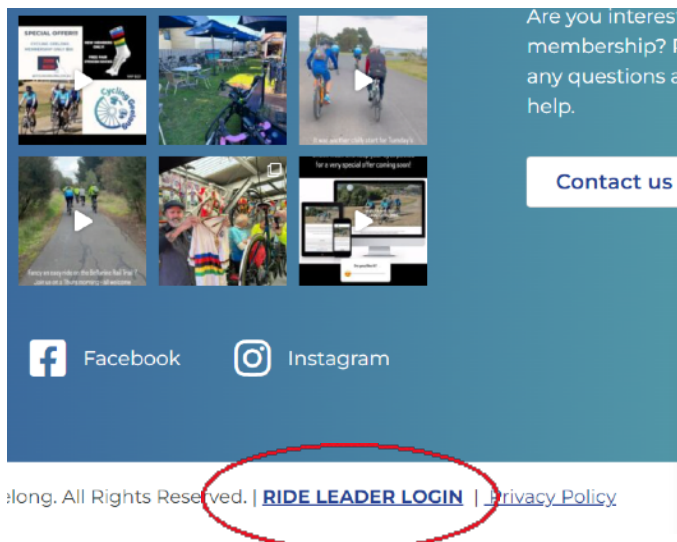
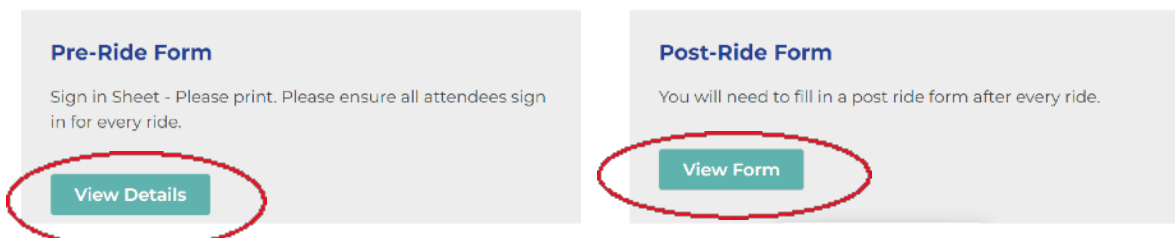


# Cycling Geelong – Ride Leader’s Cheat Sheet

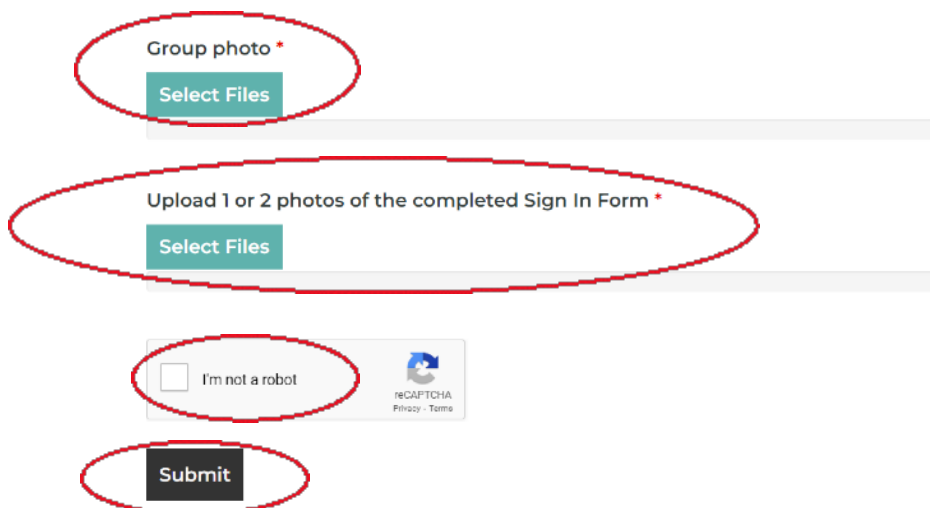
1. Log in to **Ride Leaders** area located at the bottom of the Cycling Geelong website home page using your own username and password you set up.



2. Before the ride, open and print off the sign in form in **Pre-Ride Form**



3. After the ride, open the **Post Ride Form** and enter the ride information. Click on **Select Files** to upload the group photo. Then add the photo of the completed Sign In Form.
4. Please tick the **Reportable Incident Tick Box** only if there has been an accident or a need for a committee member to follow up on.
5. Click **I’m not a Robot** then **Submit** and that’s it, you’re done 😊



Any issues please contact [support@cyclinggeelong.com.au](mailto:support@cyclinggeelong.com.au)