



GAMEDAY

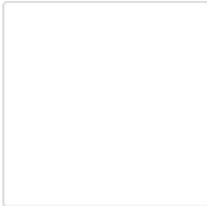
How do I create a Course EOI?

Last Modified on 06/12/2023 11:15 am AEDT

Expression of Interest in a course

Once a course hits its set capacity the link of the public course finder transitions from a Registration option to an expression of interest form.

1 Default Venue Name X



Course Coordinator Contact

Contact Name: [REDACTED]
Phone Number: 9999 9999
Email: noreply@foxsportspulse.com

Available Courses

NAME	SCHEDULE	AGES	COST	DETAILS
Example Course	13-11-2016 7:00 AM	all ages	\$150	REGISTER INTEREST

The Expression of Interest Form will capture basic information about the prospective participant which can be used to contact the individual if a space opens up or another course is created. Upon completion of the form the data is emailed to the centre co-ordinator and is stored in the EOI section of the course.

This course is full. Additional capacity may become available. Your local centre is still keen to hear from you. Complete and submit this form and it will be sent to them. The coordinator will then contact you with information on how to register.

Note: All boxes marked with a * are compulsory and must be filled in.

First Name	<input type="text" value="Joe"/>	*
Surname	<input type="text" value="Bloggs"/>	*
Postcode	<input type="text" value="3000"/>	*
Phone	<input type="text" value="9999 9999"/>	*
Email Address	<input type="text" value="noreply1@sportstg.com"/>	*
Date of Birth	<input type="text" value="1"/> <input type="text" value="Jan"/> <input type="text" value="1990"/>	*

[Send Expression of Interest](#)

View Expressions of Interests

Center Administrators can view this information within their databases by following the steps below

- 1) Go to Courses > List Courses.
- 2) Click View EOI for the course you wish to view.
- 3) On this screen anyone who has expressed interest in the course via the course finder will show in a list.

EOI in Example Course

Family name	First name	Date of Birth	Phone	Email
Bloggs	Joe	1990-01-01	9999 9999	noreply1@sportstg.com

Move from EOI to a Course

Center Administrators can also send email communications to those who completed an expression of interest to notify them that a vacancy has become available or that an additional course has been added and provide a link to register.

- 1) Go to Communications > Communicator
- 2) Click EOI Invitation. On the next screen select the course(s) that people had registered their

interest in. Click Choose Recipients

The screenshot shows the QMS Test Centre dashboard. The top navigation bar includes 'LEVEL SELECTION', 'QMS Test Centre', and 'CENTRE'. Below this is a menu with 'Dashboard', 'Members', 'Accreditations', 'Communications', 'Registrations', 'Reports', 'Courses', 'Events', and 'Venues'. A search bar with 'ADVANCED SEARCH' is also present. The main content area is titled 'Communicator - Options' and lists several options: 'Send a Message', 'Accreditation Renewals', 'Member Renewals', 'Manage Custom Groups', 'Course Renewals', 'EOI Invitation', 'Profile', and 'Sent Messages'. The 'EOI Invitation' option is highlighted with a red box, and a red arrow points to it from the right. The footer contains the copyright notice '© Copyright SportsTG Pty Ltd. All rights reserved.' and the 'SportsTG+' logo.

3) Tick the people you wish to communicate with then click customize email

4) On this page you can insert the body of the message and include a link to register for the course (Found in Courses > Lists Courses > Register)