INSTRUCTIONS ON USING



STEPS to FOLLOW

- 1. Follow the email link for Volunteer Signup (this will have been sent to you via email from volunteer@royalsouthstreet.com.au)
- 2. Once the link opens, you will see the signup roster

Australian Calisthenics Competition - Auditions signup sheet

Calisthenics Solo and Calisthenics Graceful Solo auditions to be held at Founders Theatre on Saturday 15th June (Cals Solo) and Sunday 16th June (Cals Graceful).

Open 1 FULL	Sign up
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3. This roster shows you each role and how many volunteers are needed for each role and each time slot.

In this screen shot, we are still looking for 1 volunteer to do Registration on Saturday 15th June from 12pm – 3.30pm.

We already have enough volunteers for Registration on Saturday 15th June from 3.15pm – 6.45pm

4. To sign up for a shift, click on the green arrow in the right hand column. I'm going to sign up for Registration Saturday 15th June 12pm.



5. Enter your details on this page and click on the green 'Agree and Sign up' button

Registration

Australian Calisthenics Competition - Auditions
Saturday 15th June 12pm - 3.30pm
Show names

Please see below to volunteer.

First name	First name
Last name	Last name
Email	Your Email (for volunteer coordinator)
Phone	Your Phone (for volunteer coordinator)

By signing up, I agree to VolunteerSignup.org's Terms and Conditions of Use.

Agree and sign u

Clear Form

6. You will get a confirmation screen

Success! Thank you for volunteering!				
Event:	Australian Calisthenics Competition - Auditions			
What:	Registration			
When:	Saturday 15th June 12pm - 3.30pm			
This is your signup confirmation. You may wish to print/save this page. Please mark your calendar now.				
Need to change something? Please contact your signup sheet manager (Carolyn Bennett) directly: volunteer@royalsouthstreet.com.au				
Back to S	Signup Sheet			

7. Click 'Back to Signup Sheet' and you will see that the spot is now full

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8. Select another time slot and sign up for as many shifts as you can. Your details will be remembered and auto-fill. Super quick and easy!

9. To view the full roster and see who else has volunteered, click on 'Show classic View' which is just above the green Sign Up line.

I∎ Show classic view
Sign up
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10. This shows you the full roster. It is important to note that for privacy reasons, only your first name and initial show up to everyone else.

Australian Calisthenics Competition - Auditions signup sheet

Calisthenics Solo and Calisthenics Graceful Solo auditions to be held at Founders Theatre on Saturday 15th June (Cals Solo) and Sunday 16th June (Cals Graceful).

What	When	Who
Registration	Saturday 15th June 12pm 3.30pm	Andrea B.
Registration	Saturday 15th June 12pm 3.30pm	Test T.
Registration	Saturday 15th June 3.15pm 6.45pm	Andrea B.
Registration	Saturday 15th June 3.15pm 6.45pm	Annette L.
Stage Manager	Saturday 15th June 12pm 3.30pm	Cherie B.
Stage Manager	Saturday 15th June 12pm - 3.30pm	<u>Sign up</u>
Stage Manager	Saturday 15th June 3.15pm 6.45pm	Cherie B.
Stage Manager	Saturday 15th June 3.15pm - 6.45pm	<u>Sign up</u>
MC/Music	Saturday 15th June 12.30pm - 3.30pm	<u>Sign up</u>
MC/Music	Saturday 15th June 3.15pm - 6.45pm	<u>Sign up</u>
Usher	Saturday 15th June 12.15pm 3.30pm	Lynda G.
Usher	Saturday 15th June 12.15pm 3.30pm	Joylene W.
Usher	Saturday 15th June 3.15pm 6.45pm	Joylene W.
Usher	Saturday 15th June 3.15pm - 6.45pm	<u>Sign up</u>
Upstairs Supervisor	Saturday 15th June 12.30pm - 3.30pm	<u>Sign up</u>
Upstairs Supervisor	Saturday 15th June 3.15pm - 6.45pm	<u>Sign up</u>
Registration	Sunday 16th June 11.30am 3.15pm	Andrea B.
Registration	Sunday 16th June 11.30am 3.15pm	Annette L.
Registration	Sunday 16th June 3.00pm 6.30pm	Andrea B.
Registration	Sunday 16th June 3.00pm - 6.30pm	<u>Sign up</u>
Stage Manager	Sunday 16th June 11.30am 3.15pm	Cherie B.
Stage Manager	Sunday 16th June 11.30am - 3.15pm	<u>Sign up</u>
Stage Manager	Sunday 16th June 3.00pm 6.30pm	Cherie B.
Stage Manager	Sunday 16th June 3.00pm - 6.30pm	<u>Sign up</u>
MC/Music	Condex 10th June 10em - 0.1 Date	Class wa

Back to new view

- 11. If you need to change or cancel a shift, you will need to email <u>volunteer@royalsouthstreet.com.au</u> or call the office on 5332 1054.
- 12. An automatic email reminder will be sent to everyone one week prior to the event.

As always, if you have any questions, please contact Carolyn on volunteer@royalsouthstreet.com.au or call 5332 1054.