


HOW TO REGISTER DANCE SCHOOL / DANCERS TO ENTER COMPETITION

ACCESS TO THE ENTRY SYSTEM - <https://saglobaldance.dancecompnie.com/>

STEP 1

CREATE ACCOUNT BY ADDING A "USERNAME" OR "EMAIL" AS PER THE BELOW **ADD A NEW ACCOUNT**, THIS WILL THEN NAVIGATE YOU TO A NEW PAGE WHERE YOU WILL SETUP ALL INFORMATION RELATED TO STUDIO REGISTERING



SA Global dance Association

+27649006185
info@saglobaldance.com

Home Rules & Regulations

If you have an account with us, or a DanceComp Genie Studio Center account, please login here.

Username or email address Password

Remember Me [Forgot your password?](#)

Add new account


In order to register an account with us, you need to create a Studio Center account at studio.dancecompnie.com first. This helps you store dancers and routines information in one place and transfer to other competitions without reentering all data again. DanceComp Genie is safe and will protect your data.

Username or email address

Let us read and let us dance - two amusements that will never do any harm to the world.

- Voltaire

<https://saglobaldance.dancecompnie.com/Registration/>



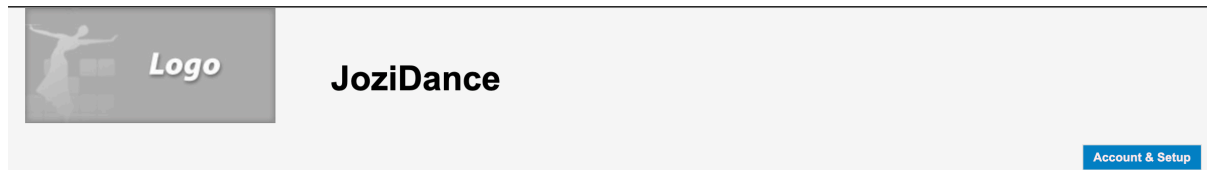
SA Global dance Association

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Fees Rules & Regulations

STEP 2

CONFIRMATION RECEIVED THAT ACCOUNT IS CREATED, YOU CAN THEN EDIT THE ACCOUNT
ADD LOGO AND UPDATE ANY INFORMATION RELEVANT TO STUDIO
ONCE UPDATED CLICK ON THE SAVE / UPDATE PROFILE



Profile

Profile

This is your passport ID: 458567. Please save it for when you login to other competition websites

Passport Login Information

* Required Field

Your Email Address(*) Please double check your email before carry on

Choose a User ID(*)

Password(*)

6 character min

Confirm Password(*)

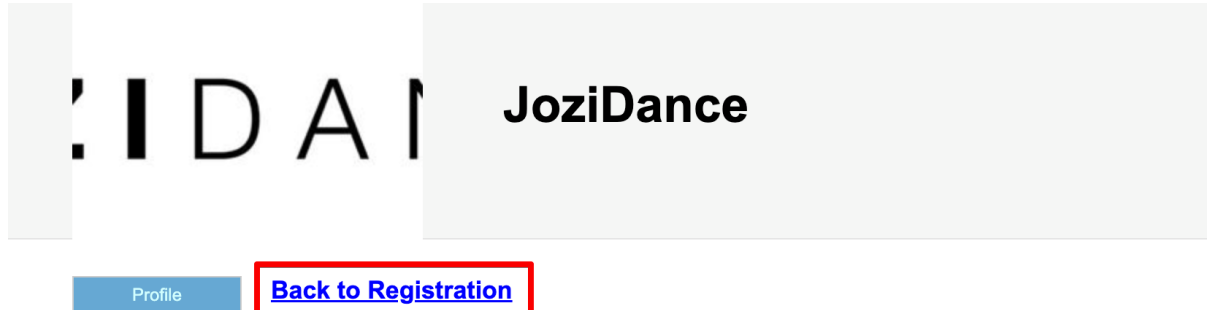
Security Question(*)

Answer(*)

Studio, School or Independent Dancer Information

Studio, School or Independent Dancer Name(*)

ONCE PROFILE IS UPDATED YOU WILL SEE THE OPTION "BACK TO REGISTRATION"



Profile

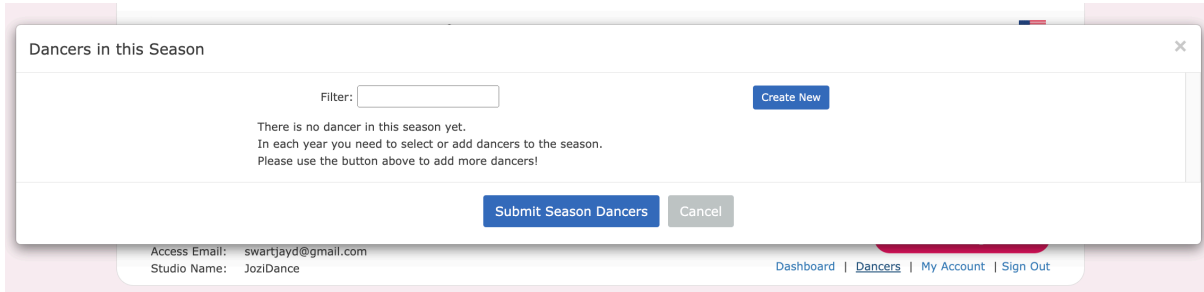
This is your passport ID: 458567. Please save it for when you login to other competition websites

STEP 3

YOU WILL NOW CREATE DANCERS BEFORE YOU CAN ENTER ANY ROUTINES

NAVIGATE BACK TO REGISTRATION PAGE AS PER ABOVE

THEN SELECT THE OPTION “**DANCERS**” THIS WILL THEN ALLOW YOU TO ADD ALL DANCERS WITHIN THE STUDIO



Dancers in this Season

Filter:

[Create New](#)

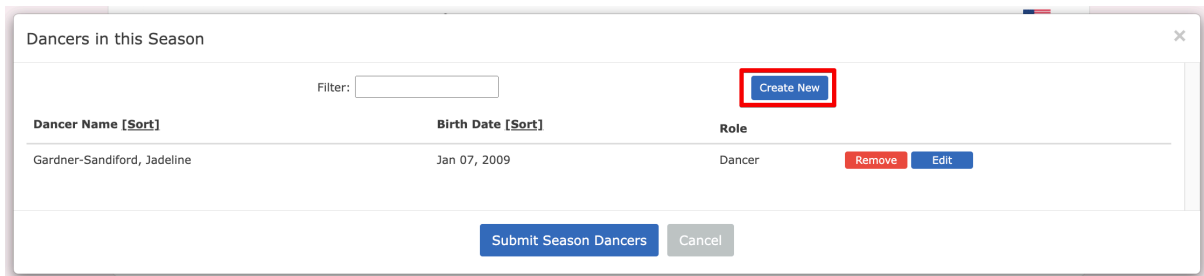
There is no dancer in this season yet.
In each year you need to select or add dancers to the season.
Please use the button above to add more dancers!

[Submit Season Dancers](#) [Cancel](#)

Access Email: swartjayd@gmail.com
Studio Name: JoziDance

[Dashboard](#) | [Dancers](#) | [My Account](#) | [Sign Out](#)

SELECT THE OPTION “CREATE NEW”



Dancers in this Season

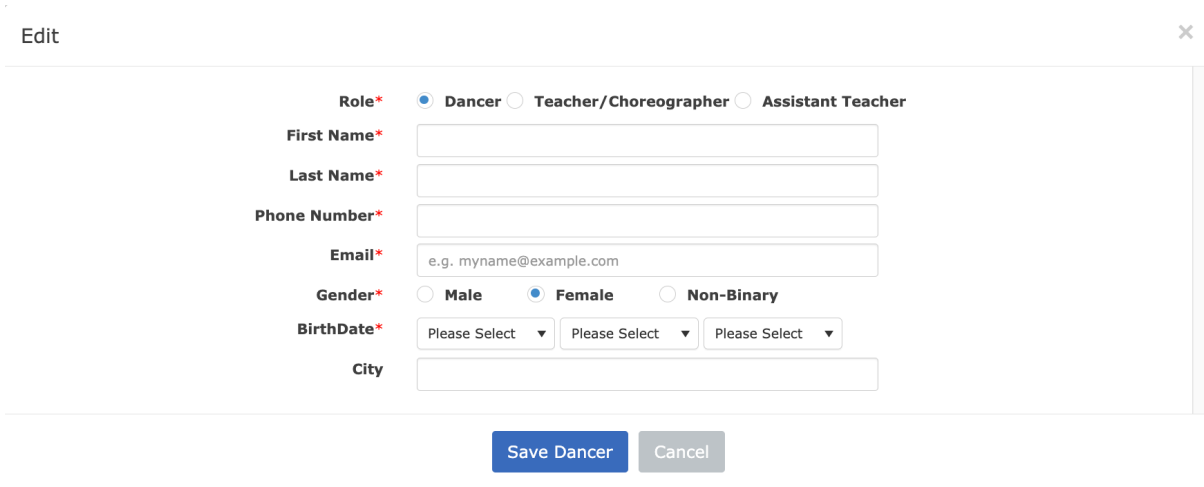
Filter:

[Create New](#)

| Dancer Name [Sort] | Birth Date [Sort] | Role | |
|------------------------------|-------------------|--------|---|
| Gardner-Sandiford, Jadelaine | Jan 07, 2009 | Dancer | Remove Edit |

[Submit Season Dancers](#) [Cancel](#)

ADD THE RELEVANT INFORMATION TO THE FORM AND THEN SELECT “SAVE DANCER”



Edit

Role* **Dancer** **Teacher/Choreographer** **Assistant Teacher**

First Name*

Last Name*

Phone Number*

Email*

Gender* **Male** **Female** **Non-Binary**

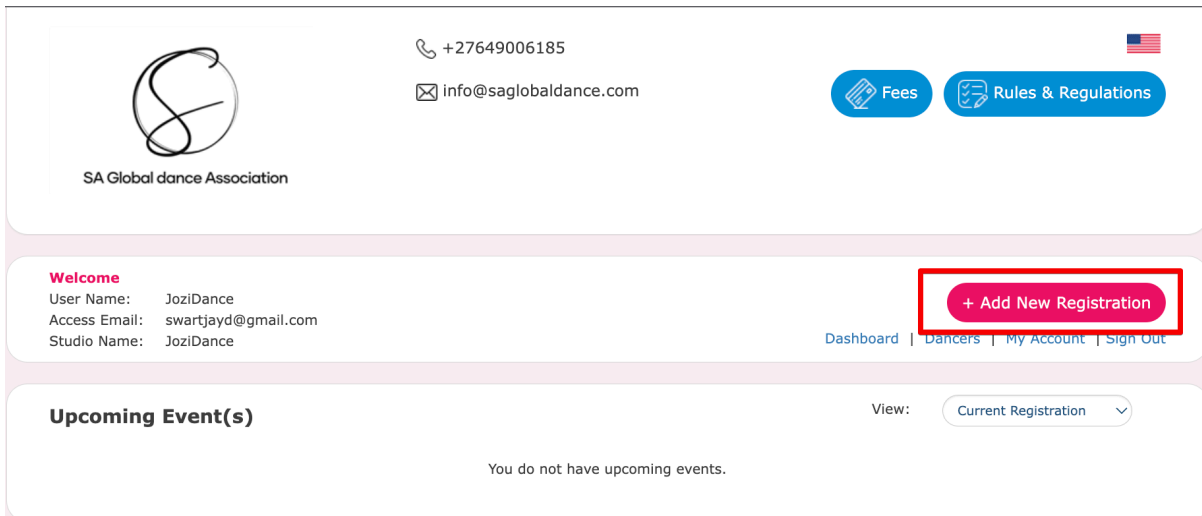
BirthDate*

City

[Save Dancer](#) [Cancel](#)

STEP 4

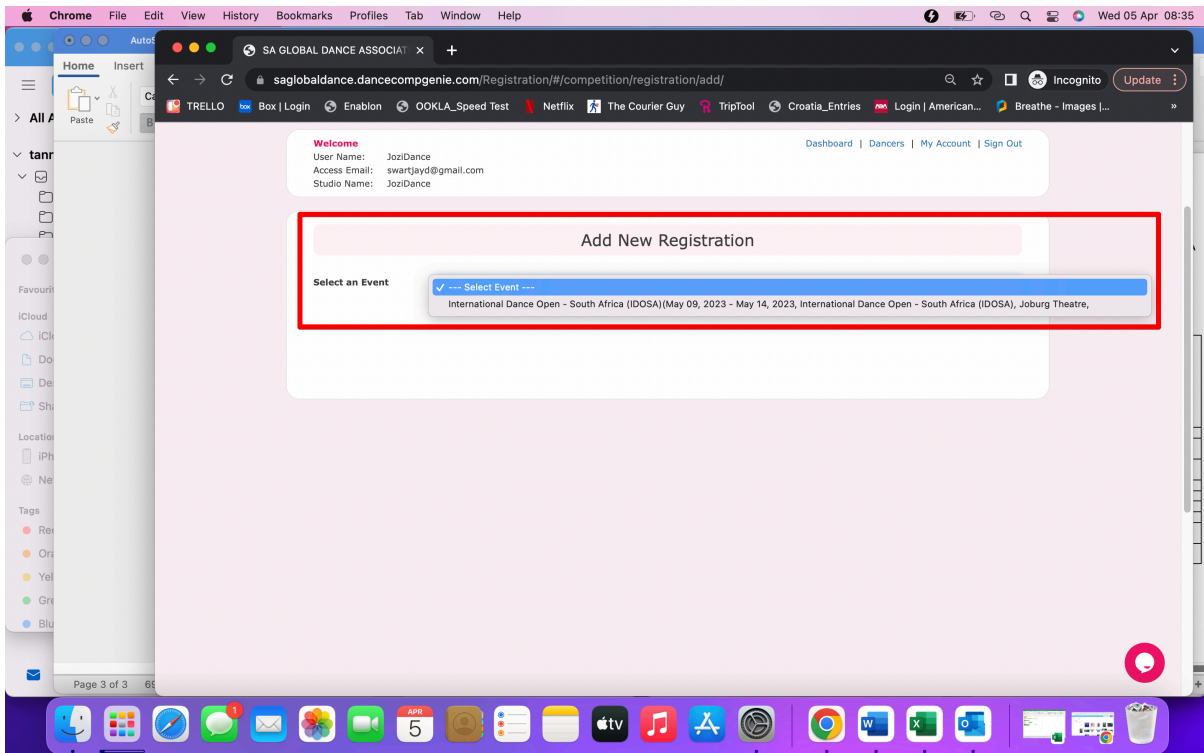
ONCE DANCERS HAVE BEEN CREATED SELECT THE OPTION "ADD NEW REGISTRATION"



The screenshot shows the SA Global Dance Association dashboard. At the top left is the logo and the text "SA Global dance Association". To the right, there is contact information: a phone icon with "+27649006185" and an email icon with "info@saglobaldance.com". Further right are two buttons: "Fees" and "Rules & Regulations". Below this is a "Welcome" section with user details: "User Name: JoziDance", "Access Email: swartjayd@gmail.com", and "Studio Name: JoziDance". A red box highlights a "+ Add New Registration" button. At the bottom right of the welcome section are links for "Dashboard", "Dancers", "My Account", and "Sign Out". Below the welcome section is an "Upcoming Event(s)" section with a "View:" dropdown set to "Current Registration" and the text "You do not have upcoming events."

THIS WILL BRING UP A LIST OF COMPETITIONS YOU CAN SELECT FROM

PLEASE MAKE SURE YOU SELECT THE CORRECT COMPETITION BEFORE ENTERING ALL ROUTINES



The screenshot shows a web browser window displaying the "Add New Registration" form. The browser's address bar shows the URL "saglobaldance.dancecompnie.com/Registration/#/competition/registration/add/". The page header includes the user's name "JoziDance" and email "swartjayd@gmail.com". The main content area is titled "Add New Registration" and features a "Select an Event" dropdown menu. The dropdown menu is open, showing a list of events, with "International Dance Open - South Africa (IDOSA) (May 09, 2023 - May 14, 2023, International Dance Open - South Africa (IDOSA), Joburg Theatre, ..." selected and highlighted in blue. The browser's taskbar at the bottom shows various application icons and the date "APR 5".

STEP 5

ONCE THE COMPETITION HAS BEEN SELECTED YOU CAN NOW GO AND ENTER ALL ROUTINES

START BY ADDING A "ROUTINE NAME" I.E. DANCER 1 SOLO

Add New Registration

Select an Event: International Dance Open - South Africa (IDOSA)(May 09, 2023 - May 14, 2023, International Dance Open - South Africa)

Routine: Mozart

Add as a New Routine - Mozart

Add from Routine | Transfer from Other Comp | Import Routines from Excel

THEN SELECT THE DANCERS WHO WILL DANCE THE ROUTINE

NB. IF YOU ONLY SELECT ONE DANCER THE SYSTEM ASSUMES IT'S A SOLO, IF YOU SELECT 2 IT ASSUMES IT'S A DUO ETC.

BE SURE TO SELECT ALL THE RELEVANT DANCERS FOR THE ROUTINE IN QUESTION

Dancers of Routine

Selected Dancers: Create New

No dancers selected yet.

Available Dancers: Search: [] Select from Last Season

| Dancer Name [Sort] | Birth Date [Sort] | Role |
|------------------------------|-------------------|--------|
| Gardner-Sandiford, Jadelaine | 2009-01-07 | Dancer |

Add

Done

ONCE YOU HAVE ADDED ALL THE RELEVANT DANCERS THEN CLICK ON DONE

Available Dancers: Search: [] Select from Last Season

No dancers available.

Done

THEN COMPLETE THE REST OF THE REQUIRED INFORMATION FOR THE ENTRY

Add New Registration

Select an Event

International Dance Open - South Africa (IDOSA)(May 09, 2023 - May 14, 2023, International Dance Open - South Africa) ▾

Routine

Add New Routine

Transfer from Other Comp

Import Routines from Excel

Complete your new routine below:

Selected Dancers

Edit Dancers

Jadeline Gardner-Sandiford (2009-01-07)

Entry Type*

Solo ▾

Routine Title*

Mozart

Category*

--- Please Select --- ▾

Teacher

--- Please Select ---

Add

Choreographer

(one name per line) Same as teacher

Exit Stage Location ⓘ


--- Please Select --- ▾

Save Routine

STEP 6

ONCE ALL ROUTINES HAVE BEEN ADDED YOU CAN NAVIGATE BACK TO THE DASHBOARD AND FROM HERE YOU WILL UPLOAD MUSIC, UPDATE ANY ROUTINES, ETC.

NB: PLEASE NOTE THAT THE SCHEDULE (FOR THE EVENT) WILL ONLY BE RELEASED ONCE THE FULL OUTSTANDING AMOUNT HAS BEEN PAID



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[Fees](#) [Rules & Regulations](#)

Welcome

User Name: JoziDance
Access Email: swartjayd@gmail.com
Studio Name: JoziDance

[+ Add New Registration](#)

[Dashboard](#) | [Dancers](#) | [My Account](#) | [Sign Out](#)

Upcoming Event(s)

View: Current Registration

COMPETITION: International Dance Open - South Africa (IDOSA) May 09 - May 14, 2023

Outstanding Balance: **R350.00** [View Invoice](#)

Registration Status: **Incomplete**

[Make Changes](#)
[Make Payment](#)

| MY ROUTINES: 1 | EVENT INFO |
|---|----------------------------|
| Transfer Routine Copy to Another Location | Book Hotel |
| Registration Summary Export Routines | |
| Music Upload | |