

Save Time and Money
Email Programs to YOUR Shooters
Update Club Information
Upload Programs & Trophy Winners

## The GUN CLUB Login Is Now Available!

PHOTO #1



The gun club contact should have received an email with their login information. You can follow the link in that email to access the gun club login. It can also be accessed by going to www.shootata.com and hovering over "Club Resources". The last option of the dropdown menu is "Gun Club Login". (PHOTO #2) This will prompt you to enter your Gun Club Number and password. (PHOTO #1) Once this information is entered, hit "Login".

Now that you are logged in, you've reached your personalized gun club portal. In this area, you can edit gun club details, upload titles & programs for shoots, email shoot programs, or upload trophy winners.

PHOTO #2

Gun Club Number	300043
Password	•••••
Login For	got Password

To edit gun club details, click "Edit" next to "Club Info". (PHOTO #3) From here, you can edit any of your gun club details, such as web address, trap fields, hours, etc. Once you have updated any details, hit "Save" next to "Club Info". (PHOTO #4) This will now save the changes in this portal, and on your gun club's page of www.shootata.com.

Gun Club Num	ber 300043	15 1. A. C.	State Carlos Ser	12332	E CAR AND A	РНОТО
Gun Club Nam	e KCTA PUBLIC SHO	OTING F				
Address	6420 NE 176TH ST				Reissie	
City	SMITHVILLE	3546			anny ter and	
State	MO					
Zip	64089	1993				
Web Address	www.kctraps.com	Hours	Tues & Wed 4-10, Sat & Sun	Ammunition	Yes	
Trap Fields	11	Archery		Pro Shop	Yes	
Food	Yes	Skeet Fields	2	ZZ Bird		
Lighted	11	Five Stand	1	Rifle		
Guns	Yes	AC	Yes	Sporting		
Pistol		Credit Card	Yes, Visa and Mastercard	League	Yes	
Bunker		Corporate	Yes	Instruction	Yes	
Club Info 🛛						
Web Address	www.kctraps.com	Hours	Tues & Wed 4-10, Sat & Sun	Ammunition	Yes	РНОТО
Web Address Trap Fields	www.kctraps.com	Hours Archery	Tues & Wed 4-10, Sat & Sun	Ammunition Pro Shop	Yes	РНОТО
			Tues & Wed 4-10, Sat & Sun			РНОТО
Trap Fields	11	Archery		Pro Shop		РНОТО
Trap Fields Food	11 Yes	Archery Skeet Fields	2	Pro Shop ZZ Bird		РНОТО
Trap Fields Food Lighted	11 Yes 11	Archery Skeet Fields Five Stand	2	Pro Shop ZZ Bird Rifle		РНОТО

To upload shoot names & programs for shoots, hit "Edit" next to "Shoots". (PHOTO #5) To add or edit shoot names, go to that shoot, and type in the area provided, or edit names that are already there. If you are done in this area, be sure to hit "Save" next to "Shoots". If you would also like to add programs at this time, select "Choose File" next to the shoot's name. This will then bring up a prompt to browse for your designated file. Please note, this file must be uploaded as a single .PDF file. Once you have chosen the file, it will show a "☑" as shown. (PHOTO #6) If you are finished at this time, please hit "Save" next to "Shoots".

OTO #5										
Shoots Edit Save Cancel										
Date	End Date	Shoot Name	Upload Programs		Upload Trophy Winnners		7 days	14 days	21 days	Email Radius- Miles
08/29/2014	09/01/2014		Choose File	×	Choose File	×				25 \$
09/13/2014	09/14/2014		Choose File	×	Choose File	×				25 \$
10/12/2014			Choose File	×	Choose File	×				25 +
10/19/2014			Choose File	×	Choose File	×				25 \$

To email shoot programs to area shooters, hit "Edit" next to "Shoots". Once a program is uploaded, you now have the option to email the program to shooters in a specific radius 7, 14, and/or 21 days prior to the shoot. To do so, please choose which options you would like to email the program out with. You can choose one, two, or all 3 option(s). Next, you need to choose what radius you would like the emails sent to. The miles range from 25-250 miles. Once this is chosen, please hit "Save" next to "Shoots".

Once a shoot is past, you now have the option to upload trophy winners. This process is very similar to uploading programs, however, you choose the  $2^{nd}$  "Choose File" option listed under "Upload Trophy Winners". Please note, this file must be uploaded as a single .PDF file. Once you have chosen the file, it will show a " $\square$ " as mentioned before.

Edit	Save Cancel								
		ingle .pdf file. If file	is no	t in .pdf format please	open in	an MS (	OFFICE I	orogram a	and select File > Sa
End Date	Shoot Name	Upload Programs		Upload Trophy Winnners		7 days	14 days	21 days	Email Radius- Miles
09/13/2015		Choose File	×	Choose File	×				25 \$
	Autumn Handicap	Choose File	~	Choose File	×	•			✓ 25 50
	save file as a End Date	save file as a .pdf file End Date Shoot Name	Save file as a .pdf file       End Date     Shoot Name     Upload Programs       09/13/2015     Choose File	save file as a .pdf file       End     Date     Shoot Name     Upload       09/13/2015     Choose File     ×	save file as a .pdf file       End Date     Shoot Name     Upload Programs     Upload Trophy Winnners       09/13/2015     Choose File     X	save file as a .pdf file       End Date     Shoot Name     Upload Programs     Upload Trophy Winnners       09/13/2015     Choose File     ×	save file as a .pdf file       End Date     Shoot Name     Upload Programs     Upload Trophy Winnners     7 days       09/13/2015     Choose File     X     C	save file as a .pdf file       End Date     Shoot Name     Upload Programs     Upload Trophy Winnners     7 days     14 days       09/13/2015     Choose File     X     C	End Date     Shoot Name     Upload Programs     Upload Trophy Winnners     7 days     14 days     21 days       09/13/2015     Choose File     X     Image: Choose File     X     Image: Choose File



## Now you're ready to go! We hope you enjoy this new portal!

Please contact 618-449-2224 or info@shootata.com with questions or issues.