

# Bowling-club Integrated Administration System (BIAS)

## Introducing BIAS

The club has an online system for membership management, rink booking and team selection. The benefits of using this system include:

- Reducing the need for members to visit the club to specifically complete a rink book, non-availability book or confirm availability following team selection – saving members valuable time and associated travel costs.
- Instant and full access to rink booking 24/7 – making management of competition games easier and more efficient.
- Cost savings for the club as no longer a need for a printed rink book and availability book.
- Time saving for Captains and League Managers as administration is simplified through automatic team sheet generation, emails to selected members and easier management of teams.

## BIAS – System Details

BIAS can be accessed at <https://ourbias.co.uk> or via the TMX website.

Background details on the system, together with the terms, conditions and privacy policy can be accessed at <https://ourbias.co.uk/home/about>

## BIAS Registration

Following receipt of your membership form (and your consent for BIAS to process your information) the club has uploaded your details to BIAS.

To access the system, you will need to register.

Please note that to register you will need your own **individual** email address – this is a pre-requisite. Your email address has to be the same one that you have provided to the club.

To register:

1. Go to <https://ourbias.co.uk>
2. Click the blue box, 'Members log in'.
3. Click 'Register as a new user'. You will be presented with a form - fill in your email address and enter (and confirm) a password you will use to access BIAS in the future. (Choose a password that is individual to you). You must have access to this email address to continue. Click 'Register'.
4. Wait for an email from BIAS (biasbowling@gmail.com) entitled 'Confirm your account'. This email is designed to confirm you are the owner of, and have access to, the email address supplied. If you do not receive the email, check your junk or spam folder.
5. Click on the link in the email to confirm to BIAS you are the owner of the email address.
6. Once confirmed you will be sent a link, taking you to the BIAS log in page. You can log in immediately using the email address and password assigned during registration.