

Registration System manual

The UEC uses an online registration system since 2015. This registration system was created to simplify the registration for the National Federations and deliver a number of participants / staff to the organizers in order to be prepared with an approximate number of people to receive and get ready with all the logistics needed.

In 2017 the online registration system has been modified according to the changes on the UCI data base, therefore we are using the new field UDI ID as our main search field.

The National Federations will need to login to the system by using the same user name and password that was given by the UEC. In case you need to get your password please contact: h.uribe@uec.ch

To access the system please go to the following address.
<http://registration.uec.ch>

There are 2 ways of register riders:

By UCI ID

The search by UCI ID will go first to the UEC Database. If the rider is not on the database, the system will go to the UCI Database to retrieve the information.

All the riders that are submitted into our registration system that are not in the UEC Database will be added into it in order to simplify the search for next events.

By Family Name

The search by Family name will search only on the UEC Database, if the rider is not there, the country **must search by UCI ID**.

The teams will only add riders of their nationality, is not possible to add riders of other nationalities into their list of riders.

* Images are for illustrative purposes only and may differ from the actual system.

Login Page

Once the **National Federation** login to the system it will have the following options:

- Register Riders to events.
- Manage or view their riders on the database.
- Manage or view their staff members on the database.

Landing page:

Menu

- Home
- Manage my Riders
- Manage my Staff
- Log out

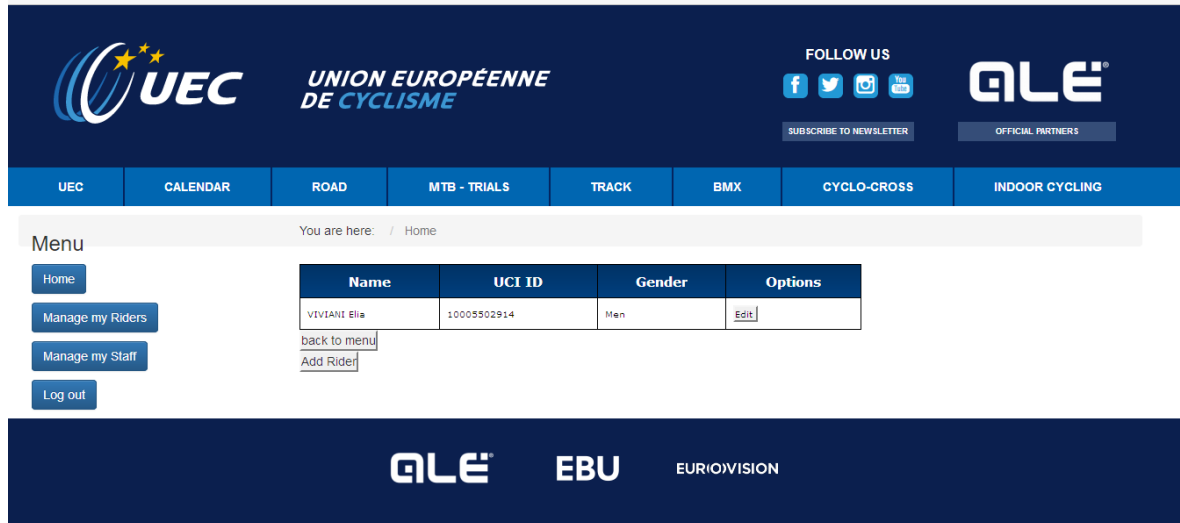
Welcome **BELGIUM** to the UEC Registration System, please register your riders for the available races:

2017 UEC MTB Downhill European Championships		
View Race Details		
Add staff to the race		
HTB Down Hill Men Elite	Riders registered: 0 of 6	Add Rider
HTB Down Hill Women Elite	Riders registered: 0 of 6	Add Rider
HTB Down Hill Junior Men	Riders registered: 0 of 6	Add Rider
HTB Down Hill Junior Women	Riders registered: 0 of 6	Add Rider

My riders page:

In this page the National Federation will see a list of all their riders that are included in the UEC database.

In the button Edit next to the rider, the team is able to edit all the rider information, this option only affects the UEC database.



The screenshot shows the UEC website interface. At the top, there is the UEC logo and 'UNION EUROPÉENNE DE CYCLISME'. To the right, there are social media icons for Facebook, Twitter, Instagram, and YouTube, along with a 'FOLLOW US' link and a 'SUBSCRIBE TO NEWSLETTER' button. Below this is a navigation bar with categories: UEC, CALENDAR, ROAD, MTB - TRIALS, TRACK, BMX, CYCLO-CROSS, and INDOOR CYCLING. A 'Menu' section on the left contains buttons for 'Home', 'Manage my Riders', 'Manage my Staff', and 'Log out'. The main content area displays a table with the following data:

Name	UCI ID	Gender	Options
VIVIANE Elle	10005502914	Men	Edit

Below the table are links for 'back to menu' and 'Add Rider'. At the bottom of the page, there are logos for ALE, EBU, and EUROVISION.

Registration page:

When the National Federation press the button, register riders on the selected race the system will open and list all the riders added to that race.

Also the system will put the option of search rider by UCI ID or search by Family name, It's important to say that all the search by Family name are ONLY on the UEC database, if the rider is not on the UEC database the riders will not be founded by the system.

Search by UCI ID

The National Federation can search by UCI ID, using this option the system will go to the UEC database and search for the rider, if is not there, the System will go to the UCI database and look for the information and show the option to add it into the race, if the rider is added to the race, the system will add the rider into the UEC database so the National Federation can search in the future by family name.

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You are here: / Home

Menu

- [Home](#)
- [Manage my Riders](#)
- [Manage my Staff](#)
- [Log out](#)

2017 UEC MTB Downhill European Championships

MTB Down Hill Men Elite

Add Rider Information

Search Rider Database by UCI ID and press enter:

Search Rider Database by Family Name and press enter:

Rider	UCI ID	Edit
Back back to menu Back to races		

Manage my staff

In this page the National Federation will see a list of all the staff that are in the UEC database.

In the button Edit next to the staff, the National Federation is able to edit all the staff information, this option only affects the UEC database.

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You are here: / Home

Menu

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- [Log out](#)

Name	UCI ID	Gender	Options
SALVOLDI Edoardo		Coach	Delete
VILLA Marco		Coach	Delete
ELLI giorgio		Team Manager	Delete
CRISTINI PIERANGELO		Coach	Delete
FUSAR POLI DINO		Coach	Delete
PANSERI IVAN		Mechanic	Delete
GIANASSI MARCO		Doctor	Delete
D'URSO GIUSEPPE		Para Medical Assistant	Delete
GRADI RANIERO		Para Medical Assistant	Delete
MASOTTI FABIO		Coach	Delete
FARRONATO MATTEO		Mechanic	Delete
FRONTI PAOLO		Para Medical Assistant	Delete