



# England Boxing The Vault

## *New Member Platform User Guide*



## Introduction:

England Boxing is the national governing body for boxing. It is responsible for the governance, development and administration of boxing in clubs and competition. It also represents England as a member of the International Boxing Association (IBA) and the European Boxing Council (EUBC).

As a national governing body, England Boxing is responsible for all the administration, development and promotion of Olympic-style boxing throughout England. It is a non-profit organisation and is thus overseen by a board of directors.

England Boxing represents more than 25,000 members across over 990 affiliated clubs. Building on a large base of weekly participants (150,000\*), England Boxing is committed to maximising the potential of the sport through the legacy of successful London 2012 Olympic Games.

4 global is developing a central and standardised information management system that enables the England Boxing to deliver their following priorities based on the strategic review undertaken in 2014:

1. Target and engage key customer segments
2. Improve the Club environment
3. Embrace and educate volunteers
4. Change events calendar and format
5. Develop commercial program

The system aims to integrate with sector wide modules and add value through greater alignment of information and added value through insight (and impact) sharing.

This purpose of this document is to give a step-by-step guide to the following access level:

- ✓ **New Member**



### Platform Access:

Please note a live email account is required to access the platform; this email address will be required each time log in occurs.

Should you need to create an email account, clickable links to email account providers have been provided below:

[Hotmail - Create an account \(\(https://signup.live.com/\)\)](https://signup.live.com/)

[Gmail - Create your Google account \(https://accounts.google.com/SignUp \)](https://accounts.google.com/SignUp)

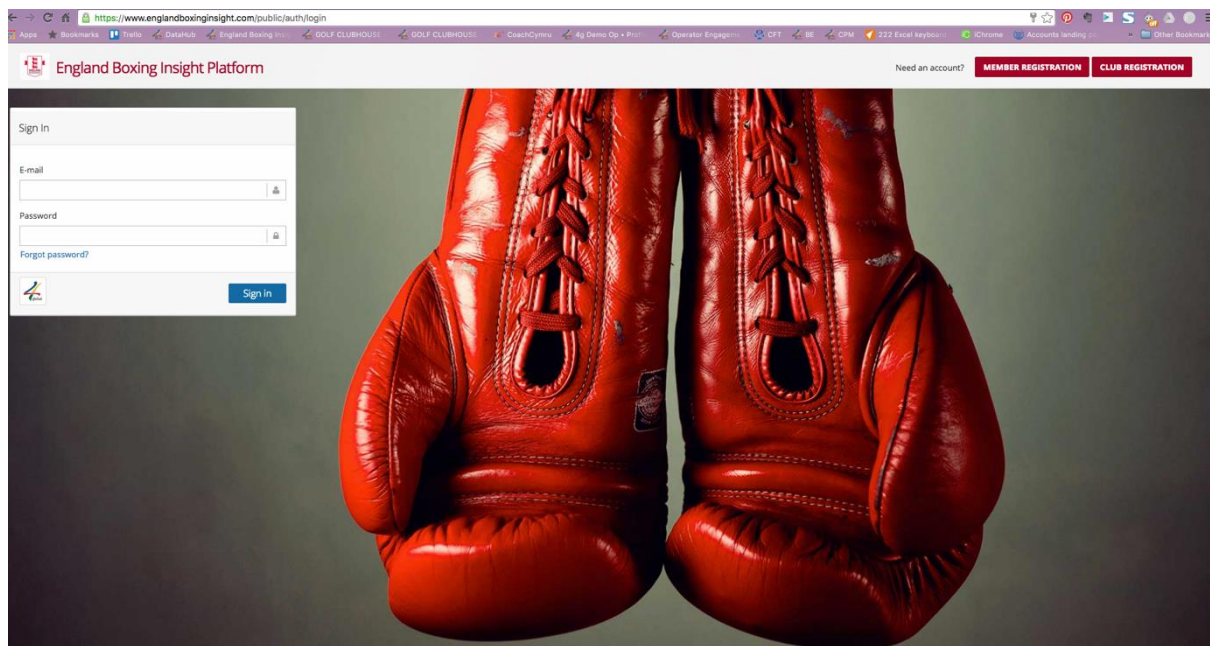
## User Guide – Member Platform

This user guide that demonstrates the steps that an individual must follow to:

1. Register as a member
2. Apply for a membership type
3. Make a payment
4. View a Pending Application
5. View a Responded Application
6. Queries

### 1. Membership Registration

**Membership Registration:** The member accesses the England Boxing Platform via [www.englandboxinginsight.com](https://www.englandboxinginsight.com) and then selects the **MEMBER REGISTRATION** icon on the top right corner of the screen:





**Member Registration** – To complete the Member Registration form, the member must select from Existing Member – **Yes** or **No** before filling in their details. An existing member will be asked to input their Member ID at this stage if known - if unknown this can be filled in by the Registrar at a later time, new members selecting '**No**' will not be asked for this information.

Member Registration

**IMPORTANT**  
Welcome to the 2021-22 affiliation season, should you have registered on The Vault previously please do not create a new account. To recover your log in details please email [vaultsupport@englandboxing.org](mailto:vaultsupport@englandboxing.org).

Have you previously been registered with England Boxing?

☒ Yes ☐ No

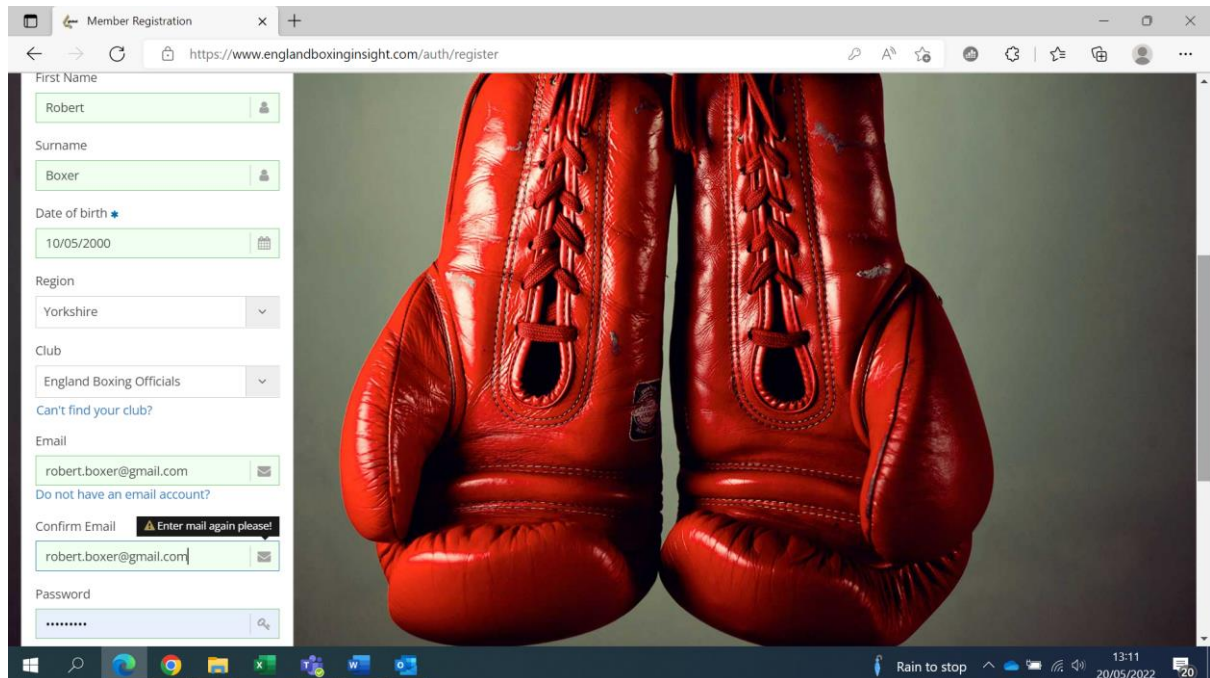
Member ID (if known)

First Name

Surname

Date of birth

**Member Registration:** Once all details have been provided and checked please select **Register**



Member Registration

https://www.englishboxinginsight.com/auth/register

First Name: Robert

Surname: Boxer

Date of birth: 10/05/2000

Region: Yorkshire

Club: England Boxing Officials

Can't find your club?

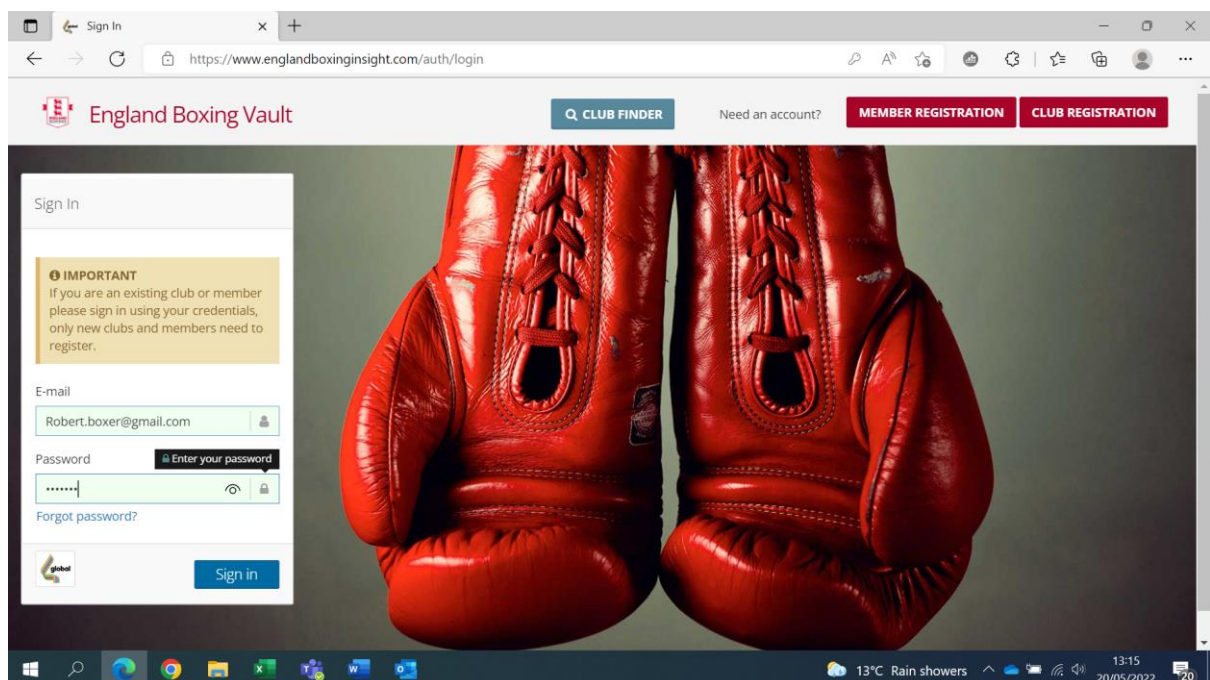
Email: robert.boxer@gmail.com

Do not have an email account?

Confirm Email:  Enter mail again please!

Password:

An email confirmation will then be sent to the registered email address. If the email is not received, please check spam emails or update spam filters to allow emails from [info@englishboxinginsight.com](mailto:info@englishboxinginsight.com). Confirm the email received this will take you to the log in page. Log in with the email and password entered.



Sign In

https://www.englishboxinginsight.com/auth/login

England Boxing Vault

Need an account? [MEMBER REGISTRATION](#) [CLUB REGISTRATION](#)

**IMPORTANT**  
If you are an existing club or member please sign in using your credentials, only new clubs and members need to register.

E-mail: Robert.boxer@gmail.com


Password:  Enter your password

Forgot password?

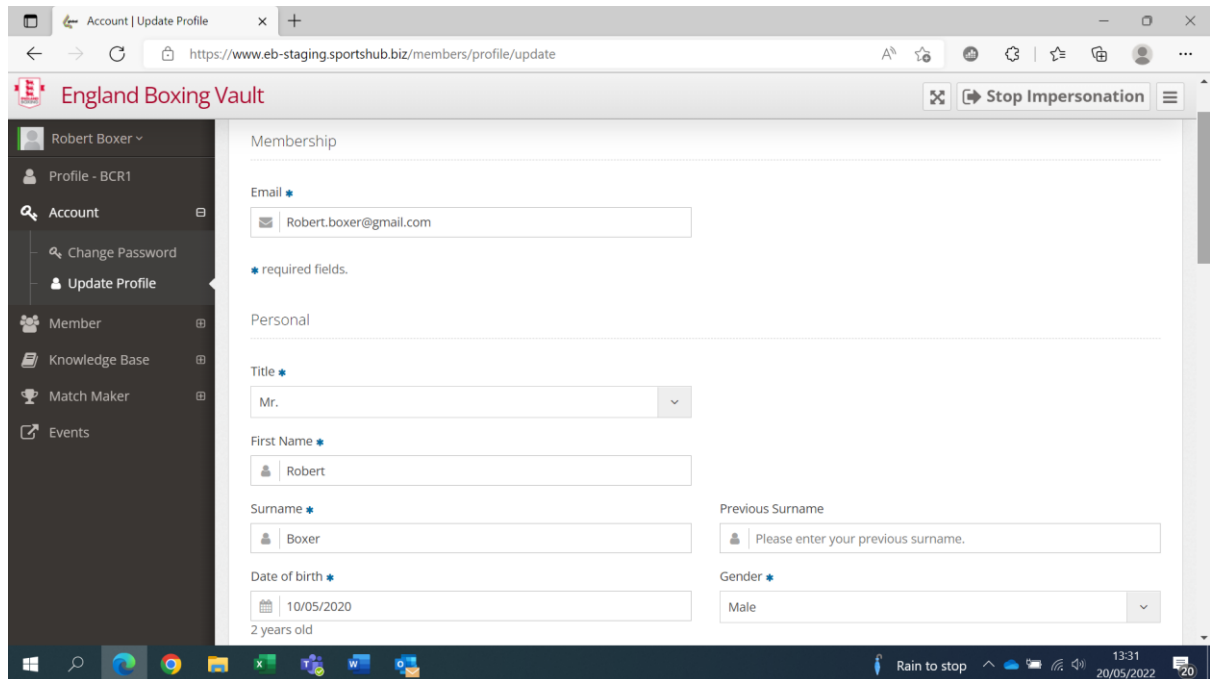
[Sign in](#)





Member Registration: Once in the platform the member must complete the Profile section to complete the Registration, the profile cannot be submitted without all mandatory fields being filled in - mandatory fields are indicated by this symbol .

## Personal



Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer

Profile - BCR1

Account

Change Password

Update Profile


Member

Knowledge Base


Match Maker

Events


Membership

Email 


Robert.boxer@gmail.com

 required fields.


Personal

Title 

Mr.

First Name 


Robert

Surname 

Boxer


Previous Surname

Please enter your previous surname.

Date of birth 

10/05/2020

2 years old

Gender 

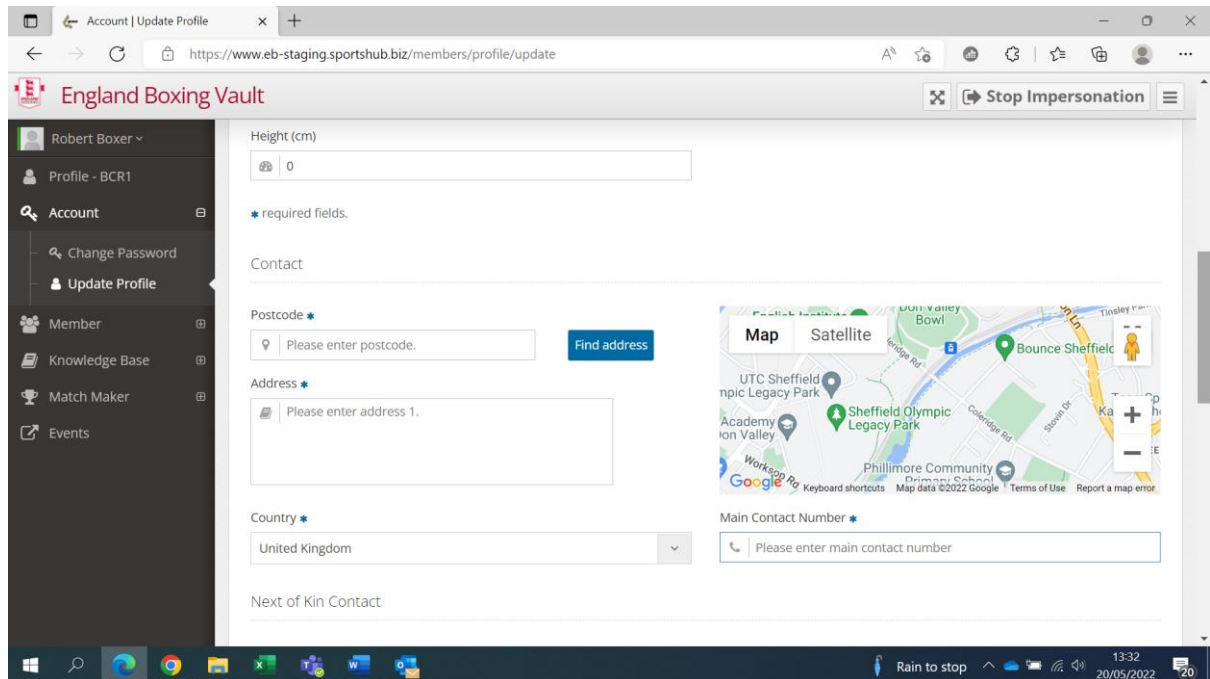
Male

Rain to stop

13:31

20/05/2022

## Contact



Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer ▾

Profile - BCR1

Account

Change Password

Update Profile

Member

Knowledge Base

Match Maker

Events

Height (cm)

0

\* required fields.

Contact

Postcode \*

Please enter postcode.

Find address

Address \*

Please enter address 1.

Country \*

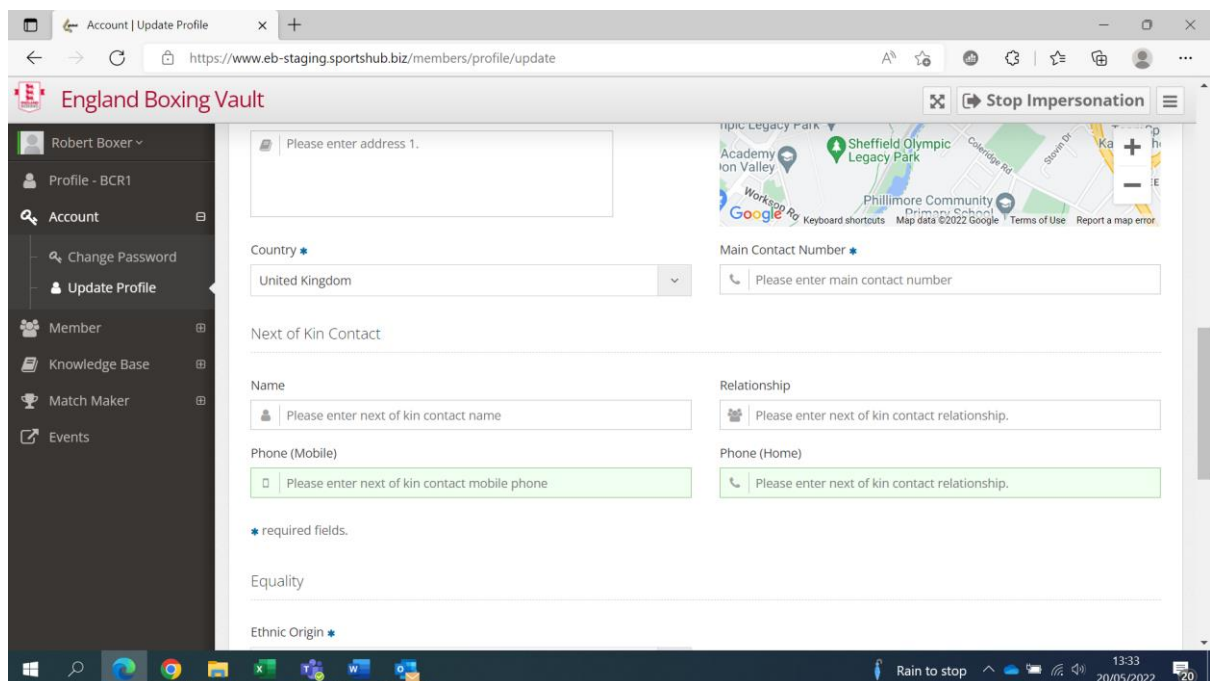
United Kingdom

Main Contact Number \*

Please enter main contact number

Next of Kin Contact

## Next of Kin (Mandatory of under 18s)



Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer ▾

Profile - BCR1

Account

Change Password

Update Profile

Member

Knowledge Base

Match Maker

Events

Address \*

Please enter address 1.

Country \*

United Kingdom

Main Contact Number \*

Please enter main contact number

Next of Kin Contact

Name

Please enter next of kin contact name

Relationship

Please enter next of kin contact relationship.

Phone (Mobile)

Please enter next of kin contact mobile phone

Phone (Home)

Please enter next of kin contact relationship.

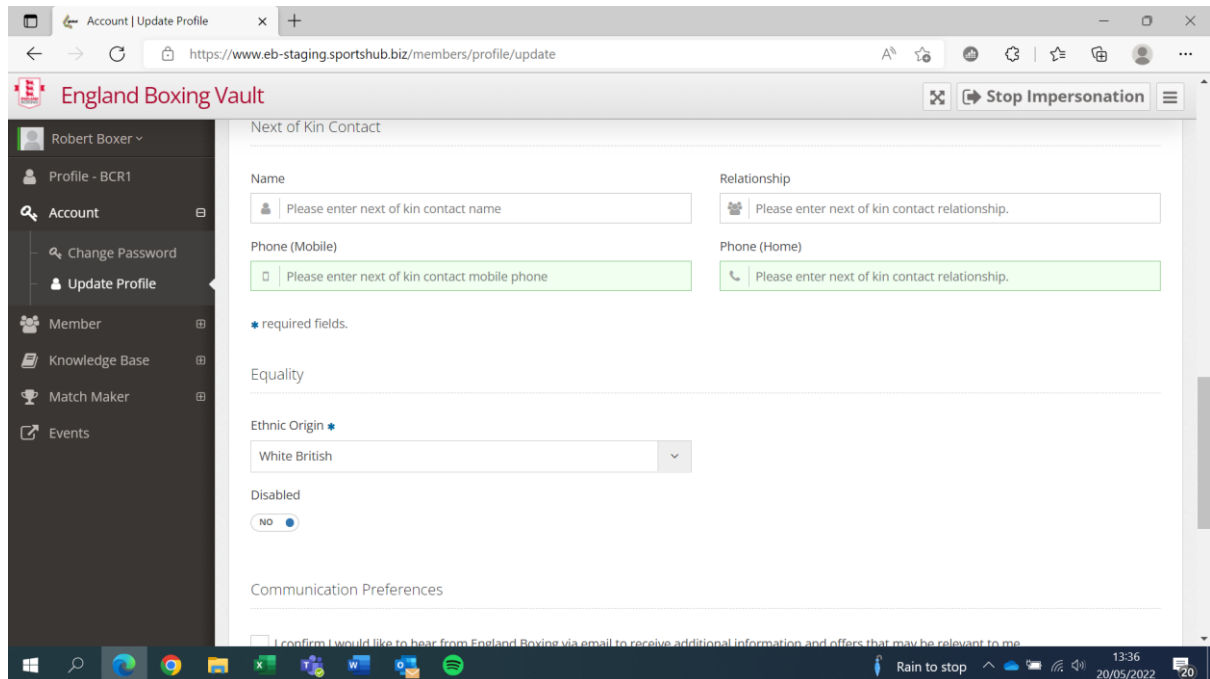
\* required fields.

Equality

Ethnic Origin \*



## Equality



Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer

Profile - BCR1

Account

Change Password

Update Profile

Member

Knowledge Base

Match Maker

Events

Next of Kin Contact

Name

Please enter next of kin contact name

Relationship

Please enter next of kin contact relationship.

Phone (Mobile)

Please enter next of kin contact mobile phone

Phone (Home)

Please enter next of kin contact relationship.

\* required fields.

Equality

Ethnic Origin \*

White British

Disabled

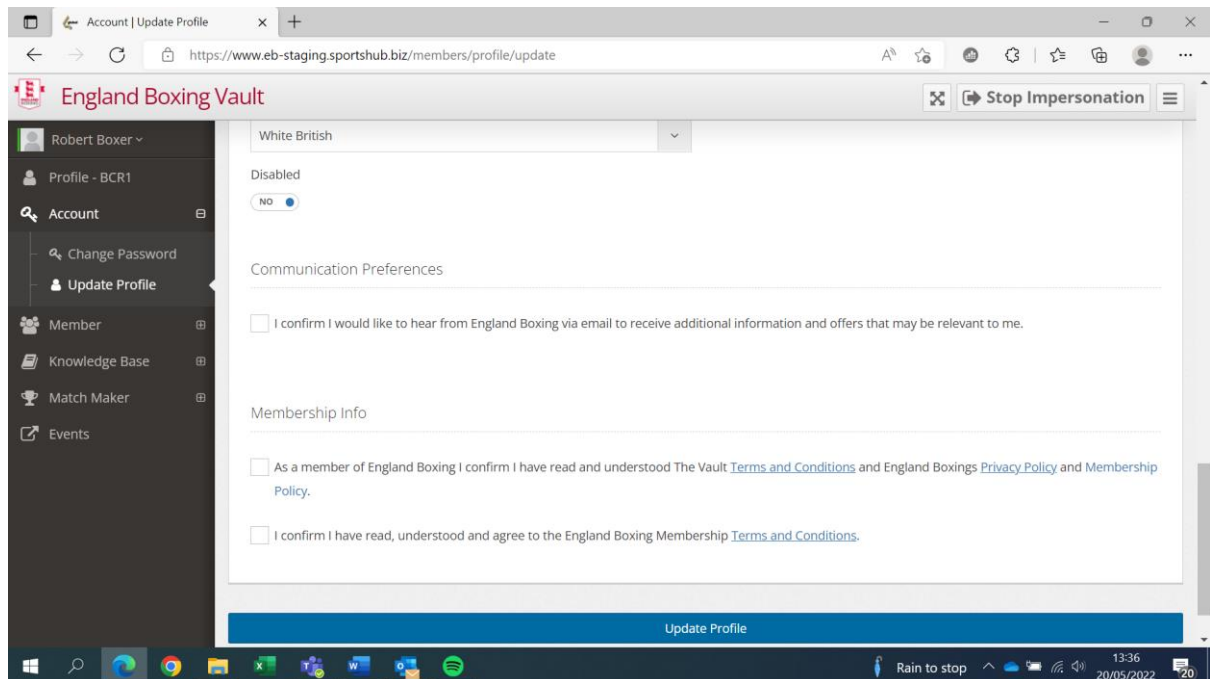
NO

Communication Preferences

I confirm I would like to hear from England Boxing via email to receive additional information and offers that may be relevant to me.

## Communication Preferences and Membership Terms

To hear from England Boxing regarding important membership news, events and members specific offers click the box.



Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer

Profile - BCR1

Account

Change Password

Update Profile

Member

Knowledge Base

Match Maker

Events

White British

Disabled

NO

Communication Preferences

☐ I confirm I would like to hear from England Boxing via email to receive additional information and offers that may be relevant to me.

Membership Info

☐ As a member of England Boxing I confirm I have read and understood The Vault [Terms and Conditions](#) and England Boxings [Privacy Policy](#) and [Membership Policy](#).

☐ I confirm I have read, understood and agree to the England Boxing Membership [Terms and Conditions](#).

Update Profile



Member Registration: Once Profile information has been **Update Profile** and select **Yes** when prompted for confirmation:

Account | Update Profile

https://www.eb-staging.sportshub.biz/members/profile/update

England Boxing Vault

Robert Boxer

Profile - BCR1

Account

Change Password

Update Profile

Member

Knowledge Base

Match Maker

Events

Communication Preferences

☐ I confirm I would like to hear from England Boxing via email to receive additional information and offers that may be relevant to me.

Membership Info

☐ As a member of England Boxing I confirm I have read and understood The Vault [Terms and Conditions](#) and England Boxings [Privacy Policy](#) and [Membership Policy](#).

☐ I confirm I have read, understood and agree to the England Boxing Membership [Terms and Conditions](#).

Update Profile

Powered by - 4 global © 2015

Last account activity 52 mins ago

Rain to stop

13:39

20/05/2022

Confirmation!

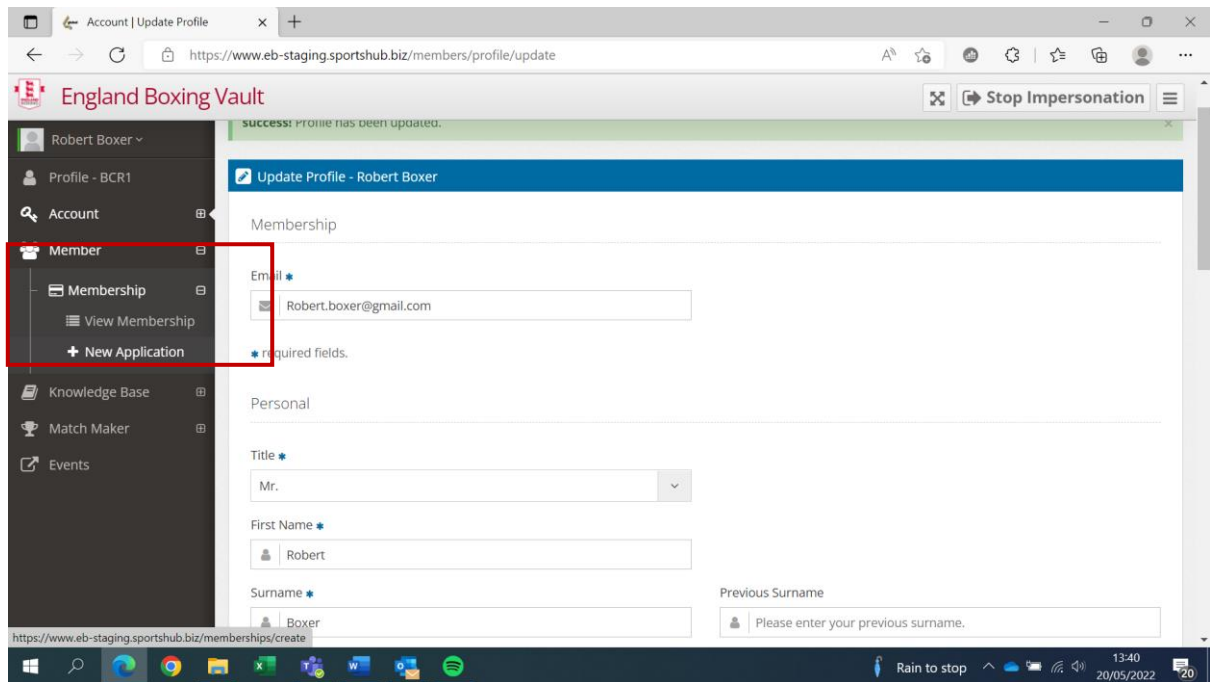
Do you want to UPDATE the member?

Yes No

## 2. Membership Application:

Membership Application: To apply for a membership, please select the following options in order on the left hand side of the screen. This will navigate you to the New Applications page:

- A. Member
- B. Membership
- C. New Application

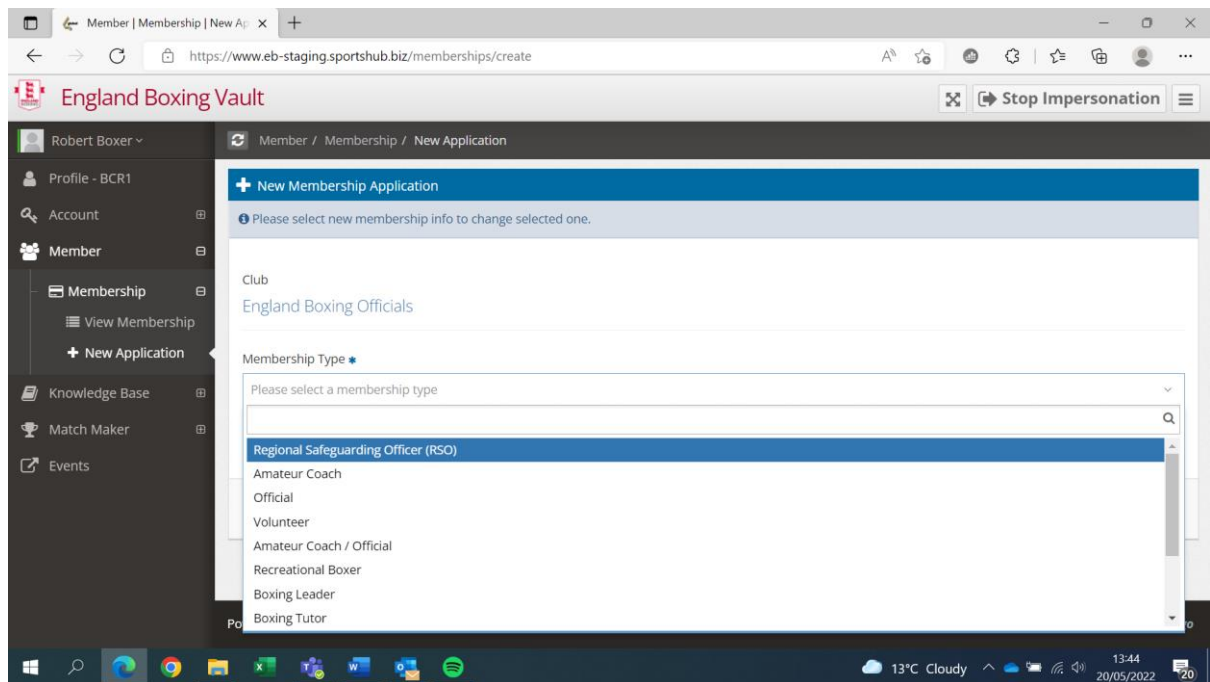


The screenshot shows a web browser window with the URL <https://www.eb-staging.sportshub.biz/members/profile/update>. The page title is "England Boxing Vault". The user is logged in as "Robert Boxer". The left sidebar menu is expanded, showing options: Profile - BCR1, Account, Member, Membership, View Membership, and New Application. The "New Application" option is highlighted with a red box. The main content area is titled "Update Profile - Robert Boxer" and contains a form with the following fields:

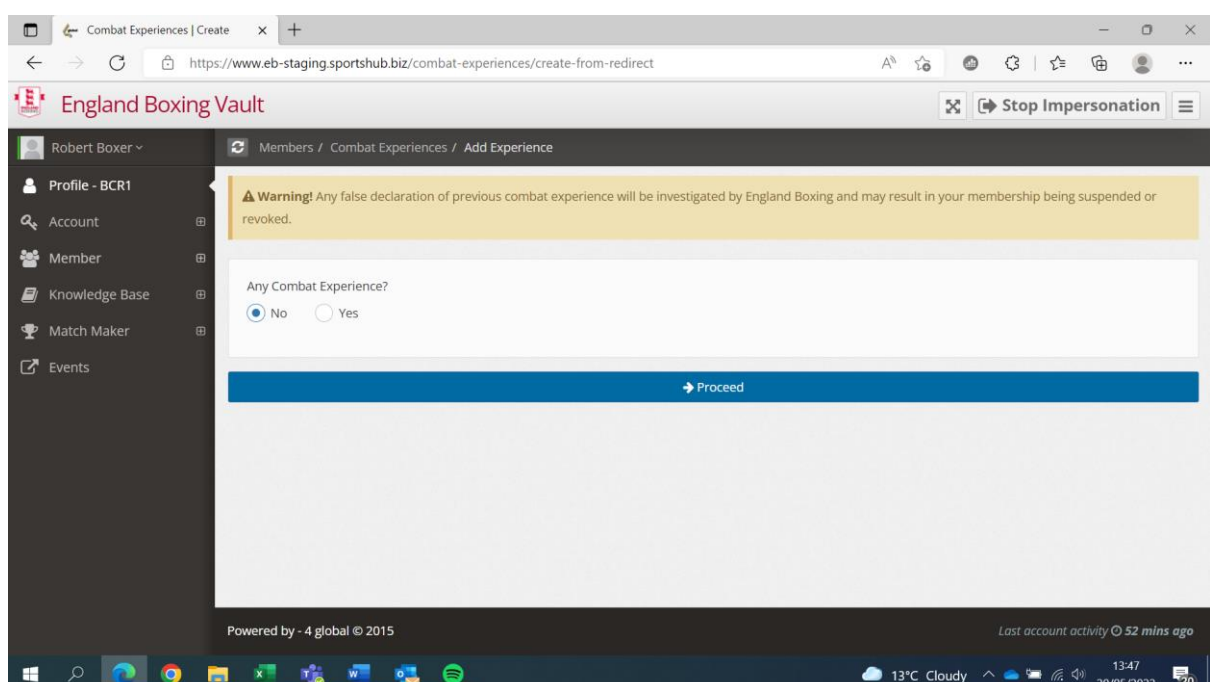
- Membership: Robert.boxer@gmail.com
- Personal:
  - Title: Mr.
  - First Name: Robert
  - Surname: Boxer
  - Previous Surname: Please enter your previous surname.

**Membership Application:** To complete the New Application, select the desired Membership Type from the provided drop down options to select a Membership Type. Classification and Qualifications may appear, if required by the Membership Type selected.

Please note that only one application can be made at a time and once submitted, will prevent further applications from taking place.

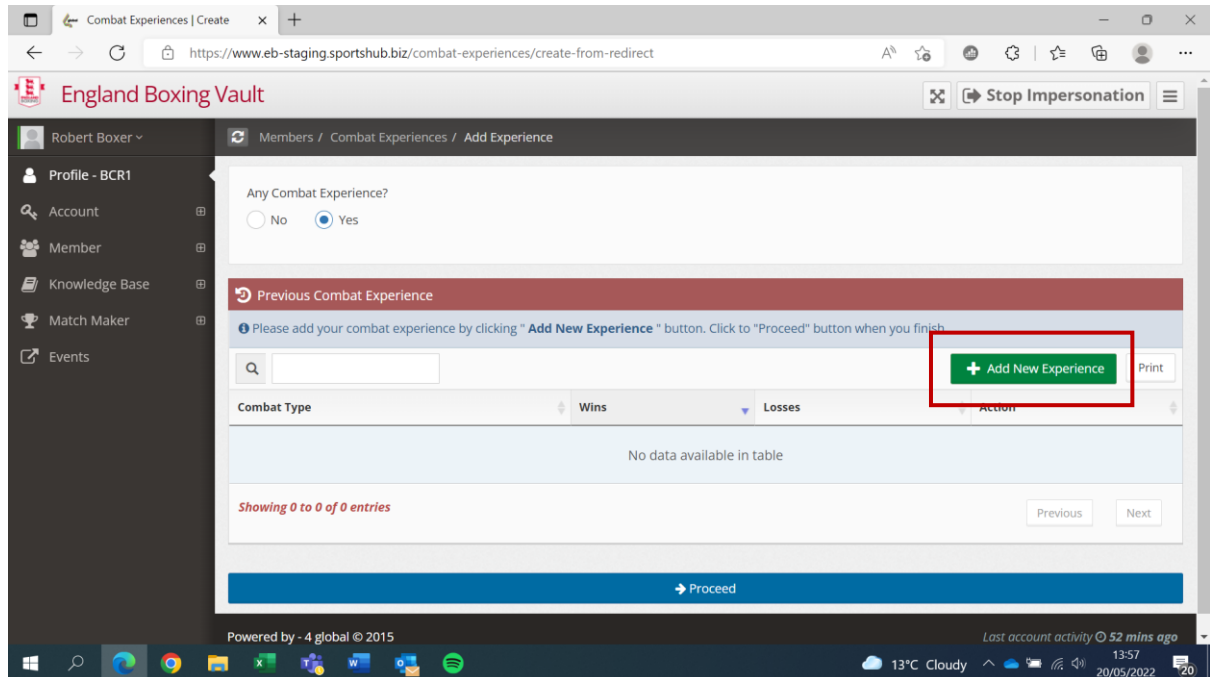


Should Boxer or any membership type which includes boxer, Previous Combat Competition Experience (this does not include England Boxing Bouts) will be asked to be declared.

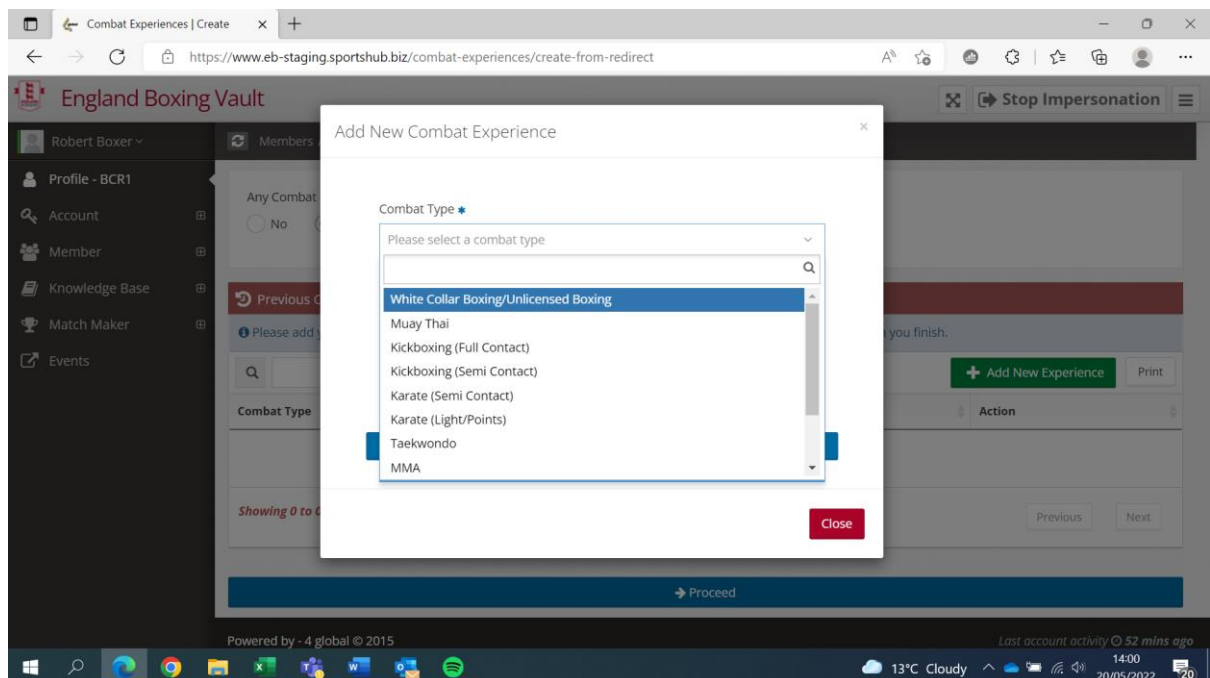


**IMPORTANT** Should a false declaration be made then membership could be suspended or revoked.

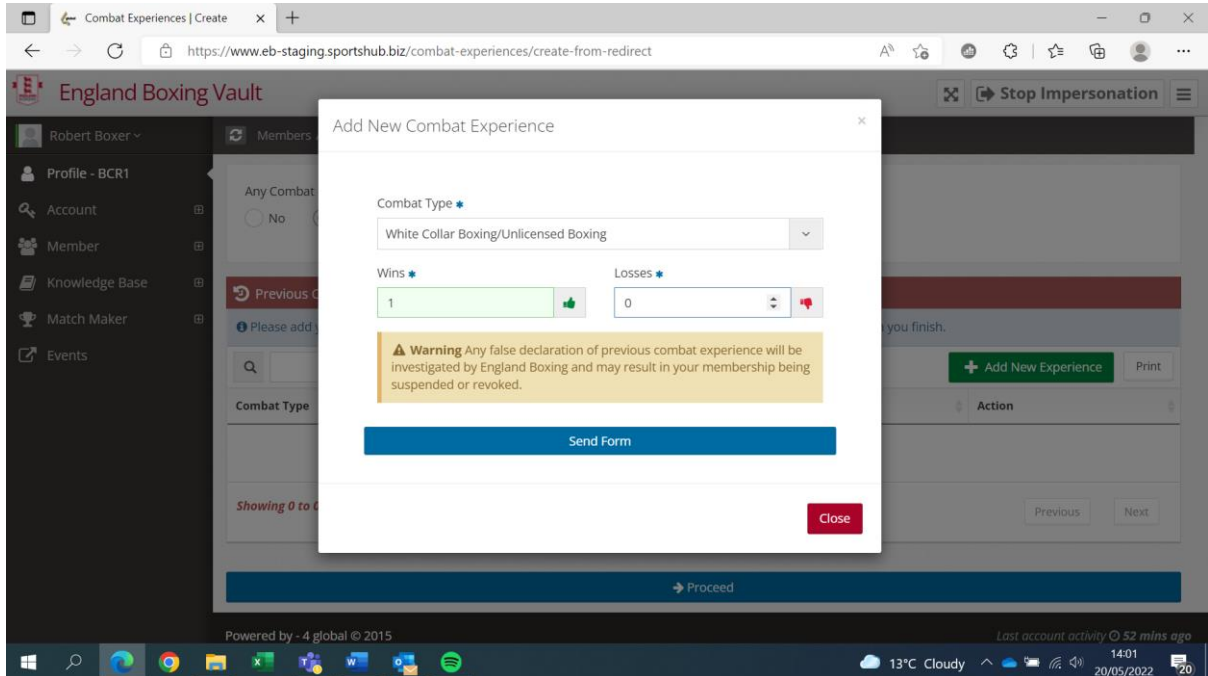
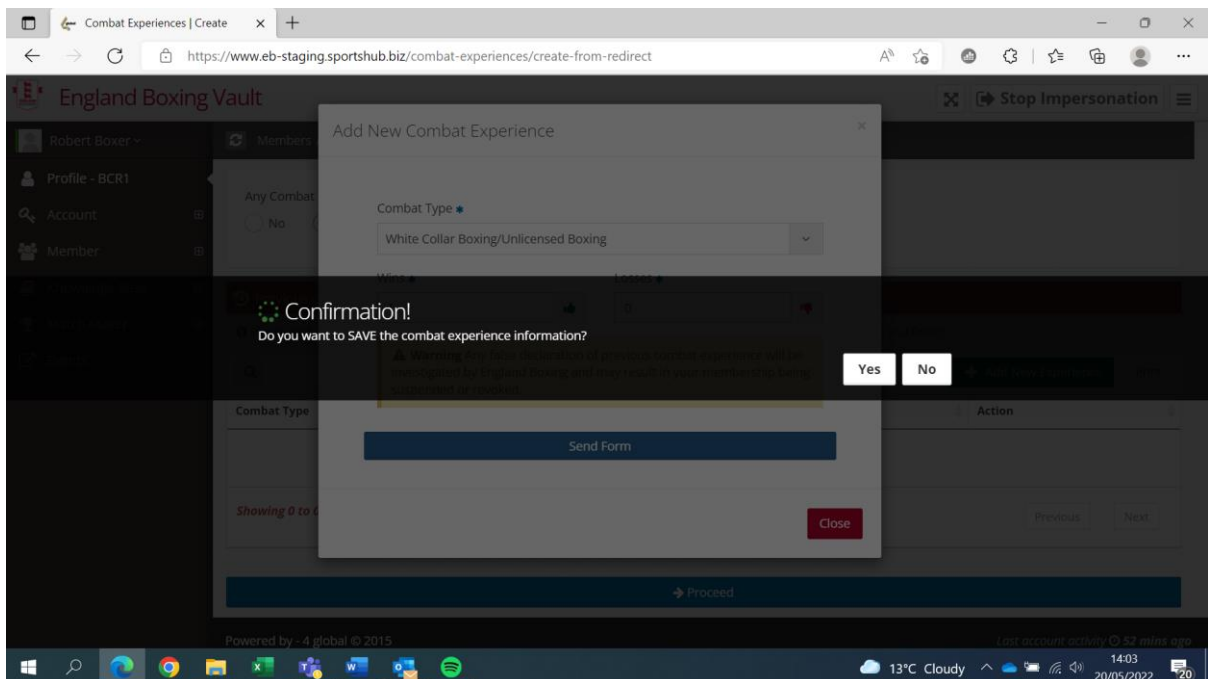
If yes is selected, previous combat competition experience will need to be declared, select add new experience.



Select the combat sport which has been competed in from the dropdown list



Insert wins and losses, then send form

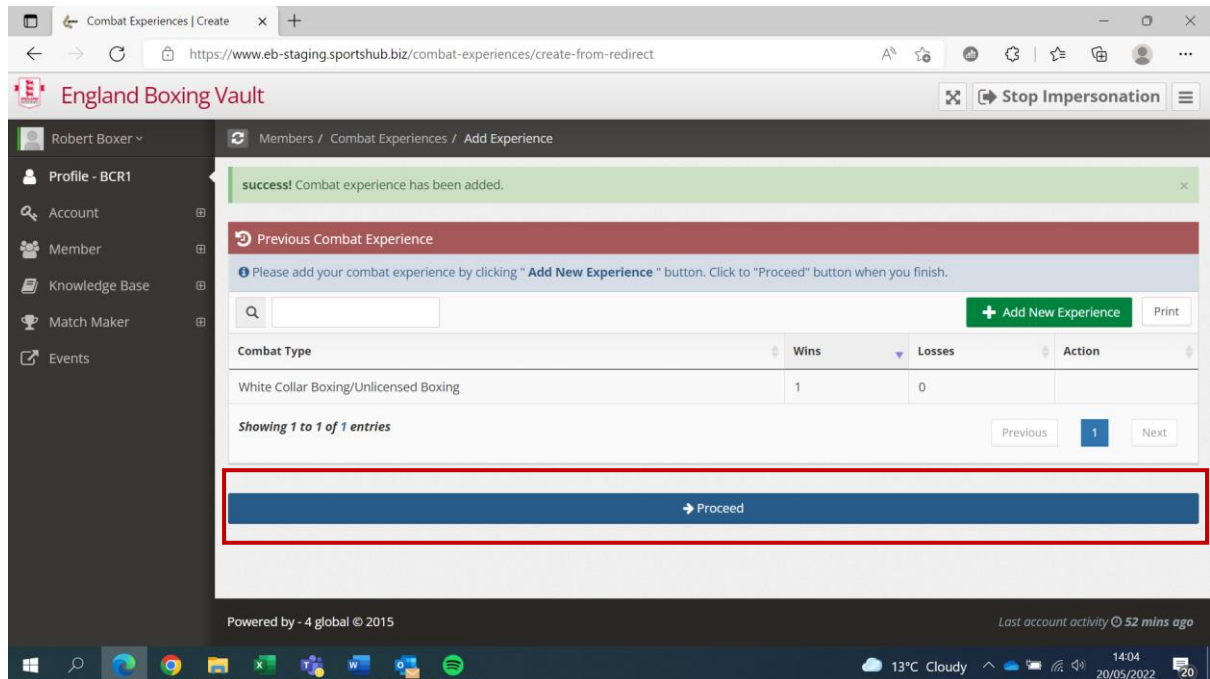



It is important to declare all previous combat competition (do not include England Boxing Bouts)

If you make an error in declaration, please email [previousexperience@englandboxing.org](mailto:previousexperience@englandboxing.org)



Once all previous combat competition experience has been declared select proceed



England Boxing Vault

Robert Boxer ▾ Members / Combat Experiences / Add Experience

success! Combat experience has been added.

Previous Combat Experience

Please add your combat experience by clicking "Add New Experience" button. Click to "Proceed" button when you finish.

+ Add New Experience Print

Combat Type	Wins	Losses	Action
White Collar Boxing/Unlicensed Boxing	1	0	

Showing 1 to 1 of 1 entries

Previous 1 Next

Proceed

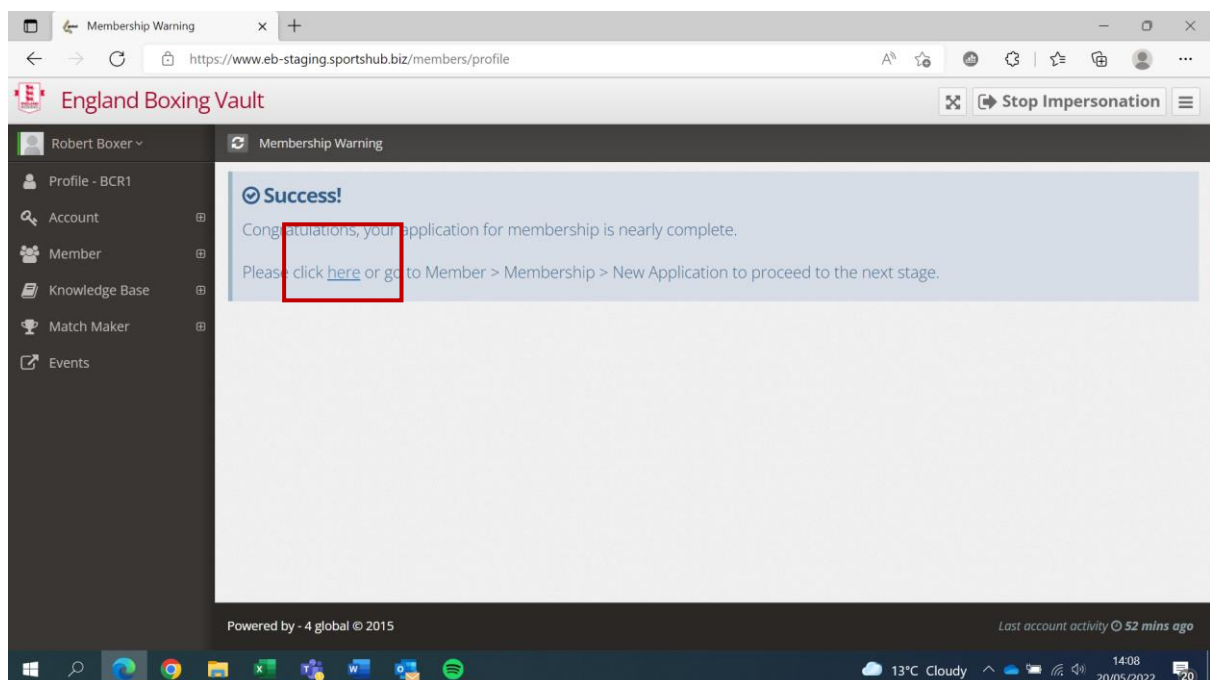
Powered by - 4 global © 2015

Last account activity 52 mins ago

13°C Cloudy 14:04 20/05/2022

The declaration is then sent to England Boxing to review and approve, please note this can take up to 21 days during busier periods.

To proceed the application, click here



England Boxing Vault

Robert Boxer ▾ Membership Warning

Success!

Congratulations, your application for membership is nearly complete.

Please click [here](#) or go to Member > Membership > New Application to proceed to the next stage.

Powered by - 4 global © 2015

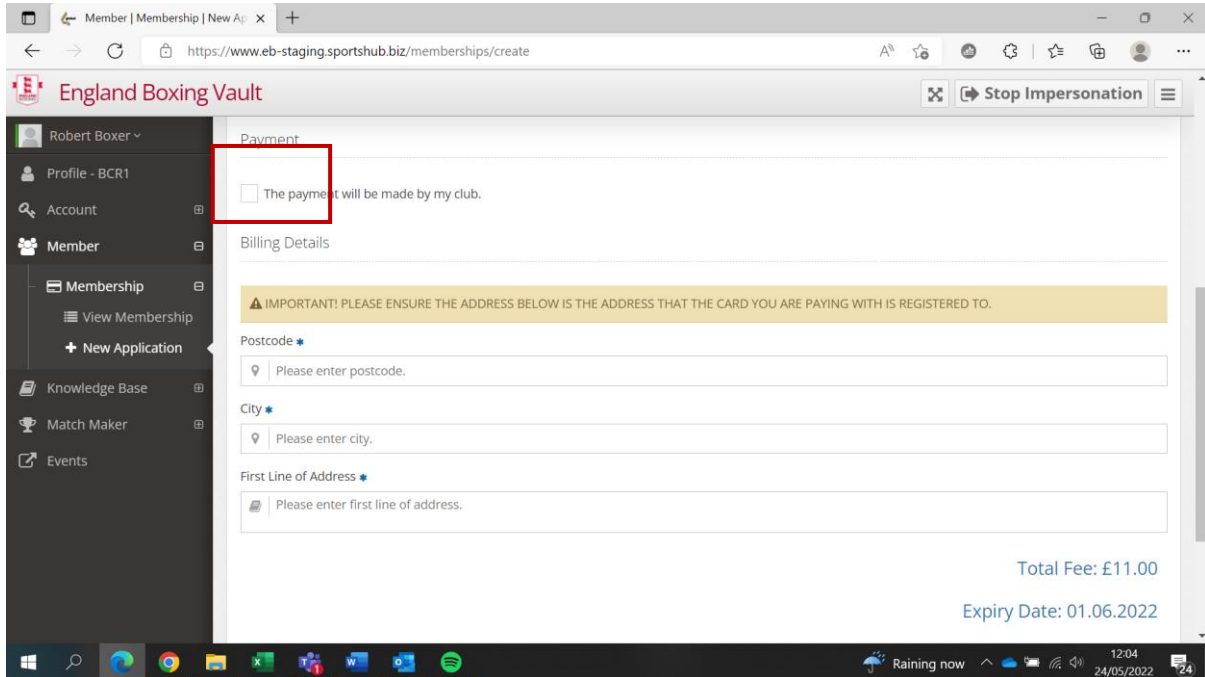
Last account activity 52 mins ago

13°C Cloudy 14:08 20/05/2022

### 3. Payment

Payment section/Club Payment: A member can either select club to make payment or pay for their own membership.

Select Club payment should this be the method of payment



Member | Membership | New Application

https://www.eb-staging.sportshub.biz/memberships/create

England Boxing Vault

Robert Boxer

Payment

☐ The payment will be made by my club.

Billing Details

IMPORTANT! PLEASE ENSURE THE ADDRESS BELOW IS THE ADDRESS THAT THE CARD YOU ARE PAYING WITH IS REGISTERED TO.

Postcode \*

Please enter postcode.

City \*

Please enter city.

First Line of Address \*

Please enter first line of address.

Total Fee: £11.00

Expiry Date: 01.06.2022






Then select proceed, the application will be sent to the club to make payment.


Should the member be payment themselves, complete the address the bank card being used is registered to, then select proceed.



Payment: The next page that will appear is the prompt to select payment method. Please choose the preferred payment option.


### How do you want to pay?

 Visa	>
 Visa Debit	>
 Visa Electron	>
 MasterCard	>
 Debit MasterCard	>
< Cancel	


Your payment is secured by 

Payment: The next page that appears will require card details to make payment, please note card payment can be made by a card holder who is not the member. Once all required fields are completed please select **Confirm card details**:


### Your card details

 **Name**


Smith John


 **Card**

0000 0000 0000 0000

 **Expiry**


MM / YY

 **CVC**

123 

< Back

Confirm card details >

Your payment is secured by 



Payment: The next screen will provide the opportunity to review the order – all + icons are expandable. Once order is reviewed and confirmed, please select **Pay £11 now (example application cost)**.

## Review your order

### Transaction details

**Description:**

Membership for Boxer. Expiry Date is 06.01.2017

**Transaction Reference:**

7331ab2d-d6db-4845-be5a-90b0fbe5a117

**Amount:**

£11.00

### Payment Details



### Billing Address



### Shipping Address

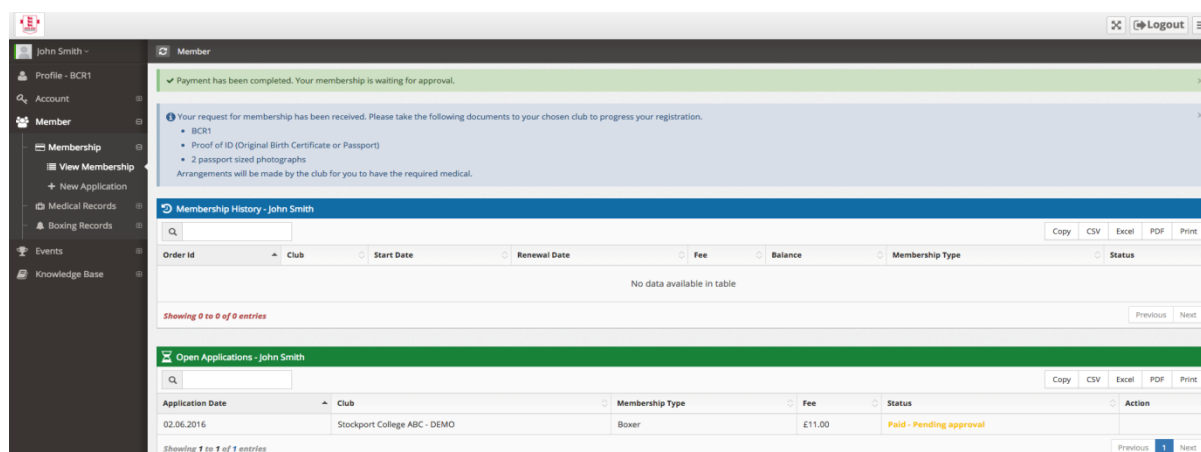


[◀ Back](#)

[Pay £11.00 now ▶](#)

## 4. View a Pending Application

**Pending Application:** Once payment has been made the application will be sent to the Registrar for review. The member will then be redirected to the **View Membership** page and provided with confirmation of payment and further instruction (blue text box). You can view the member application under 'Open Application' and the status will remain as pending until further action is taken by the Registrar.



The screenshot shows the 'Member' page for John Smith. A green notification bar at the top states: 'Payment has been completed. Your membership is waiting for approval.' Below this, a blue box provides instructions: 'Your request for membership has been received. Please take the following documents to your chosen club to progress your registration.' The documents listed are: BCR1, Proof of ID (Original Birth Certificate or Passport), and 2 passport sized photographs. It also mentions that arrangements will be made by the club for a required medical.

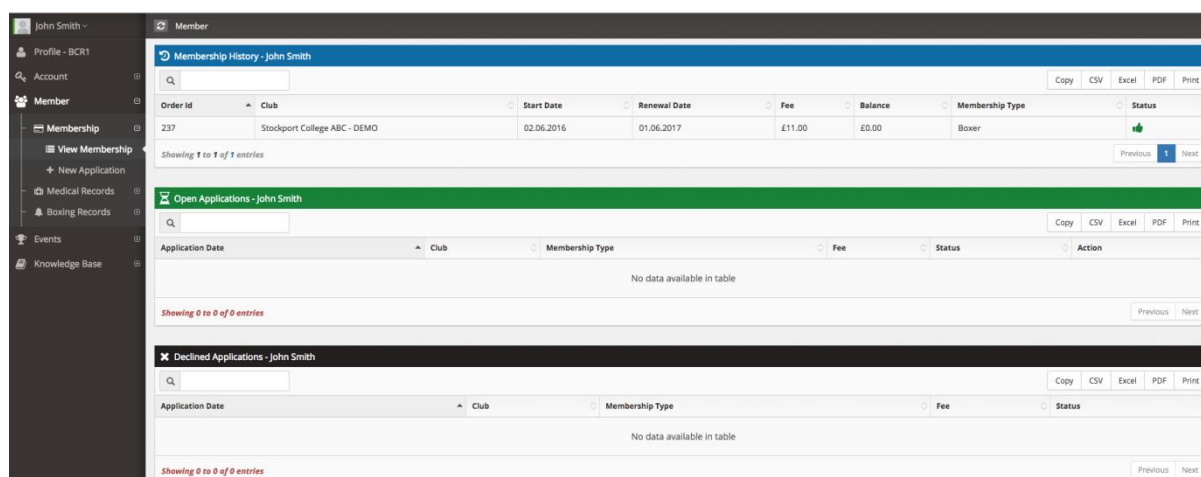
The 'Membership History - John Smith' table is empty, showing 'No data available in table'.

The 'Open Applications - John Smith' table shows one entry:

Application Date	Club	Membership Type	Fee	Status	Action
02.06.2016	Stockport College ABC - DEMO	Boxer	£11.00	Paid - Pending approval	

## 5. View a Responded Application

**Responded Application:** Once the Registrar has reviewed the application and Approves/Declines, the Membership History will be updated – please note for this example the application has been approved and is now listed under '**Membership History**'



The screenshot shows the 'Member' page for John Smith. The 'Membership History - John Smith' table now contains one entry:

Order Id	Club	Start Date	Renewal Date	Fee	Balance	Membership Type	Status
237	Stockport College ABC - DEMO	02.06.2016	01.06.2017	£11.00	£0.00	Boxer	Approved

The 'Open Applications - John Smith' table is empty, showing 'No data available in table'.

The 'Declined Applications - John Smith' table is also empty, showing 'No data available in table'.

## 6. Enquiries

For any additional enquiries please email [vaultsupport@englandboxing.org](mailto:vaultsupport@englandboxing.org)