

# Clubs Portal

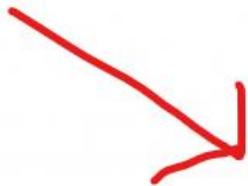
- Step by Step – Student perspective
- Join
- Sign Up Events
- Record Attendance



**UCC**  
**SPORT**  
PRIDE BELIEF PASSION.

**PRIDE**  
**BELIEF**  
**PASSION**

# New student joining a club



[port.ucc.ie/clubs/club-forms-and-documents/](https://port.ucc.ie/clubs/club-forms-and-documents/)

Visit either of the following website  
[www.sport.ucc.ie](http://www.sport.ucc.ie) or direct to <https://candsportal.ucc.ie/>



# New student joining a club

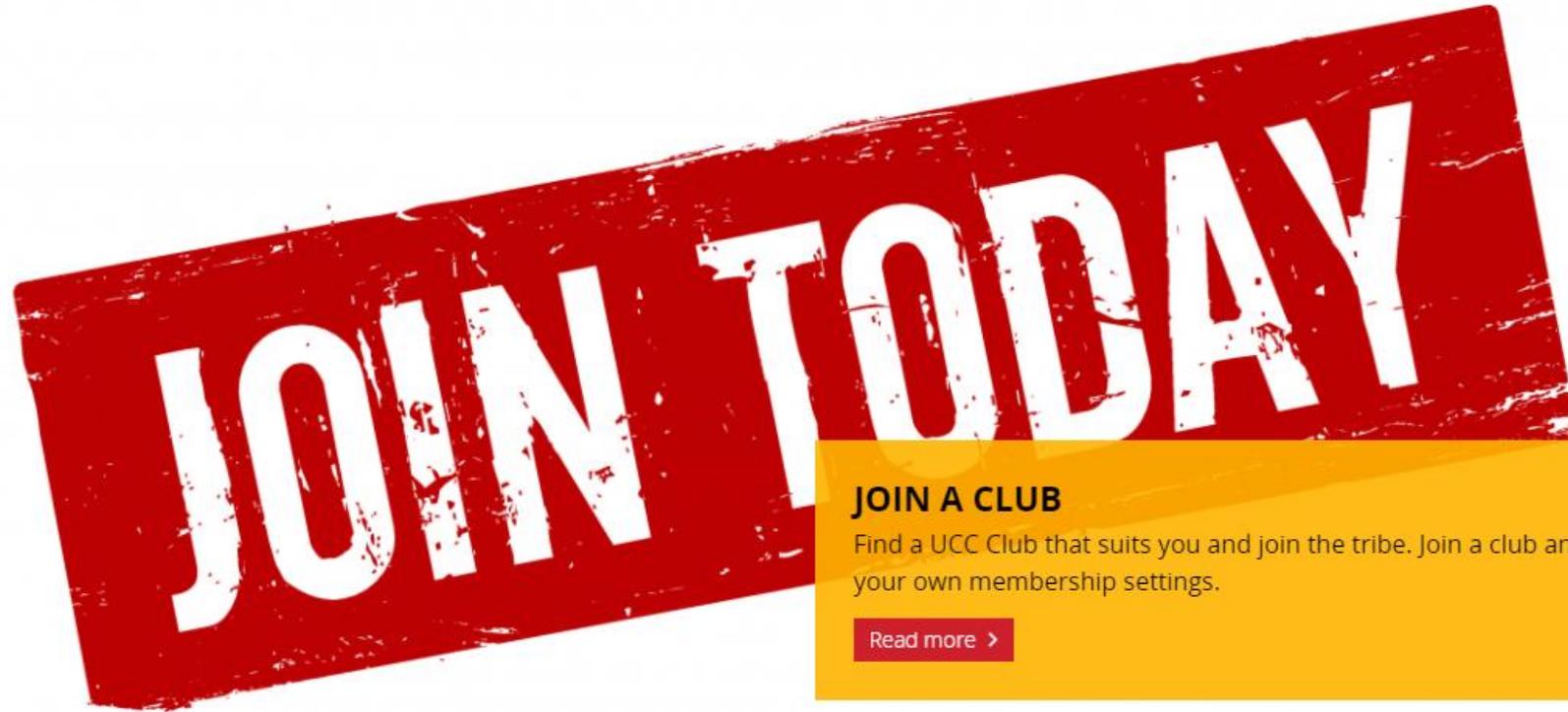


SPORT



JOIN A CLUB!!

REGISTER YOUR ATTENDANCE!!



## JOIN A CLUB

Find a UCC Club that suits you and join the tribe. Join a club and manage your own membership settings.

[Read more >](#)

# New student joining a club



candsportal.ucc.ie



Clubs and Societies Portal

Clubs | Societies | Login

Clubs & Societies memberships  
Login here to join Clubs, Societies and manage your memberships

EduGate Login

UCC Clubs Website   UCC Societies Website

Local login

Sign in using your edugate login details



# New student joining a club



hidp.ucc.ie/idp/profile/SAML2/Redirect/SSO?execution=e1s2



Login to UCC Clubs And Societies Portal Federated Login

**Username**

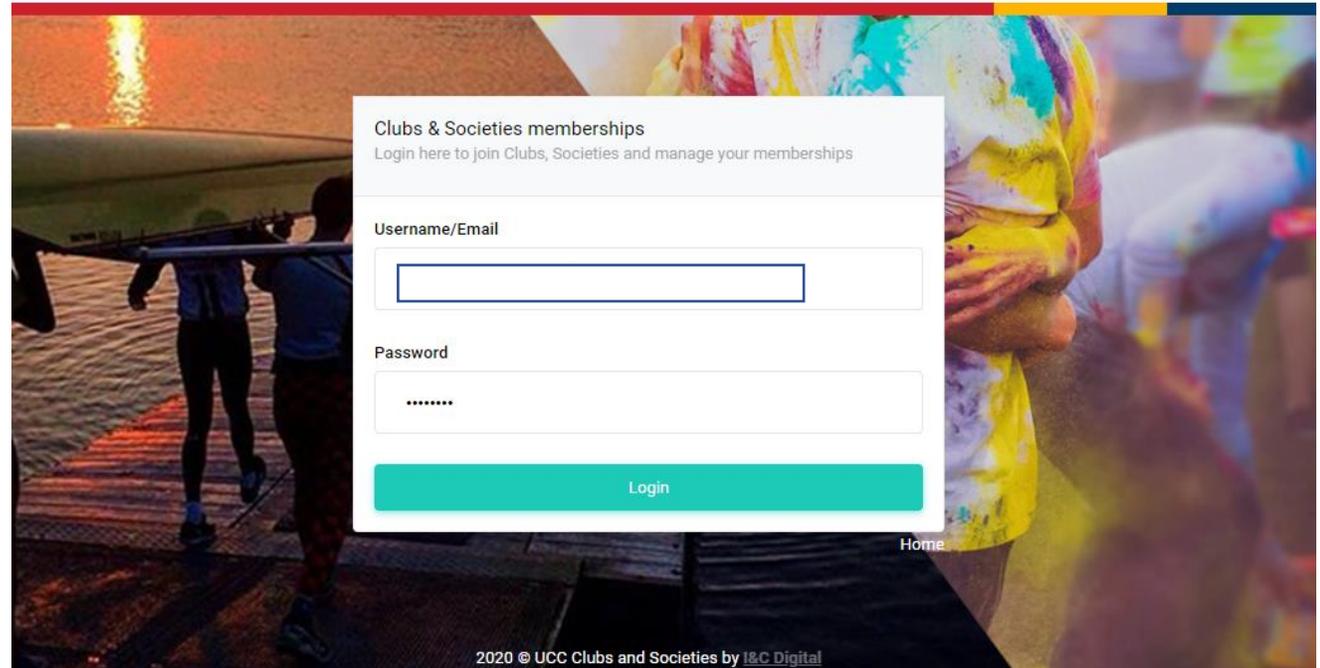
**Password**

Don't Remember Login



Clubs and Societies Portal

[Clubs](#) | [Societies](#) | [Login](#)



Allow students of UCC to login and manage memberships of clubs and societies

# New student joining a club



UCC Clubs and Socs

UCC C&S Portal

AC Administrator Cl...

Home Monday, September 20, 2021

Dashboard

My Memberships

Organisation Type	Organisation	Joined	Left	Contact By Phone	Contact By Email
<a href="#">→ Manage My Memberships</a>					

My Calendar

Your calendar displays the events of clubs and societies that you are a member of.

SEPTEMBER 2021

month week day list

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18

AC

To manage your club memberships – select Manage My Membership



# New student joining a club



## My Memberships

### My Memberships

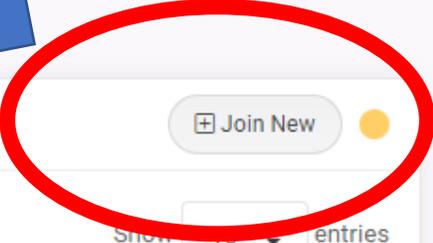
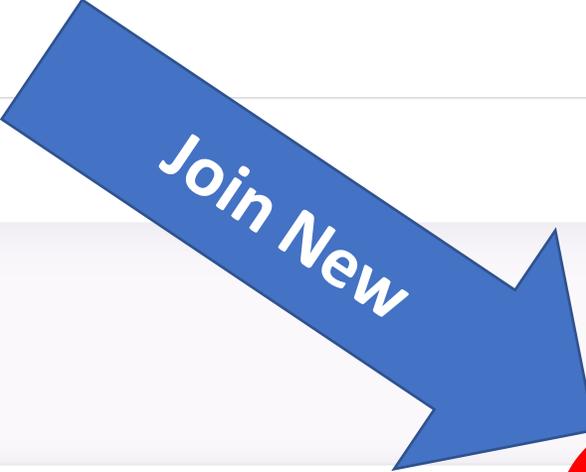
[Join New](#)

Show 10 entries

Organisation Type ↓↑	Organisation ↓↑	Joined ↓↑	Left ↓↑	Contact By Phone ↓↑	Contact By Email ↓↑	Leave ↓↑	
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No data available in table

Showing 0 to 0 of 0 entries



Administrator Cl...

- Dashboard
- My Memberships
- Calendar
- Sign Up Events
- Logout

# New student joining a club



The screenshot shows the UCC Clubs and Socs Administrator Clubsportal (SportTest0001) interface. The page title is "Sign up to Clubs And Societies Administrator Clubsportal (SportTest0001)". The date is Monday, September 20, 2021. The user is logged in as "AC Administrator Cl...". The navigation menu includes Dashboard, My Memberships, Calendar, Sign Up Events, and Logout. The main content area contains a message about contact opt-in options and two buttons: "Join a Club" (circled in red) and "Join a Society". Below each button are dropdown menus for selecting a club or society, and checkboxes for "Contact by email" and "Contact by phone". A "Join Now" button is located at the bottom of each form.

# New student joining a club



- Select Club(s) from drop down menu
- Option to edit contact by email/phone

The image shows two versions of the 'Join a Club' form. The left version is the form before submission, featuring a teal header, a 'Select a Club' dropdown menu, two checked checkboxes for 'Contact by email' and 'Contact by phone', and a purple 'Join Now' button. A large red arrow points to the dropdown menu. The right version shows the form after submission, with a teal header and a 'Select a Club' dropdown menu. A light blue confirmation message 'You have successfully joined Chess club' is displayed above the dropdown menu, circled in red. Below the dropdown menu, the 'Contact by email' checkbox is checked.

# New student – Dashboard



UCC Clubs and Socs UCC C&S Portal DM

Home Tuesday, September 21, 2021

### Dashboard

#### My Memberships

Organisation Type	Organisation	Joined	Left	Contact By Phone	Contact By Email
Societies	Co-Operative Society	2021-05-17	0000-00-00	Yes	Yes
Clubs	Aikido	2021-09-20	0000-00-00	Yes	Yes
Clubs	Badminton	2021-09-21	2021-09-21	No	No
Clubs	Chess	2021-09-21	2021-09-21	No	No
Clubs	Judo	2021-09-21	0000-00-00	Yes	Yes
Clubs	Ladies Soccer	2021-06-15	0000-00-00	No	No

[Manage My Memberships](#)

#### My Calendar

Your calendar displays the events of clubs and societies that you are a member of.

SEPTEMBER 2021

Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
		+3 more	6:00pm Rugby Players Workshop	+3 more		+2 more
5	6	7	8	9	10	11
	6:30pm Rugby Munster U118 Scl	+3 more		+3 more		+2 more
12	13	14	15	16	17	18
		+5 more		+5 more		11:30am Ladies Hockey Div 1 vs Ashton
19	20	21	22	23	24	25
	+6 more	+6 more	+7 more	+6 more		+2 more
26	27	28	29	30	1	2
	+6 more	+7 more	+6 more	+6 more		+2 more
3	4	5	6	7	8	
11:00am Ladies Hockey Div 2 vs Ashton	+7 more	+6 more	+6 more	+6 more		+2 more

Once you've signed up to clubs and societies your memberships and calendar will become more populated on your dashboard



# New student – Sign up to attend an event



The screenshot shows the UCC C&S Portal dashboard for a user named Dara McTesting. The sidebar on the left contains navigation options: Dashboard, My Memberships, Calendar, and Sign Up Events (highlighted with a red circle and a red arrow). The main content area is divided into two sections: 'My Memberships' and 'My Calendar'.

**My Memberships Table:**

Organisation Type	Organisation	Joined	Left	Contact By Phone	Contact By Email
Societies	Co-Operative Society	2021-05-17	0000-00-00	Yes	Yes
Clubs	Aikido	2021-09-20	0000-00-00	Yes	Yes
Clubs	Badminton	2021-09-21	2021-09-21	No	No
Clubs	Chess	2021-09-21	2021-09-21	No	No
Clubs	Judo	2021-09-21	0000-00-00	Yes	Yes
Clubs	Ladies Soccer	2021-06-15	0000-00-00	No	No

**My Calendar:** A monthly calendar for September 2021. It shows several events, including '6:00pm Rugby Players Workshop' on Wednesday, September 1st, and '6:30pm Rugby Munster U118 Scl' on Monday, September 6th. There are also '11:00am Ladies Hockey Div 1 vs Ashton' events on Friday, September 17th and Sunday, September 19th.

If your clubs event requires a pre-book / sign up, then go to sign-up events; the purpose of this is to inform your club you are booking your place to attend



# New student – Sign up to attend an event



DM Dara McTesting  
Standard User

- Dashboard
- My Memberships
- Calendar
- Sign Up Events**
- Logout

## My Upcoming Sign Up Events

### My Upcoming Sign Up Events

Events that are available to register your intention to attend. Based on the organisations you are a member of

**UCC Covid App**  
Please download and use this app prior to attending any on campus events' <https://www.ucc.ie/en/...>  
**Note:** Your contact details may be made available to the government/HSE in the event of a positive

### Judo Training, 21/09/2021 7:30 pm

**Event :** Training  
**Organisation :** Judo  
**Event Type :** Training  
**Start Date/Time :** 21/09/2021 7:30 pm  
**End Date/Time :** 21/09/2021 9:00 pm  
**Location :** Mardyke Arena

[Unregister](#)

### Taekwondo Advanced Training, 22/09/2021 7:30 pm

**Event :** Advanced Training  
**Organisation :** Taekwondo  
**Event Type :** Training  
**Start Date/Time :** 22/09/2021 7:30 pm  
**End Date/Time :** 22/09/2021 9:00 pm  
**Location :** Mardyke Studio 1

[Register](#)

### Taekwondo Beginner Training, 27/09/2021 8:00 pm

**Event :** Beginner Training  
**Organisation :** Taekwondo  
**Event Type :** Training  
**Start Date/Time :** 27/09/2021 8:00 pm  
**End Date/Time :** 27/09/2021 9:30 pm  
**Location :** Mardyke Arena Studio 1

[Booked out](#)

Scroll to see all the events from all your clubs or select an event direct from your calendar;  
Select register, or join waiting list



# New student – Manage their club memberships



DM Dara McTesting Standard User

Dashboard

My Memberships

Calendar

Sign Up Events

Logout

### My Memberships

Join New

Search

Show 10 entries

Organisation Type	Organisation	Joined	Left	Contact By Phone	Contact By Email	Leave	
Clubs	Aikido	2021-09-20	0000-00-00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	Badminton	2021-09-21	2021-09-21			Left	<a href="#">Edit</a>
Clubs	Chess	2021-09-21	2021-09-21			Left	<a href="#">Edit</a>
Clubs	Judo	2021-09-21	0000-00-00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	Ladies Hockey	2021-09-21	0000-00-00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	Ladies Soccer	2021-06-15	0000-00-00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	Rowing	2021-06-15	2021-06-15			Left	<a href="#">Edit</a>
Clubs	Rugby	2021-06-15	0000-00-00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	Taekwondo	2021-09-19	0000-00-00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">Edit</a>
Clubs	testnew4	2021-05-11	0000-00-00			Expired	<a href="#">Edit</a>

Showing 1 to 10 of 11 entries

1 2

Members can manage their memberships directly; leave a club or to re-join a club again at a later stage

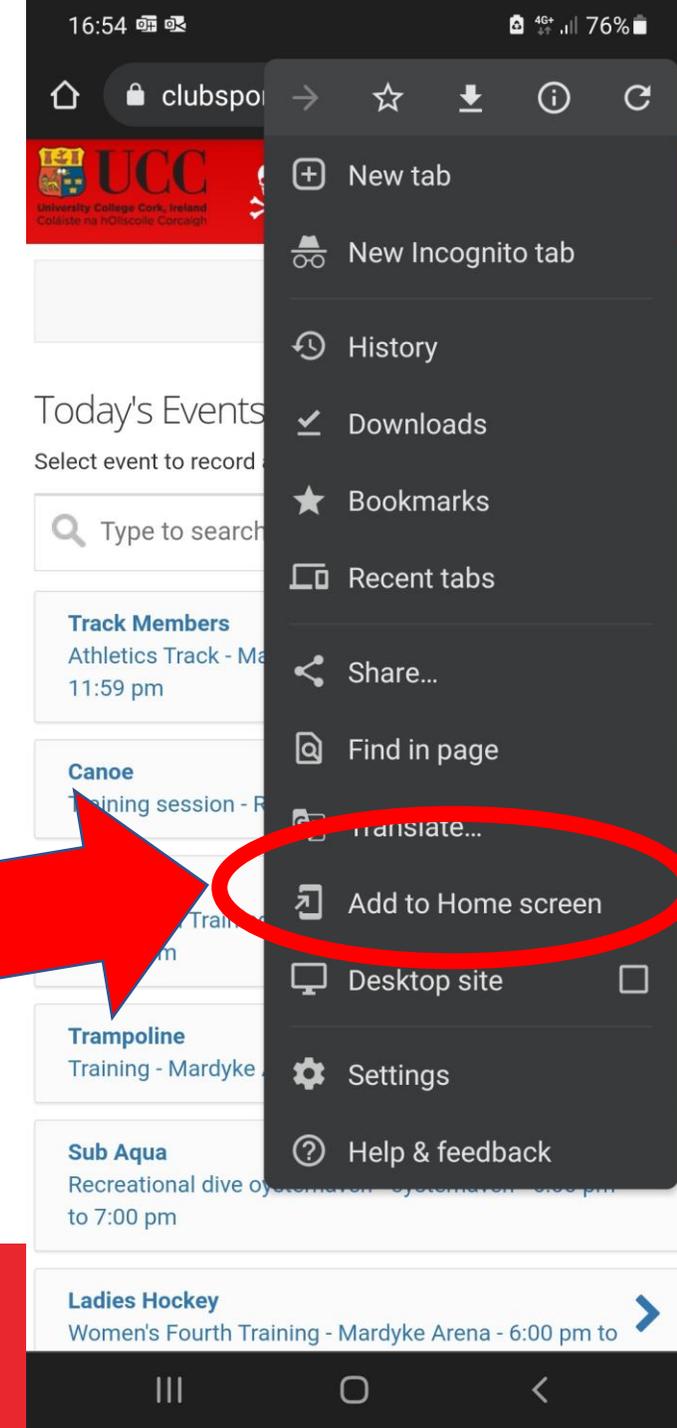


# Recording Attendance

On the day of an event, a member attending a club event must log their attendance

- Only record attendance via
  - QR Code at the sports venue
  - Direct to <https://clubsportal.ucc.ie/attendance/>
  - Kiosks at the Arena or Pavilion

Why not add the URL above to your phone's home screen



# <https://clubsportal.ucc.ie/attendance/>



Events

## Today's Events

Select event to record attendance

🔍 Type to search for club or event details

**Track Members**  
Athletics Track - Mardyke Sports Grounds - 10:01 am to 11:59 pm

Morning Training - Mardyke Arena, Hall 1. - 7:00 am to 8:30 am

**Olympic Handball**  
Training - Mardyke - 4:00 pm to 6:00 pm

**Ladies Hockey**  
Women's Firsts Training - Mardyke Arena - 6:00 pm to 7:30 pm

**Athletics**  
Training - Mardyke Sports Grounds - 6:00 pm to 7:00 pm

**Soccer**  
UCC AUL Training - The Farm, Curraheen Sports Grounds - 6:00 pm to 8:00 pm

**Fencing**  
Intermediate Training - Mardyke Arena Studio 4 - 6:00 pm to 8:30 pm

**Soccer**  
UCC Academicals Training - The Farm, Curraheen Sports Grounds - 6:30 pm to 8:00 pm

**Rugby**  
SENIOR SQUAD - The Farm, Curraheen Sports Grounds - 6:30 pm to 9:00 pm

Runby

Open the URL <https://clubsportal.ucc.ie/attendance/> and select the event you're attending



<https://clubsportal.ucc.ie/attendance/>



Events

Track Members Athletics Track Mardyke Sports Grounds 12:01 to 11:59 pm

Enter Student/Staff ID

Save

**Enter student ID number**  
**Hit save**

# Kiosk at the Arena / Pavilion



Enter event attendance here

Select the event you are going to and enter your ID number.

> Track Members: Athletics Track	Mardyke Sports Grounds - 00:01 to 23:59
> Athletics: Training	Mardyke Sports Grounds - 18:00 to 19:00
> Fencing: Intermediate Training	Mardyke Arena Studio 4 - 18:00 to 20:30
> Badminton: Doubles Play All Levels	Mardyke Arena, Hall 2 - 20:30 to 22:00
> Kung Fu: Training	Mardyke Arena Studio 4 - 21:00 to 22:30

[Refresh](#) [Cancel](#)

1	2	3
4	5	6
7	8	9
a	0	d
f	s	p
Submit		

**Select event**  
**Enter ID**  
**Select Submit**

Want more info...

[sport@ucc.ie](mailto:sport@ucc.ie)



**UCC  
SPORT**  
PRIDE BELIEF PASSION

**PRIDE.  
BELIEF.  
PASSION.**