

# Foreign clubs in ORIS

## 1. How to create a foreign club

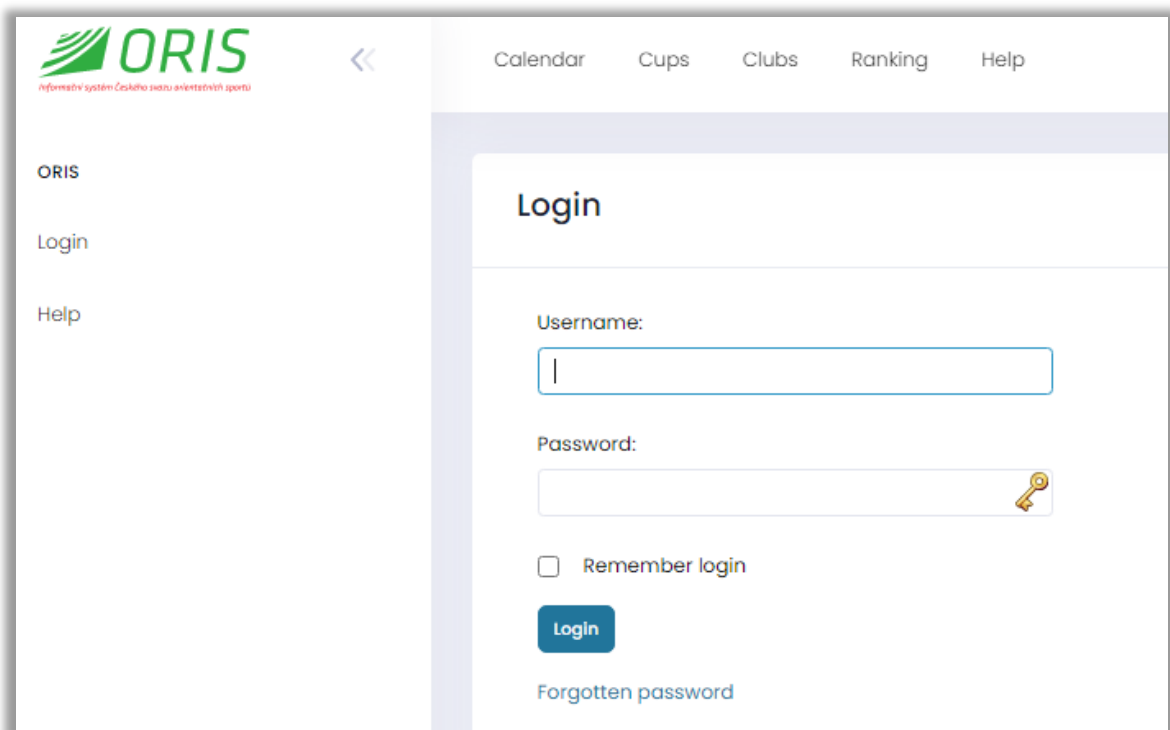
Foreign clubs have 2 options how to create event entries in ORIS. The easiest way is to use one-time entries. There is no ORIS account needed for this type of entries. See Help at

<https://oris.orientacnisporty.cz/Help>

If you are a foreign club that competes regularly in the Czech Republic, you ask for a creation of the club in ORIS. Please contact [oris@orientacnisporty.cz](mailto:oris@orientacnisporty.cz) If your request is approved and your club is created, then you can continue with chapters below.

## 2. Login

Accounts in ORIS are personal. You get login information for a club leader when your club is created in ORIS.



The screenshot shows the ORIS website interface. The top navigation bar includes 'Calendar', 'Cups', 'Clubs', 'Ranking', and 'Help'. The left sidebar contains 'ORIS', 'Login', and 'Help'. The main content area is titled 'Login' and features a form with the following elements:

- 'Username:' label followed by a text input field.
- 'Password:' label followed by a password input field with a key icon for toggling visibility.
- An unchecked checkbox labeled 'Remember login'.
- A blue 'Login' button.
- A link for 'Forgotten password'.

## 3. Club information

If the login is successful, then you can see and edit information about your club.

Please verify and edit your contact information on the club page. This is crucial since the information could be used by event organizer if needed.

ORIS  
High Performance Club

Calendar CUPS Clubs Registration Ranking Help

PERSONAL  
Settings  
My competitions

MY CLUBS  
(AUS) Bayside Kangaroos  
• Club page  
• Club members  
• Club user rights

OTHERS  
Exports  
Lists  
Courses

Club: (AUS) Bayside Kangaroos

Information [Edit](#)

**Name:** Bayside Kangaroos  
**Club code:** 24A  
**Country:** Australia

Contact [Edit](#)

**Name:**

## 4. Club members

Create a club member for all persons you need.

Club members - Bayside Kangaroos [Edit club members](#)

Search:

REG. NUMBER	NAME	SI	IOF ID	EMAIL	TEL	USER
24A5000	<a href="#">[Name]</a>	<a href="#">[SI]</a>	<a href="#">[IOF ID]</a>	<a href="#">[Email]</a>		Yes
24A5400	<a href="#">[Name]</a>	<a href="#">[SI]</a>	<a href="#">[IOF ID]</a>	<a href="#">[Email]</a>		Yes
24A5750	<a href="#">[Name]</a>	<a href="#">[SI]</a>	<a href="#">[IOF ID]</a>	<a href="#">[Email]</a>		Yes

Showing 1 to 3 of 3 entries

You can edit current members or create a new one.

### Club members – Bayside Kangaroos

Close and go back
New club member

Save changes

REG. NUMBER	NAME	SI	IOF ID	EMAIL	USER	
24A5000	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	Yes	
24A5400	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	Yes	
24A5750	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>	Yes	

Showing 1 to 3 of 3 entries

Save changes

It is important to enter gender and birthyear.

#### New club member ✕

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**User**

**User type**

Create new person
▼

If the person already exists in the system (in any club), then use Choose existing person, find it and select. Club membership will be created. If person does not exist then select Create new person. For this you need to fill all obligatory fields like name, birthday and personal number.

**First name**

John

**Last name**

Green

**Birthday**

1970-01-01

Date format is YYYY-MM-DD

**Citizenship**

Australia
▼

**Gender**

Male
▼

Create as well a login into this system (will be sent by email to the email address - must be entered)

If you want to create user account even for the other club members then you can do it when you create the club member or later.

Club members - Bayside Kangaroos Close and go back [New club member](#)

[Save changes](#) Search:

REG. NUMBER	NAME	SI	IOF ID	EMAIL	USER	
24A5000	<input type="text" value="Gregory Smith"/> <input type="text" value="gregsmith@baysidekangaroos.com.au"/>	<input type="text" value="24A5000"/>	<input type="text" value="12345"/>	<input type="text" value="gregsmith@baysidekangaroos.com.au"/>	Yes	
24A5400	<input type="text" value="Gregory Smith"/> <input type="text" value="gregsmith@baysidekangaroos.com.au"/>	<input type="text" value="24A5400"/>	<input type="text" value="12345"/>	<input type="text" value="gregsmith@baysidekangaroos.com.au"/>	Yes	
24A5750	<input type="text" value="Gregory Smith"/> <input type="text" value="gregsmith@baysidekangaroos.com.au"/>	<input type="text" value="24A5750"/>	<input type="text" value="12345"/>	<input type="text" value="gregsmith@baysidekangaroos.com.au"/>	Yes	
24A7000	<input type="text" value="Green John"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<a href="#">Create</a>	

Showing 1 to 4 of 4 entries

[Save changes](#)

All club members that have user account can create entries for all club members. If any additional user rights are needed that following page can be used.

The screenshot shows the ORIS web interface. On the left is a navigation menu with sections: PERSONAL (Settings, My competitions), MY CLUBS (selected: (AUS) Bayside Kangaroos, with sub-items: Club page, Club members, Club user rights (highlighted with a red box)), and OTHERS (Exports, Lists, Courses). The main content area is titled 'Club members that can create entry for others - Bayside Kangaroos'. It features a search bar and a table with columns 'NAME' and 'REG. NUMBER'. Below the table are two sections: 'Create entry for me can also - my settings' with a 'Create a new person that can entry me' button, and 'Entry rights within club' with a 'Create new rights' button. Both sections display a message: 'No record was found'.

## 5. Create entry

You can create entries when you come to event page and entries are open.

The screenshot shows the ORIS web interface for an event page titled 'Event: Oblastní žebříček'. The page is divided into two main sections: 'Information' and 'Entries'. The 'Information' section contains the following details:

- ORIS ID:** 6368
- Name:** Oblastní žebříček
- Date:** 2022/03/12
- Place:** Úvaly, koupaliště
- Punching:** SI touch
- First start:** 11:00
- Event office till:** 10:15
- Organiser:** FSP - VSK ČVUT Fakulta Stavební Praha
- Sport:** OB
- Level:** OŽ - Local event
- Region:** P - Pražská, StČ - Středočeská
- Discipline:** KT - Middle distance
- Rank. coefficient:** 1,00
- Ranking date:** 2022/03/12
- Used map:** Vidrholc-Hol 1 : 10 000, ekv. 2,5 m, stav 09/2021
- Location:** 50.0808,14.719: Google maps, Mapy.cz - tourist
- Joint events:** 2022/03/13 - Oblastní žebříček, 2022/03/13 - Přebor štafet

The 'Entries' section shows '1st entry stop: 2022/03/06 23:59' and a red 'Enter' button. Below this are links for 'Services' and 'Fee list'. The 'Links' section is empty. The 'Documents' section contains links for 'Invitation', 'Course details', and 'Information'.

You can create entry for you, enter somebody else or book some additional service offered by event organizer.

Own entry.

Entry for event 2022/03/12 - Oblastní žebříček

[Entry from common ČSOS format](#) [Enter somebody else](#) [Event page](#)

1st entry stop: 2022/03/06 23:59

REG. NUMBER	CLASS	SI	RENT SI	FEE	LICENCE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	80 CZK	

Note

Requested start

Club note (not sent to organizer)

[Entry](#)

Additional services - list

DESCRIPTION	PRICE	REMAINING QTY	ORDER STOP	TOTALLY ORDERED	ORD. QTY CLUB: 24A
Lunch	100 CZK	998	2022/03/06 23:59	1	0

Enter somebody else.

Enter somebody else ✕

Person

Class

Fee 120 CZK

Licence

SI

Rent SI

Note

Requested start

Order service.

**Order service**
✕

2022/03/12 - Oblastní žebříček

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**Ordering person**

Ordering person - [Name]
▼

**Description**

Lunch

**Price per unit**

100 CZK

**Remaining qty**

997

**Quantity**

1

**Note**

Save
Cancel

## 6. Event fees

If you check list of entries by clubs then you can see all information about entries, services and payment details.

**Event entries: Oblastní žebříček**
Display ▼
Enter ▼
Event page

for club: Bayside Kangaroos

**Date:** 2022/03/12  
**Place:** Úvaly, koupaliště  
**Organiser:** FSP - VSK ČVUT Fakulta Stavební Praha

**(AUS) Bayside Kangaroos** (1)

CLASS	↑ REG. NUMBER	↓ NAME	↑ LICENCE	↑ SI	↑ FEE
H65	24A5000 <span style="font-size: 0.8em;">✎ ✕</span>	<span style="background-color: #ccc; padding: 2px;">[Redacted Name]</span>		8180150	80 CZK

Due date: 2022/03/11 Use following variable symbol in the payment: 2790106 club fee: 80 CZK , services: 100 CZK, total: 180 CZK

You can even display details.

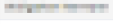
**Fee list: Oblastní žebříček, Oblastní žebříček, Přebor štafet** Print ▼ Statistics ▼ Event page

Club: Bayside Kangaroos

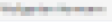
**Name:** Oblastní žebříček, Oblastní žebříček, Přebor štafet  
**Date:** 2022/03/12, 2022/03/13, 2022/03/13

**24A - Bayside Kangaroos**

Entries: 2022/03/12 - Oblastní žebříček

CLASS	REG. NUMBER	NAME	ENTRY STOP	BASE FEE	FEE	RENT SI
H65	24A5000		1	80 CZK	80 CZK	0 CZK
	total	1 pcs			80 CZK	0 CZK

Services: 2022/03/12 - Oblastní žebříček

DESCRIPTION	PRICE	QUANTITY	TOTAL PRICE	CREATED BY	CREATED
Lunch	100 CZK	1	100 CZK		2022/01/23 20:15
total		1	100 CZK		

Use following variable symbol in the payment: **2790106** (bank account: 162614339/0800) QR payment code

club fee: **80 CZK** , services: **100 CZK** , total: **180 CZK** , paid: **0 CZK** , to be paid: **180 CZK**  
total: **180 CZK** , paid: **0 CZK** , to be paid: **180 CZK**