

## EMAIL ALL PARTICIPANTS

To send an email to registered participants currently in the event database, please review the basic instructions below:

### EMAIL PARTICIPANTS:

(1) Login with coordinator account

### COORDINATOR LOGIN & SETUP:

<http://www.allSportCentral.com/ec/addCoordinator.cfm>

(2) Select "View My Events"

(3) Select the number next to the race name

(4) Select "Email All Participants"

(5) Select the race/division you want to send an email to or select All Race/Division to send to the entire event

(6) Type the email in the box provided and hit submit

You can also visit the Coordinator Help area and download and watch the Event Database Overview video for additional pointers.

### EVENT DATABASE OVERVIEW HELP VIDEOS:

[http://www.allSportCentral.com/help/help\\_coordinators.cfm](http://www.allSportCentral.com/help/help_coordinators.cfm)

Contact [CustomerService@AllSportCentral.com](mailto:CustomerService@AllSportCentral.com) at 605 331 0030 if you have any questions. We would be happy to help out..

Steve

AllSportCentral

(tel) 605 331 0030

(fax) 605 338 2768

[CustomerService@AllSportCentral.com](mailto:CustomerService@AllSportCentral.com)

Registration. Results. Relax.

<http://www.AllSportCentral.com>

A Monumental Challenge..

<http://www.MtRushmoreMarathon.com>