

FAQ's – Teamleader

1. What is a „Teamleader“?	1
2. How can I become a teamleader on Caniva?	2
3. I've been accepted as a teamleader. How can I register starters?	3
4. What is a „reserve starter“?	5
5. A starter does not start. How can I register someone else?	5

1. What is a „Teamleader“?

A team leader is the leader of a certain country. He can register the starters at the event.

2. How can I become a teamleader on Caniva?

Enter the following internet address into your browser:

<http://caniva.com>

Now, you can search for the desired event. You have the possibility to filter for a specific sport. To do this, click on the small symbol of the desired sport in the upper section. Use the arrows on the right and left to see the other sports.

The screenshot shows the Caniva website interface. At the top, there is a navigation bar with the Caniva logo and links for 'STARTEN', 'ABSTUFEN', 'MILEYTS', and 'LOGOUT'. Below this is a 'Choose event type' section with a red border, containing seven circular icons for different sports: IPO, Tracking, Agility, Koerung, Show, Rettungshund, and Obedience. To the left of these icons is a left-pointing arrow and to the right is a right-pointing arrow. Below the event type section, there is a map of Europe with markers for 'NÖRDAME' and '16 OPA'. To the right of the map is a banner for 'BEICANDO' with the text 'The ingredients make the difference'. Below the map and banner is a search bar with the text 'REFINE YOUR SEARCH' and a 'Search' button. To the right of the search bar is a 'Sport' filter section with checkboxes for 'Seminar' and 'Meeting'. Below the search and filter sections is a list of events. The first event is 'Agility by night 2017' with details: Date (11.08.2017 - 13.08.2017), City (- Bettemburg), Breeds (all breeds), and Classes (Agility). The second event is 'Begleithunde- und Fährtenhundprüfung Okt. 2017' with details: Date (21.10.2017), Deadline (15.01.2017 00:00:00), City (-), Breeds (all breeds), and Classes (IPO, FPr, Tracking test, BH...). The third event is '19. Rassehunde-Meeting Schloß Meisdorf' with details: Date (01.07.2017 - 02.07.2017), City (06463 Meisdorf), and Breeds (Afghan Hound, Akita, Basen...).

On the left you can also refine your search:

Choose event type

REFINE YOUR SEARCH

Event name

Search

Sport

- Seminar
- Meeting
- IPO
- IPO-A
- IPO FH
- IPO finale

Venue

Deadline ascending Results per page 10 1 of 18

	Agility by night 2017		
Date	11.08.2017 - 13.08.2017	City	- Bettemburg
Deadline	01.01.2017 15:02:00	Breeds	all breeds
Organizer		Classes	Agility
Details			
	Begleithunde- und Fährtenhundprüfung Okt. 2017		
Date	21.10.2017	City	- -
Deadline	15.01.2017 00:00:00	Breeds	all breeds
Organizer	HSV Oldenburg-Wild...	Classes	IPO, FPr, Tracking test, BH...
Details			
	19. Rassehunde-Meeting Schloß Meisdorf		
Date	01.07.2017 - 02.07.2017	City	06463 Meisdorf
Deadline	12.05.2017 23:59:59	Breeds	Afghan Hound, Akita, Basen...
Organizer	VDH-Sachsen-Anhalt ...	Classes	Exhibition
Details			
	3. Nationale Schloß Meisdorf		
Date	01.07.2017 - 02.07.2017	City	06463 Meisdorf
Breeds		Breeds	all breeds

Click on "details" after you found the event you were looking for. You are now on the side of the event. Now click on "request teamleader".

de

date: 14.0

registratio

closing da

starting pl

discipline:

organizer:

address: F

e-mail: jur

home page

breeds: all

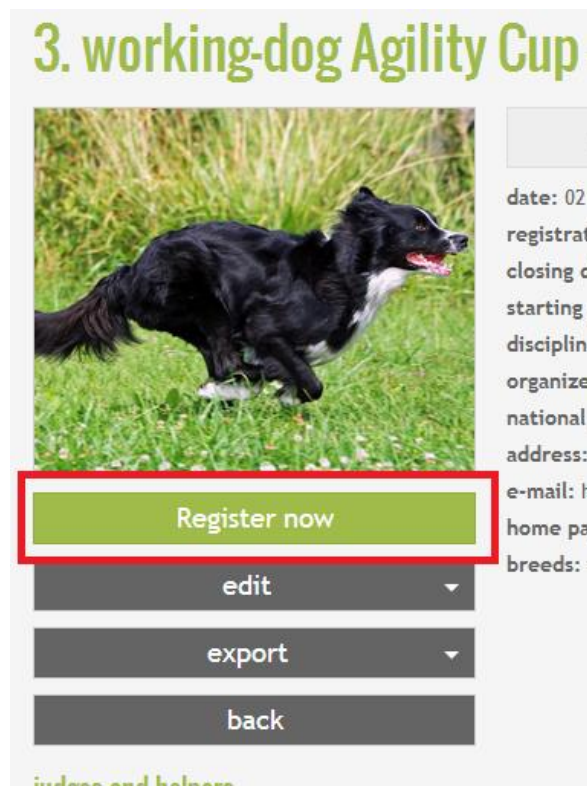
request teamleader

back

The organizer will now process your request.

3. I've been accepted as a teamleader. How can I register starters?

After you have been accepted as a teamleader, you will now see "register now" on the page of the event. Click on it to register the starter at the event.



Now select the individual disciplines in which first starter starts and click on “continue”.

Subsequently fill in all required information of the dog. If the dog is registered on working-dog, you can search in the working-dog's database for the dog's name. All stored datas in working-dog, are generated and filled out automatically. Pay attention to the correct spelling. Be aware that small deviations or mistakes can complicate the search function.

If your dog is not registered with working-dog the data information has to be done all automatically.

After you have entered your data, click on "continue" at the bottom right. Now enter all the required data of the starter.

If the starter is registered with working-dog, you can search in the working-dog's database for his name. If the starter is not registered with working-dog, the data information has to be done all manually.

Click "Continue" at the bottom right to go to the next page.

Confirm the questions there and go to the next page.

You can use the feature for upload on the bottom of the page. You may click on “choose file” to select relevant documents (for example proof of pedigree, etc.).

By clicking the button, „register dog“the dog is registered for the event.

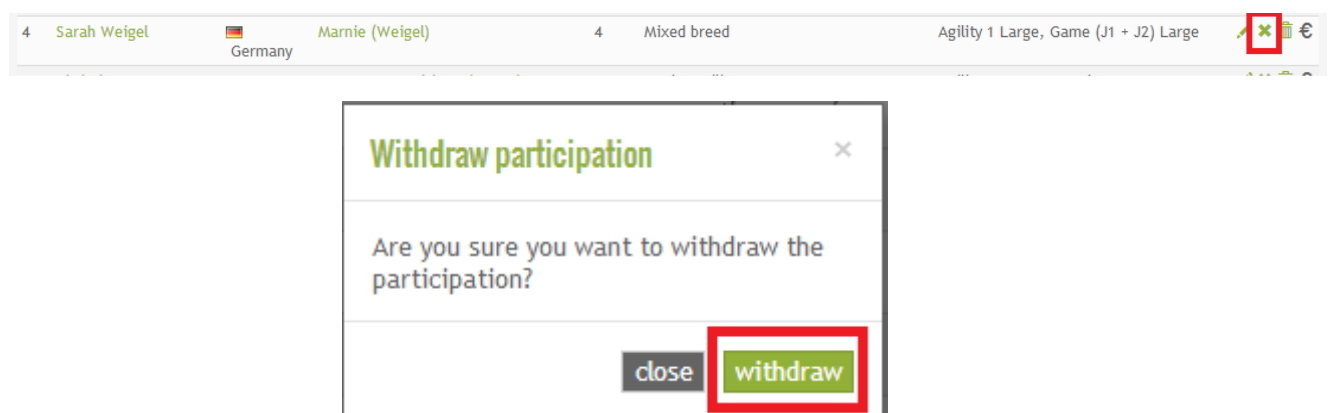
In this way, you can register all the starters for the event.

4. What is a „reserve starter“?

If a team member cannot start at the event, the reserve starter starts.

5. A starter does not start. How can I register someone else?

At first, choose the specific event. There you can find the entry list. Look for the starter you want to replace. There you will find different symbols on the right. Click on the small cross and confirm the following question with "withdraw".



Now, as explained in questions 3, you can register another starter to the team.