



## MAM SignUpGenius Instructions

[Where is the Manatees SignUpGenius webpage?](#)

[Choose your lane/group](#)

[Choose your day and hour](#)

[Submit your swim request](#)

[Why you need a SignUpGenius account](#)

[How to create a SignUpGenius account](#)

[What if you already have a SignUpGenius account?](#)

### Where is the Manatees SignUpGenius webpage?

The Manatees SignUpGenius page is at



This will take you to the SUG login page. If you don't have an account, you should consider signing up for one as this is the only way you can change or cancel swims you have signed up for. You will receive an email invite when sign ups open for practices each week.

### Choose your lane/group

First find your appropriate lane (Alpha, Bravo, Charlie, or Delta Group).

Basically, if you swam in lanes 1-2, choose Alpha; lanes 3-4, choose Bravo; lanes 5-6, choose Charlie.

Or choose the Delta group swims on TuTh at 7:30 if you want the most easygoing lane pace.

### Choose your day and hour

Within each lane group, pick the days and hours that you want to swim.

Check the little checkbox on the green "Sign Up" button for the hour that you choose.

You can check off a maximum of two swims, to start.

### Submit your swim request

Once you've checked off the swims you want, scroll to the very bottom of the page and click on the blue "Submit and Sign Up" button.

This should open up a webpage that says "Sign Me Up" and lists the swims you've chosen.

Fill in your name and email if not already listed, and click the blue "Sign Up Now" button.

This should open up a webpage confirming that you're signed up.

You should also get a confirmation email with the subject "Swim Signups Confirmed".

### Why you need a SignUpGenius account

You don't need to have an account, or be signed in to your SignUpGenius account, in order to sign up for Manatee swims; your email just has to be on the Manatees SignUpGenius list.

But, you need an account to view, change, or cancel the swims that you've signed up for.

It will save you hassles later, if you go ahead and make sure you have a SignUpGenius account now.

## How to create a SignUpGenius account

At the top of any of the SignUpGenius webpages, you should see an orange horizontal bar. (If you don't see the bar, go to <https://www.signupgenius.com> and it should show up.)

Click on the white "Log In" link on the right-hand side of the bar, next to the little magnifying glass icon.

Below the blue "Log In with Facebook" button: On the left, in very small print, there's a link to "New account". Click on that link.

This should open up a webpage that says "It's a great day to be a genius!" Fill in your name, email address, and a password of your choice, check off "I'm not a robot", and click the green "Register Now" button.

This should bring you to a webpage that says "You're almost there" and telling you to check your email.

## What if you already have a SignUpGenius account?

If the email from SignUpGenius says that you already have an account, go back to <https://www.signupgenius.com> and click on the "Log In" link again.

This time, below the blue "Log in with Facebook" button: On the right, in very small print, there's a link to "Forgot your password?" Click on that link.

This should open up a webpage that says "Forgot Your Password?" Fill in your email address, check off "I'm not a robot", and click the green "Reset Password" button.

Check your email for instructions on resetting your password.

