

MOTORSPORT TRAINING PROGRAM **EAST AFRICA**

East Africa Marshal Management System (EAMMS) Website Guide

The **Africa Marshal Management System (EAMMS)** is a database of people associated to motorsport in East Africa to make managing events much more efficient. Event organisers will be able to search for criteria in the system to more easily find competent people for various roles.

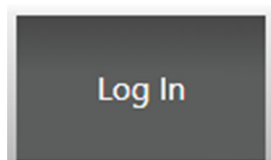
Please make sure to tick the roles you are competent at, and which countries you can travel to, on your “My Profile” page or you will not be searchable for events.

Contents

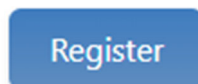
East Africa Marshal Management System (EAMMS) Website Guide	1
Registering for an Account.....	1
Logging in for the first time.....	2
Once logged in, you will be automatically directed to your “My Profile” page	2
Support / Assistance / Bugs / New Features.....	3

Registering for an Account

1. Click “Log In” on the grey Menu at the top of the page:



2. Enter your details into the lower half of the page titled “Register” making sure to double check all spellings and that your email address is correct.
3. Once you are happy with your details, click the “Register” button:



4. The administrators of the site will then get an email asking them to check and approve your account. There is nothing further for you to do at the moment.

5. Once your account has been successfully approved, you will receive an email that looks like this:

East Africa Marshal Management System (EAMMS) Login Details

Your account for the EAMMS has been **Approved**.

Username = sampleaccount@test.com

Password = **fpZBGa6UD!**

Please Log In [here](#)

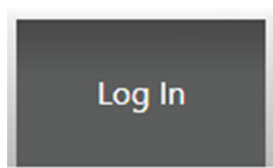
You are **not** currently contactable about Events until you set up your account **fully** so please do so **ASAP**.

6. You are now free to log in.

Logging in for the first time

Once you have received your email with your login details (that looks like the above), your account has been approved and you are ready to log in for the first time.

1. Open a web browser and browse to <https://mms.motorsportafrica.com/Login.aspx>
2. Click “Log In” on the grey Menu at the top of the page:



3. Log in with the details provided to you:

Login

Username

Password

Remember Username?



If you forget your password (or your browser is not set to remember it for you) and you need a new password, enter your email address into the Username field and click the “Forgotten Password?” button. An email will be sent to that address, containing your new password.

Once logged in, you will be automatically directed to your “My Profile” page

Here you can **add your details to your account, make changes, set which roles you are competent at and which countries you are able to travel to**. Not all details need to be filled in straight away but the more information you can enter the better.

When you get to the My Profile page for the first time you will be alerted that your account is **Incomplete**:

Your account is currently incomplete and you are not contactable for any Roles / Events. Please enter all of the details below and click **Update My Details**. You will know your account has been created properly when you are assigned a Registration Number below and this message will disappear.

Registration Number

Account Incomplete

1. Please enter your details in the various fields. The ones with the red messages are crucial i.e.

Country of Residence

☐ Burundi

☐ Kenya

☐ Rwanda

☐ Tanzania

☐ Uganda

☐ Other

Please select your Country of Residence

2. Select any roles that you are competent at. This will make you searchable for events in the system for those roles:

☒ Marshal - Radio

☐ Marshal - Sector

☒ Marshal - Timing

☐ Paramedic

☐ Radio Controller

☐ Recovery

3. Select any countries that you can travel to. This will allow you to be searchable for events that take place in those countries:

Which Countries can you travel to?

☐ Burundi

☐ Kenya

☐ Rwanda

☐ Tanzania

☒ Uganda

4. Click the "Update My Details" button at the bottom of the page:

Update My Details

If everything was entered correctly, you will get a registration number at the top of the page. **If you do not select which roles you are competent at, and which countries you can travel to, you will not be searchable for roles on events.**

[Support / Assistance / Bugs / New Features](#)

If you need any assistance, please email support@lanonyx.com and we will get back to you as soon as possible.

