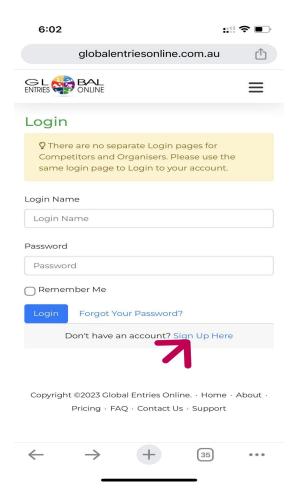
Global Online Entries How to for a mobile

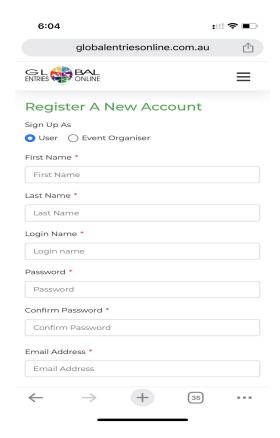
Go to https://globalentriesonline.com.au/

If you have an account Login using your Login Name & Password

If you do not have an account click on Sign Up



It will take you to the following screen.



Complete all details with a red *

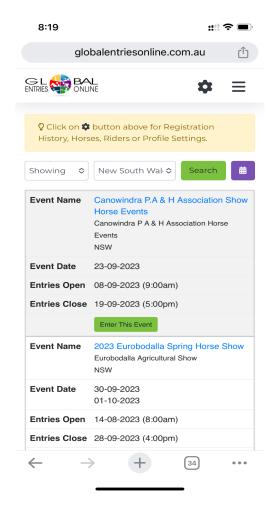
Make sure you click on I agree to the terms and then click on Register.

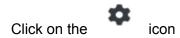
On the next page

Log in using the credentials that you have used as your Login name and Password.

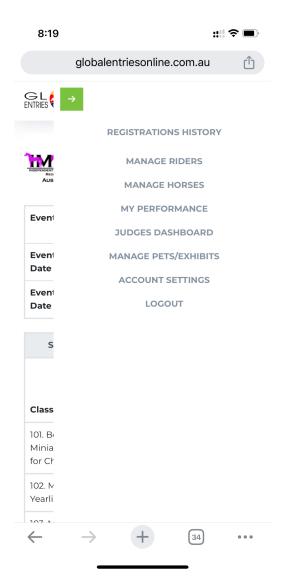
This is the most important part - DO NOT SKIP THIS STEP! If you have previously used this system and have a new horse/pony please remember to enter them here before you start!

The next screen will look like this.



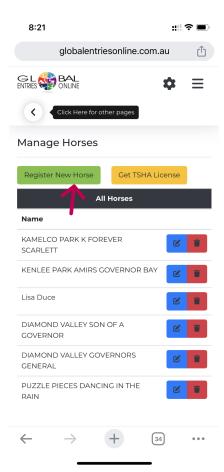


It will open the following page

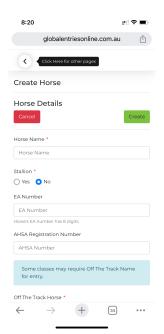


. Then click on Manage Horses in the pop up window.

If you have not previously entered using this platform click on register new horse.



The only details you need to enter here is the horse/ponies registered name. Please put the horse/pony registration number in the AHSA Registration number area, add your PIC number and mark if it is a stallion or not.



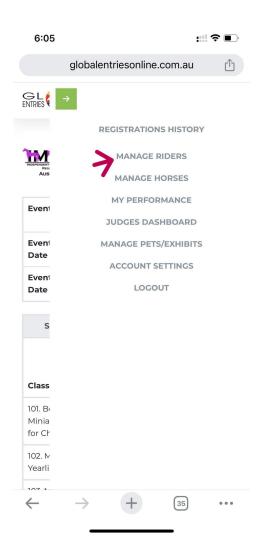
Once done click on Create.

It will then take you back to the Manage Horses page.

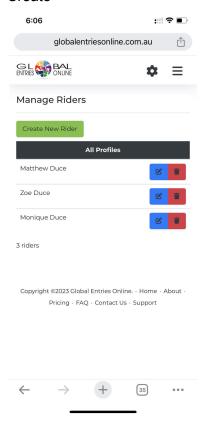
If you need to add more horses please repeat this process until you have them all done.

If you are entering Nationals and want to enter the 'Get of sire' or 'Produce of dam' please remember to add your stallion &/or mares to your list even if they are not attending.

Once all of your horses/ponies are created Click on the icon and then **Manage Rider** to add handlers. **This step is used to add any YOUTH that are entering too.**



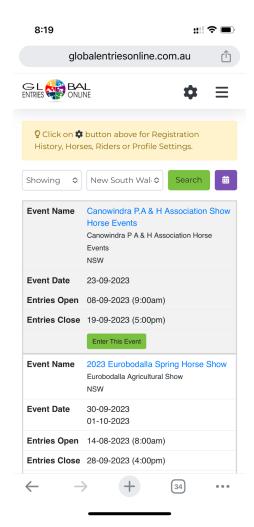
Click on Create New Rider and then complete all of the required information then click on Create



Riders information is needed but is used as the handler for our purposes.

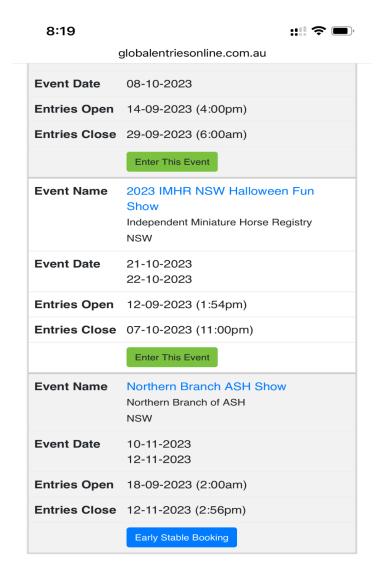
Once completed entering all Horse and Rider/Handler information click on Click on the icon and select HOME

It will take you to this next screen



Select Showing from the drop box where it says All Sports and then the state the show is being held in. Click Search

Scroll down the page until you find the event you want to enter. Then click on Enter This Event.



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This will then take you to where you place your entries. Scroll down the classes until you find the events you wish to enter.

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Saturday Halloween Show 2023 21-10-2023			
Class Name	Fee Per Entry (AUD)	Spots Left	No. of Entries
101. Best Presented Miniature Pony (not elig for Champ)	10	98	0 \$
102. Miniature Pony Filly Yearling	10	99	0 \$
103. Miniature Pony Filly 2 Years Old	10	99	0 \$
Champion & Reserve Miniature Pony Filly	0	0	0 \$
104. Miniature Pony Mare 3 Years	10	98	0 \$
105. Miniature Pony Mare 4 – 8 Years	10	99	0 \$
106. Miniature Pony Mare 9 Years & Over	10	99	0 \$
Champion & Reserve Miniature Pony Mare	0	0	0 \$
107. Miniature Pony Colt	10	99	0 \$
108. Miniature Pony Colt 2 Years Old	10	99	0 \$
Champion & Reserve	0	_0	0 \$

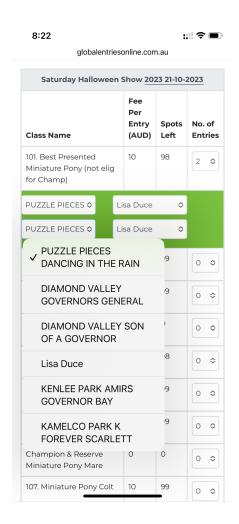
Select the No of Entries drop box and choose how many horses/ponies you wish to enter in that class. If you select 1 then the page will look like this. You can change the horse/ponies name by touching the screen where the name that is showing. Then to change the handlers name you can do the same, touch where it says the handlers name.



If you have 2 or more to enter the page will look like this.

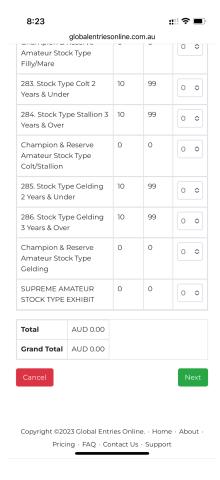


You can change the horse/ponies and handlers names by touching the screen on the horse/pony and then change the handlers as needed. If you have more than two entered in the one class it will show more options as needed.



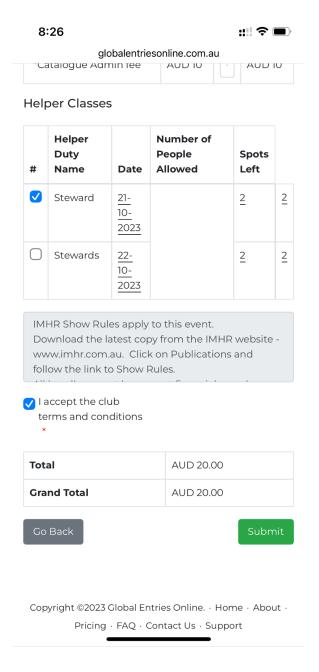
Go through and enter all of your classes for all of your horses and entrants on this one page.

Once you have entered them all click on Next.



This next page will show you

- 1.what events you have entered
- 2. compulsory catalogue/admin fee Make sure you click on 1 for the quantity
- 3. Give you the option of offering help at the show as a steward. (If you can't, that's ok and you can leave this area blank.
- 4. Tick on your acceptance of the terms and conditions
- 5. The option to Go Back if you have forgotten a class or wish to delete or change a class And 6. Submit your entries.



This will take you to the payment details section. If you are a first time user click on use new card and you will be able to add your card details. For previous users, you have the option to use the same card as previous times.

Your entries are now complete and you will receive an email from Global Entries Online confirming your entries have been received.