



BIG KAHUNA CHESS TOURNAMENT SIGNUP INSTRUCTIONS

1. From the home page, click on green Register Here button on the upper right side of the screen.
 2. Select Continue As Guest
 3. Select the age range of the participant
 4. Click on the green Register Here button
 5. Complete the Registration Contact information.
 6. Click on Done in the lower right corner.
 7. Under Preview Information select Manage Participant Classes.
 8. Click on Participant #1
 9. Select the session you want to participate in.
 10. The session you selected will now be shown on the left side of the screen.
 11. Select Show Class Schedule to confirm you have chosen the session that you want.
 12. Close the Manage Participant Classes by clicking on the X in the upper right corner.
 13. Click on the Check Out button at the top left.
 14. You will now see a summary screen.
 15. Click on the green Check Out button in the lower right corner.
- NOTE: you must click on the green Check Out button to complete your registration. If you don't click on the green Check Out button, your registration will not be recorded.
16. You will now get a Registration Booked confirmation.
 17. You will also receive an email confirmation.
 18. You can print your schedule from this email.
 19. You can also make changes to your registration by clicking on the Click Here To Access Registration Link in the email.