

## Quick reference guide

### *Hammarby Rodd's web-based rowing log*

The address to the rowing log is <https://elog.dk/login2>.

Choose "Hammarby IF Roddförening" in the list "Klub/Club". You can change language to English when you log in.

All active members have received a "member id" and a password for the system. If you haven't received your login details, email the administrator at [roddjournal@hammarbyrodd.se](mailto:roddjournal@hammarbyrodd.se).

Below are a number of things to remember when it comes to the rowing log.

- You can change your password and email address under <Your name> in the top menu when you are logged in.
- You don't have to spend time filling in your profile. Name, email address and password are enough.
- Registration of rowing is done by one person. He/she registers the boat, destination, total distance and all rowers in the boat.
- Register a rowing session by clicking "**Roddbåt**" on the main page. Fill in "Category", "Date", "Tour", "Roddbåt (Name of the boat)", "User". Fill in the number of whole kilometres rowed, by clicking "Finish activity" on the right side. Finish by clicking "**Submit**" at the bottom of the page.
- The start and end time doesn't have to be accurate; As long as the date is right, you can set an approximate time.
- If you row with someone who isn't in the club (or is not yet in the system), select "Gäst Guest" instead. You can select the same "person" in several seats. Write the guests name in the "Text" box.
- If you have an empty seat in the boat, for example if you row a quad with three rowers, then select "Tom Plats" as a rower.
- If you row in another club's boat, select "Övrig båt med X hammarbyare", where X is the number of Hammarby rowers in the boat. E.g. A 4x has two rowers from Hammarby and two from a different club, then X=2. E.g. you are six Hammarby-rowers in an 8+. Choose X=5-8 and register two seats as "Gäst Guest"
- If the "tour" you have rowed is not in the system, select "Övrigt/XX", Övrigt means Other, and XX is Stockholm, Sweden (Sverige, i.e. outside of Stockholm) or Abroad (Utomlands).
- You can see the club's statistics by clicking "Statistic" in the menu bar. You see your own statistics under "My profile"
- If you want to remove or afterwards change a rowing session, email the administrator.