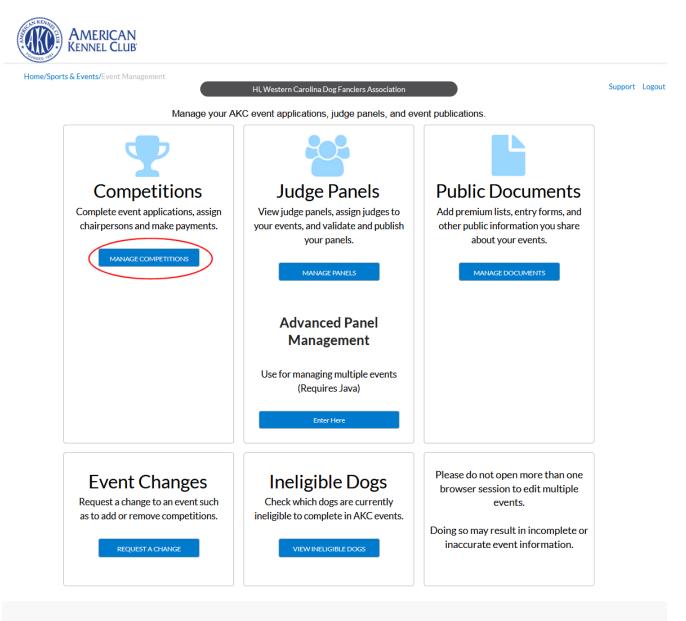
- 1. Log in using your club's Account Login and Account Password:
 - a. There are no spaces in the Club Account ID. Type the word CLUB and then your club number without spaces and without leading zeroes. Example: CLUB9, CLUB99, CLUB9999, etc.
 - b. Spaces are not allowed in the Club Account Password.

Home/Sports & Events/Event Management	Please sign in to manage events	Support
	CLUB ACCOUNT ID	
	- CLUB ACCOUNT PASSWORD	
	- YOUR NAME	
	- YOUR EMAIL	
	SIGN IN	
Contact Us	SIGN IN	

Have questions about your event or Entry Management? Reach out to us.

AgilityOnlineApp@akc.org

2. All Breed, Limited-Breed, Specialty with Obedience, Obedience, Agility, Rally and Performance Events (except CABT and Open Shows) click on ENTER HERE to manage the event:



Resources for Event Managment

Your go-to resources for searching judges, clubs, and events. Plus other handy links.

JUDGE SEARCH & DIRECTORY CLUB SEARCH & DIRECTORY EVENT SEARCH EVENT ABBREVIATIONS CONTACT AKC

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3. Select the event you want to manage by clicking on the club name:

Event Management

Event Management Home

Hi, Western Carolina Dog Fanciers Association

Support Logout

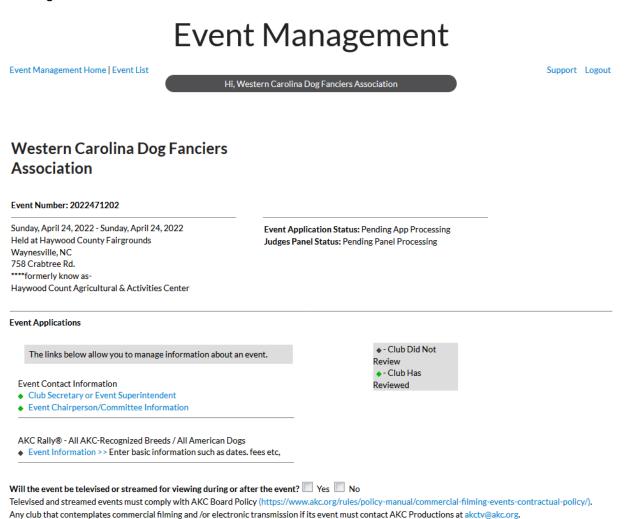
Add New Event Document

Click on an event to manage event plans

🔣 Indicates that an event is available for management in AKC's NEW Online Competition Management System (OCMS).

Name	Location	Event Type	Event Date	Closing Date
Western Carolina Dog Fanciers Association	Waynesville, NC	AG	Sep 24, 2021	Sep 10, 2021
Western Carolina Dog Fanciers Association	Waynesville, NC	AG	Sep 25, 2021	Sep 11, 2021
Western Carolina Dog Fanciers Association	Waynesville, NC	AG	Sep 26, 2021	Sep 12, 2021
Western Carolina Dog Fanciers Association	Waynesville, NC	RLY	Apr 23, 2022	Apr 6, 2022
Western Carolina Dog Fanciers Association	Waynesville, NC	AB/O/JSHW	Apr 23, 2022	Apr 6, 2022
Western Carolina Dog Fanciers Association	Waynesville, NC	RLY	Apr 24, 2022	Apr 6, 2022
Western Carolina Dog Fanciers Association	Waynesville, NC	AB/O/JSHW	Apr 24, 2022	Apr 6, 2022

4. Review and complete the event information associated with each of the links. Note that the diamond icon will turn from black to green when information has been entered. You **must** click on the Submit to AKC button to proceed to the next step in the process that will allow you to submit the application for processing.



Continue

5. If money is owed, you will be required to submit payment via a credit card to proceed. You must acknowledge that the club will have a Disaster Plan at the event. If this is the first event processed for the calendar year the club must acknowledge that they have completed their compliance requirements or send a compliance statement to the AKC. You must click on the Submit for Processing button.

Event Management

Event Management Home

Hi, Western Carolina Dog Fanciers Association

Support Logout

Western Carolina Dog Fanciers Association Event Number: 2022471202

Have you verified?

* Pequired fields

The Event Secretary/Superintendent information has been reviewed. Use this link to view/modify the Event Secretary or Event Superintendent Application fees are non-refundable once an event is approved.

Current Plans and Judges

All AKC-Recognized Breeds	Rally Novice A	OFRD	Mrs. Betsy Horn Humer	
All AKC-Recognized Breeds	Rally Intermediate	OFRD	Mrs. Betsy Horn Humer	
All AKC-Recognized Breeds	Rally Advanced A	OFRD	Mrs. Betsy Horn Humer	
All AKC-Recognized Breeds	Rally Excellent A	OFRD	Mrs. Betsy Horn Humer	
All AKC-Recognized Breeds	Rally Master	OFRD	Mrs. Betsy Horn Humer	

Please contact your Club's AKC Event Operations Representative with any questions concerning the amount charged.

PAYMENT INFORMATION

Please verify or enter the payment information for the order in the fields below. Base Fee: \$50.00 (Base fee only; additional fees may be applied during the AKC review process.)

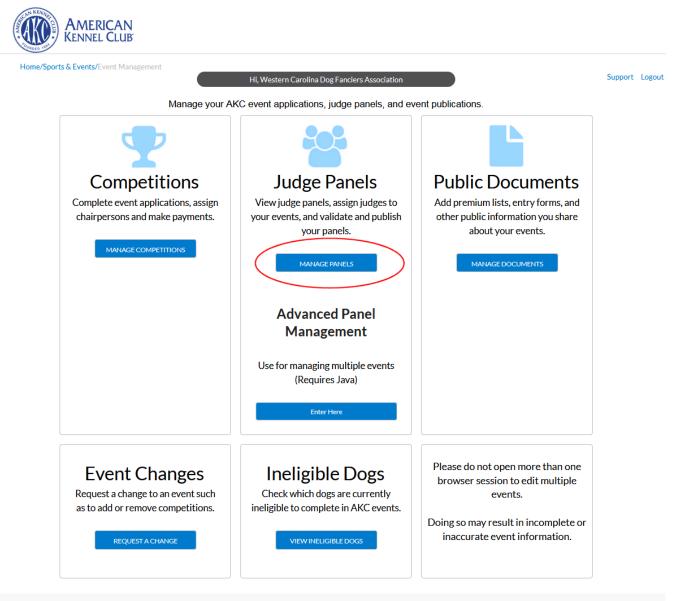
Required fields.			
Card Type*	Mastercard 💌	Expiration Date*	JAN • 2021 •
Card Number*		Name on Card*	
CVN*			
Address*			
City*			
Country*	United States Of America	•	
State or Province*	Alabama	~	
Postal Code/Province*			

Please certify to the following by checking the appropriate box:

A completed copy of the Disaster and Emergency Plan will be available at the event.*

Submit for Processing

6. The system also allows clubs to manage the judge panels for their events. Most clubs will find it easier to use the Quick Submit Judges Panel tool. This is a browser-based tool that does not require JAVA software.



Resources for Event Managment

Your go-to resources for searching judges, clubs, and events. Plus other handy links.

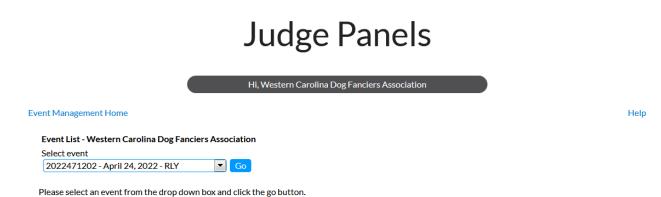
ns of Lise

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7. Select your Event from the drop down box and click on GO:



8. Any judge that you want to use must be in the Available Judges section in order to be assigned. The Available Judges section reflects the judges you have added in this process as well as judges that have previously been assigned. You can add additional judges to the Available Judges section using the search tools. A judge can be searched by judge number or by using the Judge Search feature to search for the judge by name. Once the judge you want to assign is in the Available Judges section you can select them to proceed with the assignment.

- a. Highlight judge's name by clicking on their name.
- b. Click on the View/Add Assignment button. You will now see a new page.

Event List - Western Carolina Dog Fanciers Association Select event 2022471202 - April 24, 2022 - RLY		Event Name: Western Carolina	Dog Fanciers Association
		Start Date:	April 24, 2022
Available Judges		End Date:	April 24, 2022
Select Judge View/Add: Select a Judge and click on the View / Add Assignments button. Remove: Select a Judge and click on the Remove Judge From List button. Mrs. Betsy Horn Humer (5156) Jodi Labombard (92328)	Judge Number Add Judge Number Judge Search	Address: 758 Crabtree Rd. ****formerly know	County Fairgrounds v as- vgricultural & Activities Center
Remove Judge From List			Process Assignments

9. On the assignment page, put checkmarks in the box for the breeds you want to assign to the selected judge. Then scroll down to the bottom of the page and click on Assignments Complete. This will return you to the original Available Judges page.

Event Name: Western Carolina Dog Fanciers Association		Date: End Date: 24, 2022 April 24, 2022	
Hur	ner, Betsy Horn (5156)		
Class	Assigned ?	Current Status ?	Judge Eligibility ?
All AKC-Recognized Breeds Rally Novice A		Pending	Approved
All AKC-Recognized Breeds Rally Novice B		Unassigned	Unassigned
All AKC-Recognized Breeds Rally Intermediate		Pending	Approved
All AKC-Recognized Breeds Rally Advanced A		Pending	Approved
All AKC-Recognized Breeds Rally Advanced B		Unassigned	Unassigned
All AKC-Recognized Breeds Rally Excellent A		Pending	Approved
All AKC-Recognized Breeds Rally Excellent B		Unassigned	Unassigned
All AKC-Recognized Breeds Rally Master		Pending	Approved

Cancel Assignments Complete Select New Judge Save Judge Assignment(s)

10. Repeat this process until you have completed your panel. Click on Process Assignments to submit your judge panel to the AKC. You may also click on the Process Assignments button any time during your management of the panel. The assignments must be processed in order for the assignments to be updated in the AKC's database. Assignments in the AKC database will appear in the Judge's Directory as a future assignment.

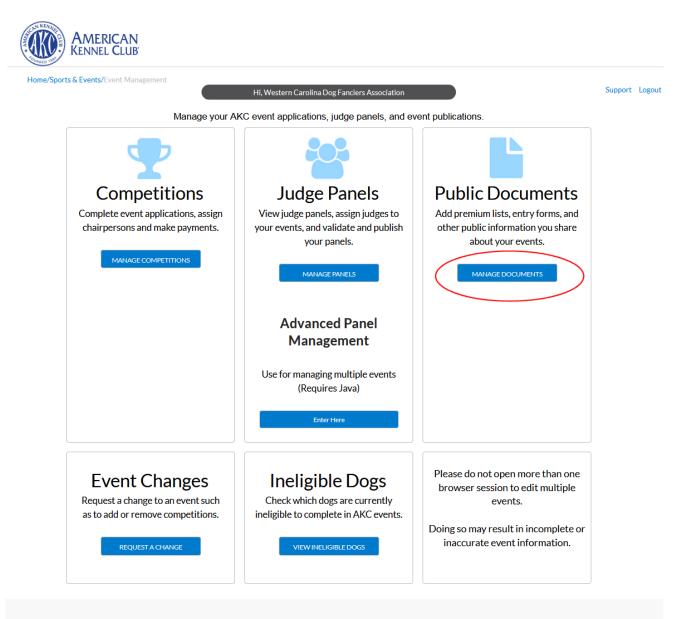
Event List - Western Carolina Dog Fanciers Association Select event 2022471202 - April 24, 2022 - RLY Co		Event Name: Western Carolina I	Dog Fanciers Association
Available Judges		Start Date: End Date:	April 24, 2022 April 24, 2022
Select Judge View/Add: Select a Judge and click on the View / Add Assignments button. Remove: Select a Judge and click on the Remove Judge From List button. Mrs. Betsy Horn Humer (5156) Jodi Labombard (92328)	Judge Number Add Judge Number Judge Search	Address: 758 Crabtree Rd. ****formerly know Haywood Count A Waynesville, NC	County Fairgrounds as- gricultural & Activities Center

Unassigned Class(es) Exist. View the Unassigned Class(es)

When you have completed all of your assignments, please click the PROCESS ASSIGNMENTS button to have the judge assignments checked. If there are any errors or conflicts a list will be displayed allowing you to correct the assignments.

THIS MAY TAKE UP TO SEVERAL MINUTES FOR LARGE EVENTS. PLEASE WAIT FOR THE PAGE TO REFRESH.

11. The Public Documents option allows the clubs to upload documents for events.



Resources for Event Managment

Your go-to resources for searching judges, clubs, and events. Plus other handy links.

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12. From the Competition Type drop down select the document type, the state and Click on the Search Events button to display any documents that were uploaded.

Event Management

Event Management Home			Support Hel	p Logout
	Hi, Western Car	olina Dog Fanciers Associatio	n	
			Add New Event	ocument
Competition	Type: Rally Trials	• State: North Carolina	Search Events	
Document Premium List 🖋 🏛 PDF Last Modified: Sep 10, 2021 08:18:29	Location Waynesville, NC Haywood County Fairgrounds		Western Carolina Dog Fanciers Association RLY	

13. To add a new document, click the Add New Event Document button. A list of available events is displayed.

Add New Event Document

×

Doc	ument URL (Er	nter the URL w	here your documen	t is hoste	ed)	* III
B Bro Doc Cho	rowse No file so owse to the location cument Type pose a Document	elected. on of the PDF file		oad a PDF	file.	
	wing events in	All Months		Il Cities	•	
	2022471201	Apr 23, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association	
	2022471202	Apr 24, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association	
			Cancel	Save		
			Cancer	Save		
• 🔟						•

14. There are two ways a document can be referenced.

A. The first is to upload the document to the AKC Document Management system.

B. Enter an external URL where the document can be accessed.

For Option A, click the Browse button. Select the document from your local system. When the document has been uploaded, the document name will be displayed in the Document URL field,

For Option B, enter the external URL where document is located in the Document URL field.

Document URL (Enter the URL where your document is hosted)

If your document isn't hosted on another site, please upload a PDF file. Browse... No file selected. Browse to the location of the PDF file and upload.

15. From the Document Type select the document that is being uploaded.

Document Type		
Choose a Document Type)	
Choose a Document Type Premium List Premium List Addition	Document	
Entry Form	hs 🔹 for All Cities	•
Judging Program Judging Program Addition		
Running Order More Event Info	022 Waynesville, NC RLY	Western Carolina Dog Fanciers Association
2022471202 Apr 24,	2022 Waynesville, NC RLY	Western Carolina Dog Fanciers Association

16. Premium List or Judging List is selected again the color in the list is changes. Only one Premium List and Judge Program can be assigned to an event. All other documents types can have multiple documents uploaded.

Doc	ument URL (E	nter the URL w	here your documen	it is hoste	ed)
PR	MLST.pdf				
If			other site, please upl	oad a PDF	file.
В	rowse No file s	elected.			
Br	owse to the locati	on of the PDF file	e and upload.		
Doc	ument Type				
Pre	mium List	•			
Eve	nts to Connect	with This Doc	ument		
Sho	wing events in	All Months	▼ for A	All Cities	
	2022471201	Apr 23, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association
	2022471202	Apr 24, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association

17. When Premium List is selected the list of events text color changes when a Premium List has already been assigned to an event. If the check box is selected next to the event, a message box will appear. To update the Premium List select "Yes, associate with this event." Otherwise click "No, keep associated with the original event.

×

RMLST.pdf				
This event is all	ready associated	d with another Premi associated		hange the Premium List this event is
No, keep	associated wit	th the original eve	nt. Ye	es, associate with this event.
		union	_	
nowing events in	All Months	✓ for A	All Cities	•
2022471201	Apr 23, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association
2022471202	Apr 24, 2022	Waynesville, NC	RLY	Western Carolina Dog Fanciers Association

18. When Judge Program is selected the list of events text color changes when a Judge Program has already been assigned to an event. If the check box is selected next to the event, a message box will appear. To update the Judge Program select "Yes, associate with this event." Otherwise click "No, keep associated with the original event.

Add New Event Document

×

Document URL (Enter the URL where your document is hosted) JudgeProgram.pdf This event is already associated with another Judging Program. Change the Judging Program this													
event is associated with? No, keep associated with the original event. Yes, associate with this event.													
Showing events in All Months													
	2022471201 2022471202	Apr 23, 2022	Waynesville, NC Waynesville, NC	RLY RLY	Western Carolina Dog F Association Western Carolina Dog F								
			,		Association								
				C									
•			Cancel	Save		-							

19. All other document types can have multiple entries for each event.

Document URL (Enter the URL where your document is hosted)												
More info.pdf												
If your document isn't hosted on another site, please upload a PDF file. Browse No file selected. Browse to the location of the PDF file and upload.												
Document Type												
	More Event Info											
Events to Connect with This Document												
Sho	wing events in	All Months	▼ for ℓ	All Cities	•							
	2022471201	Apr 23, 2022	Waynesville, NC	RLY	Western Carolina Association	Dog Fanciers						
✓	2022471202	Apr 24, 2022	Waynesville, NC	RLY	Western Carolina Association	Dog Fanciers						
	Cancel Save											
Deb ∢ III	ougging Information	tion										