

How to Join a Club's Database

In order for a club to access your information in ENgage, you will need to join their database. Please refer to the following information to find out how:

Never been registered to England Netball before?

- 1. You can access the ENgage homepage <u>here.</u>
- 2. Search for your club (or your child's club, if you're signing up as parent) in the **Find Club** field and click the magnifying glass to search.
- 3. Once you've found the club, select it (the banner at the top of the page should now state the name of the organisation and not England Netball.)
- 4. Click Create Account, located under the login fields, and add your details.
- 5. Once completed, you should receive an email with your ENA ID and a link to set your password. Please be aware that this email may go to your junk folder.
- 6. If you do not receive this information, please contact membership@englandnetball.co.uk and we will provide you with your ENA ID, along with further advice.
- 7. Parents registering on behalf of their child will need to let the child's club know once they've completed this process, so that the club can link them in the system.

Registered to England Netball before but joining a new club/joining your child's club?

- 1. Firstly, log into **ENgage** using your membership number as your ENA ID.
- 2. Click on the **Directory** tab and open the filters to aid your search. To do this, click on the funnel icon on the right hand-side of the screen, followed by the plus symbol "+" and search for the club using **Name** or **Reference** (i.e. club ID). Note: Using **Reference** as a search criteria is preferable if there is more than one club with the same name. Please contact your club if you're unsure what this is.
- 3. Once you've added the search criteria, click **Apply**.
- 4. Select the small circle next to the name of your club in the search results, then click **Join**, followed by **Save**.