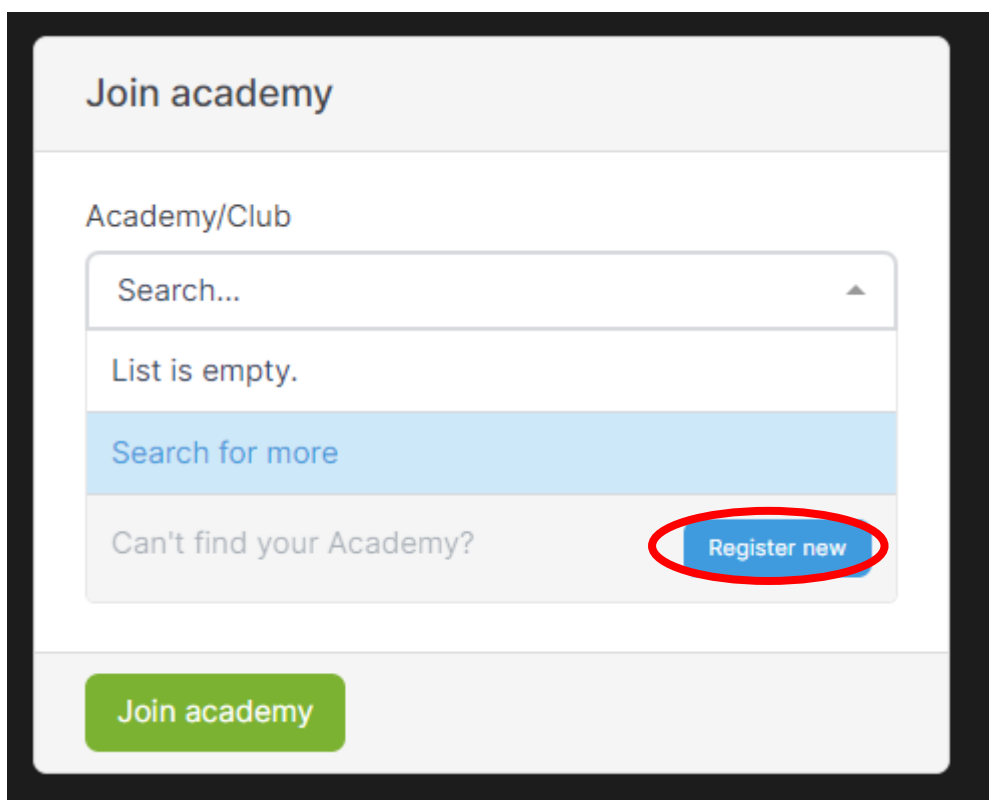
4. Head back to www.smoothcomp.com, click the blue "Log in" button at the top, enter your email and your new password and hit "Log in"

The image shows the SmoothComp website's login page. The top navigation bar includes the SmoothComp logo, "Events", "About", "Community", and buttons for "Log in" and "Create account". Below the navigation is a dark grey box containing a "Log in" button and a "Create account" button. In the center, there is a white box with an "Email" input field, a password input field (masked with dots), and a blue "Log in" button.

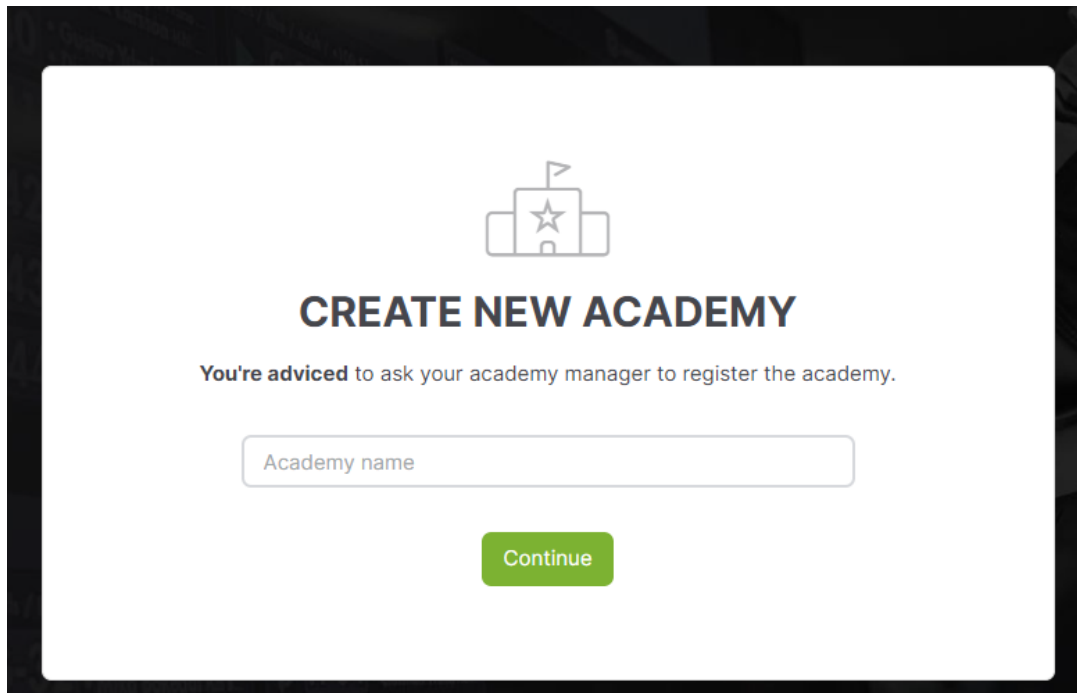
5. Now you have a SmoothComp profile set up for you as an individual, the next step is to set up your Gym. In SmoothComp, a Gym is called an "Academy/Club". In the top right-hand corner click on your name which will open a drop-down box, and click on "Settings"




6. From the “Profile Settings” page, you can scroll down to the “Join academy” section and under “Academy/Club” click the down arrow in the search bar and click on the blue “Register New” button. This will enable you to set up your Gym profile.



7. Type in your Gym name eg “Zavi Muay Thai” and click the green “Continue” button





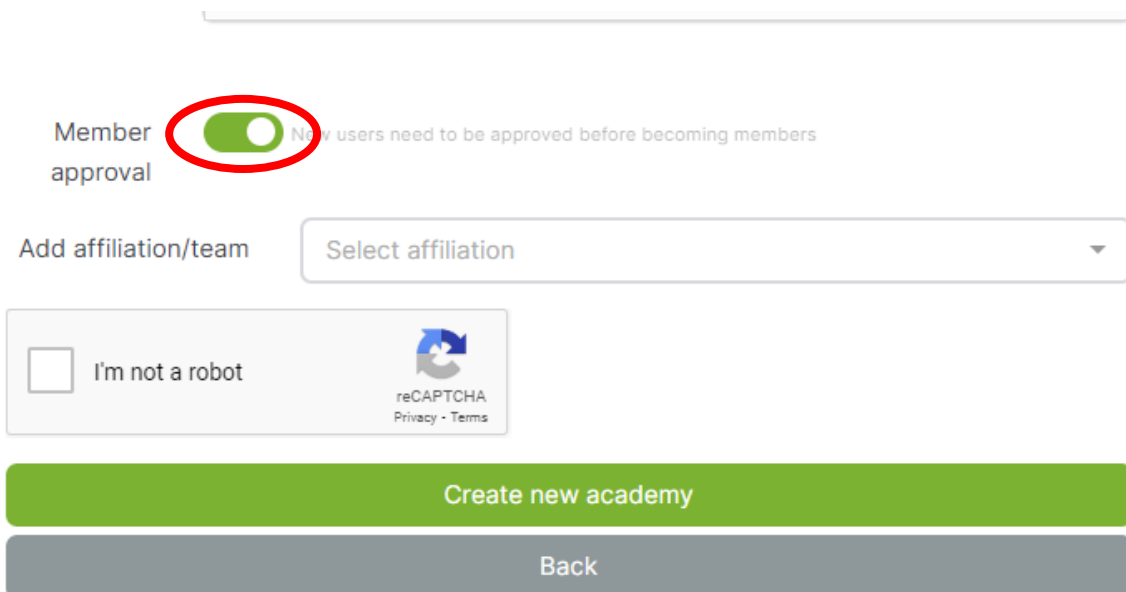
CREATE NEW ACADEMY

You're advised to ask your academy manager to register the academy.

Academy name


Continue

8. Add in all your Gym details including address, who is in charge, contact details, add your logo if you like and right at the bottom toggle the option for “Member approval” to the right to select it as “Yes”. This means fighters will have to be approved as associated with your Gym, before they can be registered to fight on Muaythai Victoria amateur shows under your banner. Click “I’m not a robot” and then finally select “Create new academy”.



Member approval New users need to be approved before becoming members

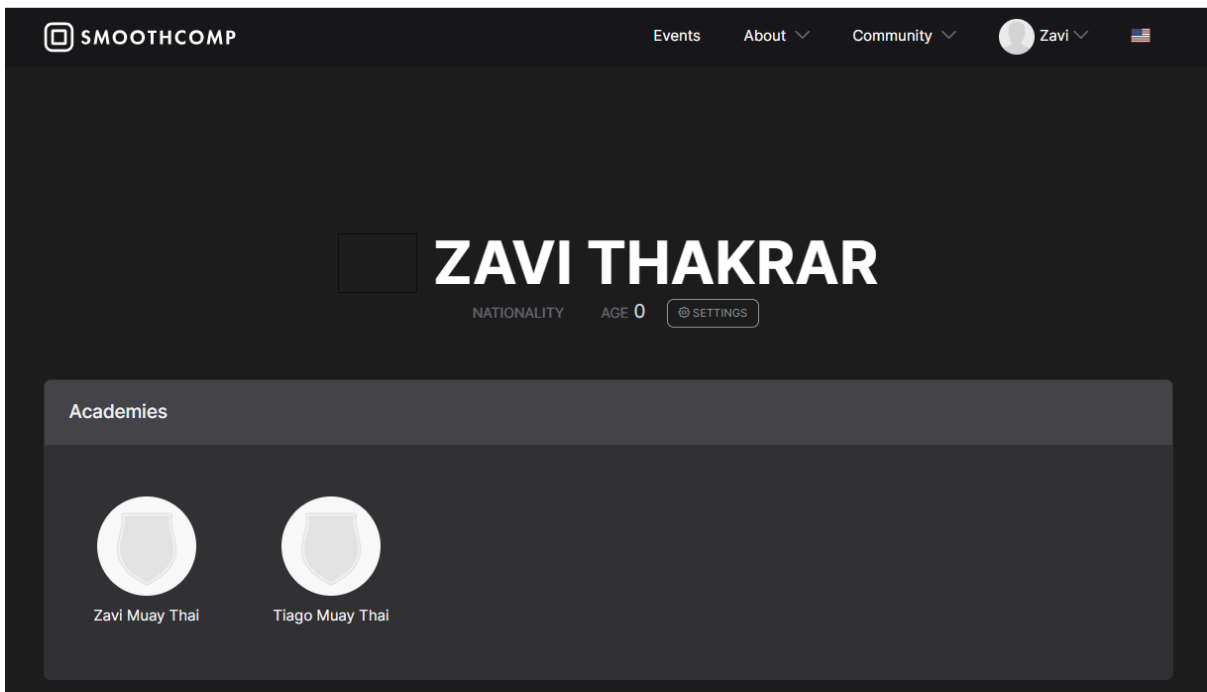
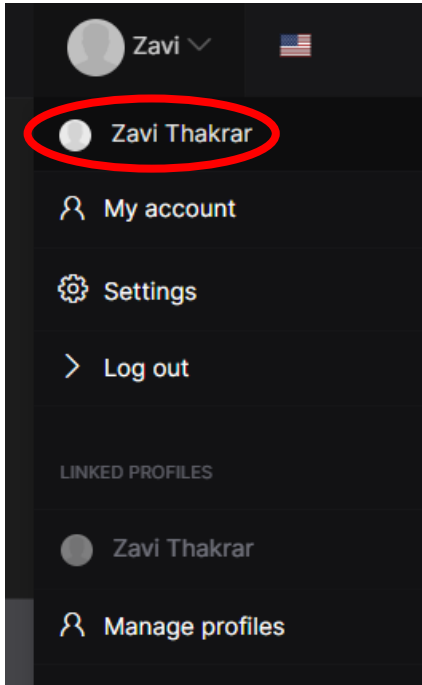
Add affiliation/team

I'm not a robot 
reCAPTCHA
Privacy - Terms

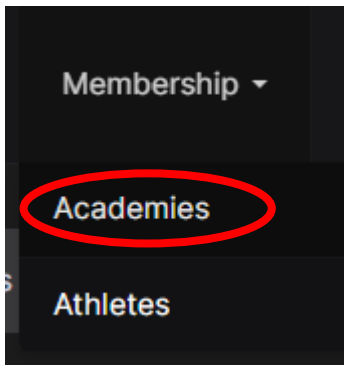
Create new academy

Back

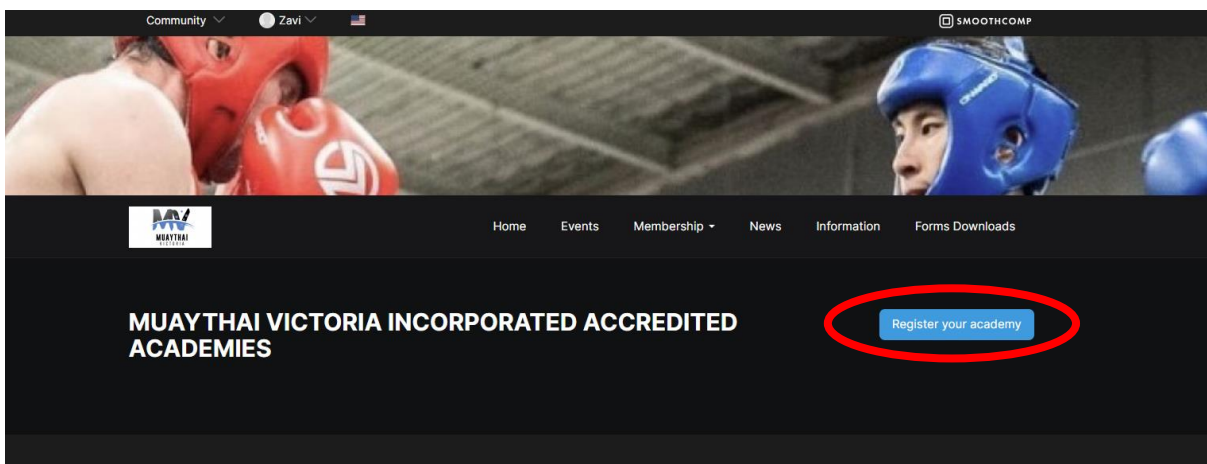
9. Now if you click on your name in the top right corner, and again on your full name, you will see your full profile with your individual settings at the top (for you personally) and your Gym/Academy as a badge underneath as in the picture below:



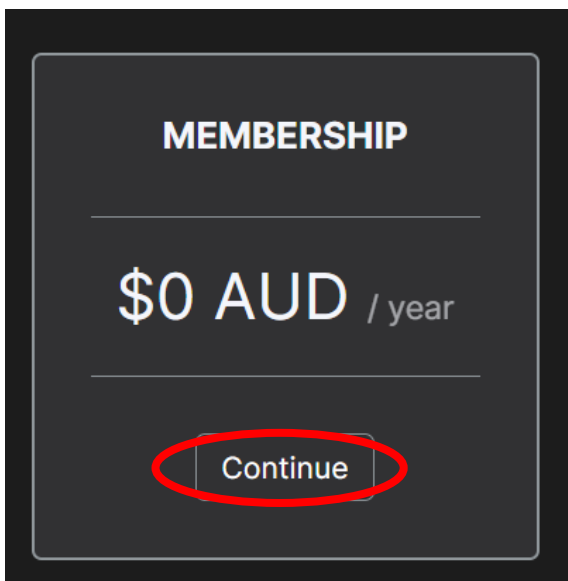
10. The final step we need you to do is join your Gym to our Muaythai Victoria “Federation”. While you are logged in, go to <https://muaythavictoria.smoothcomp.com> and click on “Membership” and then “Academies” from the drop-down box.



11. Then select the blue box “Register your academy”



12. There will be just one option for \$0 AUD/year (bargain!), click on the “Continue” at the bottom of this box. A pop-up box will appear for you to read and accept the terms.



13. Under Academy/Club you can now select your Gym and click “Continue” and an additional box will open requesting some further information, then click “Continue” again.

ACADEMY SIGN UP

Muaythai Victoria Incorporated

Gym Name

Head Trainer Name

Gym Mailing Address
Physical Location of the Gym

Gym Email

Gym Website

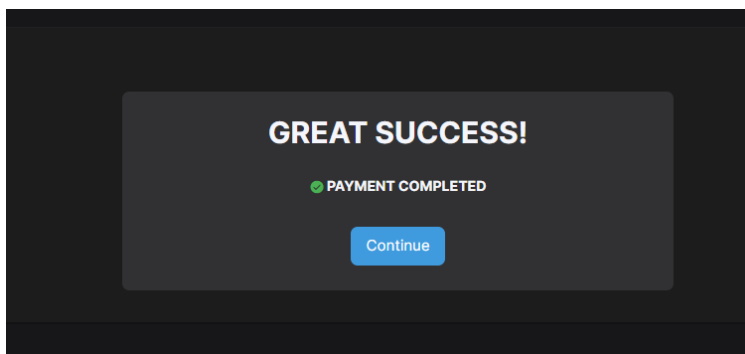
Gym Instagram Page

Contact email
Best email where we can send communications

Contact Phone Number
Head Trainer / Owner

[Continue](#)

14. That will be the last step to creating your profile and joining Muaythai Victoria, and you’ll see the below screen (which says payment completed, though there was no payment).



For current registered MVI Fighters:

Once you have completed the above steps, we will assign your current, registered Muaythai Victoria fighters to your Gym profile. We will do this at the backend of the platform so **you don’t need to add their details yourself**. This will enable you to register them for future events via the SmoothComp platform.

For any future MVI Fighters:

When you are ready to register new fighters for MVI who have not yet fought, get them to go through these same process steps to set up their own individual profile as you have done today. Then have them search for and join your Gym/Academy from the “Settings” option in the drop down box (see step 6) but instead of Register New, they search for your Gym name

in the search box. Once they are joined to your Gym profile, you will be able to register them to future MVI events.