

## Upload Documents in SportsPlus (Desktop Edition)

- On a desktop browser, navigate to <https://spartancrew.org/>
- Log in to your SportsPlus account
- Click on the Spartan Rowing logo in the upper right corner of the screen.
- Select your rower's profile
- On the left side of the page, choose the Registrations option
- On the Registrations tab, click on the ID number next to the registration to which you are uploading documents.
- Scroll down, and you will see the links to the documents that you need to fill out.
- Below that, you will see the name of the document and a link to upload the document.
- Upload your documents



**SportsPlus App**



- Download the Sports Plus App
- Log in to your SportsPlus account
- Click on the 3 line, hamburger bar, upper right
- Select the Registration and Volunteers option
- Click My Registrations. Choose the option below based on which account you are logged into
  - One tab will be for “my registrations.”
  - One tab will be for “my family members” registration
- Click on the registration to which you are uploading documents
- Scroll down until you see the option to upload
- Upload your documents