

BUD – MyCompApp Documentation

Initial Account Sign In and Creation Process

- 1. <u>NOTE</u>: BUD MyCompApp is completely separate to CCF's MyCompApp. If you have an account with CCF's Winter\Summer MyCompApp, it will not work for BUD's, and vice versa. If you have any issues with the following procedure, please do not send anything to CCF. Just send an email to: infotomarty@gmail.com and we will get back to you. Thanks.
- 2. From a web browser go to:

https://bud.mycompapp.com/

(Again, Note: CCF's will have "ccf" in the URL instead of "bud", so make sure you're on the right one)

3. From the top right of the main MyCompApp page, you can choose whether to LOGIN, or REGISTER a new account:



a. If you have registered for any BUD Summer Comps previously, you will already have an account.

Choose "LOGIN" from the top right, and use the email address you registered with last time.

If you can't remember which email address you used, please send an email to:

infotomarty@gmail.com

Include your full name and date of birth. We will reply with the registered email address.

Once you have the correct email address, enter your password and click "Sign In".

All user passwords have been reset to the following default:

- First letter of first name capital
- Date of birth as 8 numbers DDMMYYYY
- Last letter of last name capital
- E.g. Bob Smith, born 1st Jan 1990 would be:

B01011990H

If your password doesn't work, or if you ever forget it once it's set up, click on the "Forgot your password" link and follow the prompts to have a new password sent to the registered email address.

Please don't create a new account if you have registered in a prior BUD summer comp.

If you now have a completely new email address to what you last registered with, send an email to us including your full name, date of birth and the new email address you want.

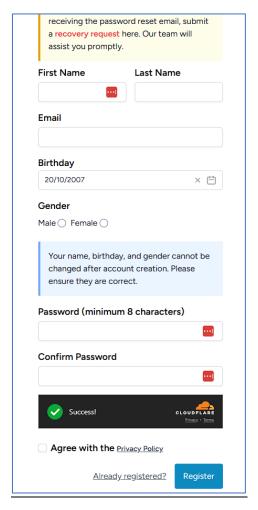


BUD - MYCOMPAPP DOCUMENTATION

Initial Account Sign In and Creation Process

b. <u>If you haven't register for any BUD Summer Comps before, you will need to create a New</u> Account:

Choose "REGISTER" from the top right. A new screen will appear to enter your details:



Fill in the fields.

In the "Password" field, enter a password that has at least eight characters. Being a public facing website, we suggest using a strong one, including an uppercase letter, a number, and a special character, like a \$ or @ symbol. It's a good idea to use a phrase that's easy to remember but change some of the letters with these stronger characters. For example:

Instead of "I love Mondays" you could use "I Love Mond@y5"

Click the "Register" button.

Once registered, go to the LOGIN screen (https://bud.mycompapp.com/login).

If you have trouble and can't work it out, please send the details (with screen shots if possible) to:

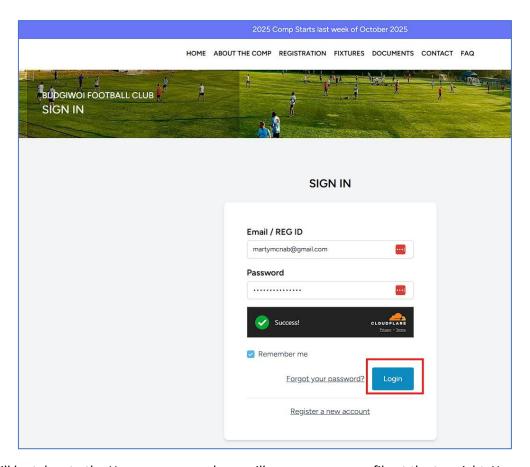
infotomarty@gmail.com

4. From the "LOGIN" screen enter your email address and password. You can click the "Remember me" box to save entering your email address each time you sign in. Then click "Login":



BUD – MyCompApp Documentation

Initial Account Sign In and Creation Process



You will be taken to the Home screen, and you will now see your profile at the top right. You can go into it to update your details at any time. Also, there are links for the mobile app here. Ensure you have it to make it easy to see your fixtures, tables and results:

