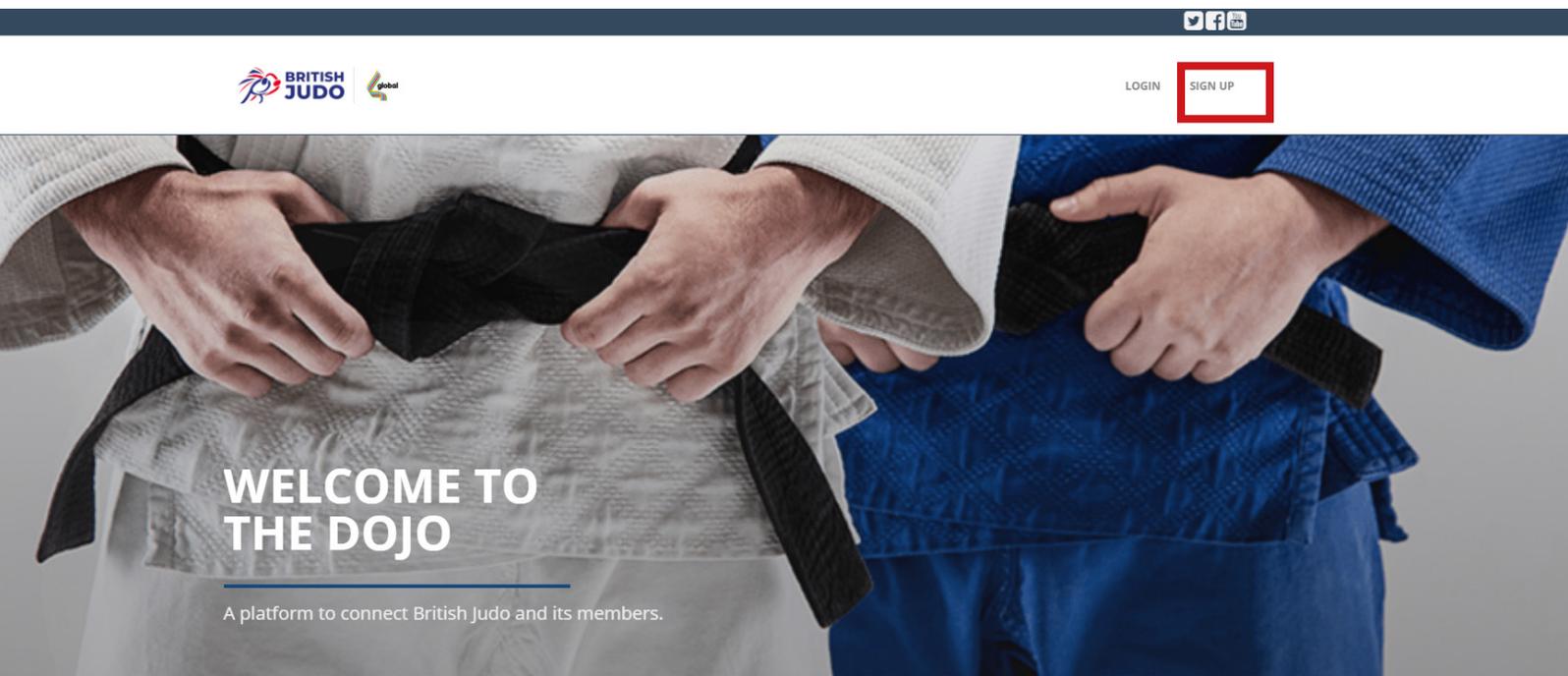


The Dojo -
Getting Started



How to join British Judo as a Member

1. Head over to www.bjadojo.co.uk - This will take you to the landing page of "The Dojo" - British Judo's new online membership management system.
2. Click on "Sign Up" in the top right hand corner.



3. This will open up a box requesting you to enter some personal details to get you started. Fill out the requirements and click submit.

Become a British Judo member now

British Judo welcomes all who are interested in judo and we can ensure our members are:

- Insured
- Supported
- Rewarded

Reduced event entry costs and discounts from a range of leading brands from across the country.

(Required fields have been marked with the * sign.)

First Name *

Last Name *

Email Address *

Email Address Confirmation *

Password *

Very Strong

Password Confirmation *

I agree with the [Terms and Conditions](#) and [Privacy Policy](#)*

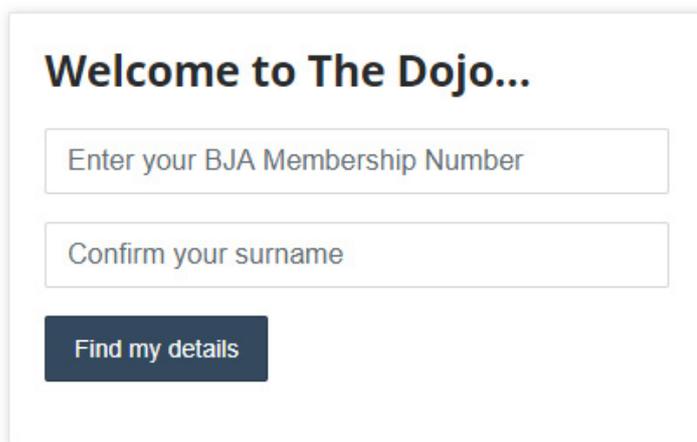
Already signed up? [Login Here](#)

4. You will then receive a verification email to confirm your account.

TIP: Ensure that you add "info@thedojo.co.uk" to your email contacts/safe senders list. If you do not, there is a risk that the email may be blocked by your email provider and stored in your Junk/Spam/Clutter folder, or blocked entirely!

How to login if you are already a British Judo Member

1. Head over to www.bjadojo.co.uk/auth/password/create or select the “Renew Your British Judo Memberships” button on the British Judo homepage.
2. This will open the following page in which it will ask you to enter your British Judo Membership number and Surname. The system will ask you to verify your email address. if your email address is incorrect, please enter the correct email address.

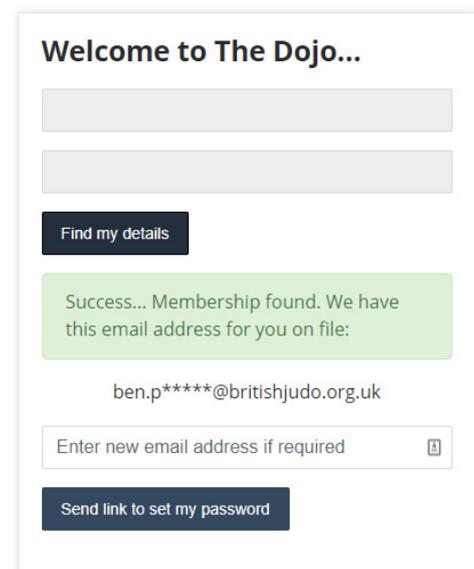


Welcome to The Dojo...

Enter your BJA Membership Number

Confirm your surname

Find my details



Welcome to The Dojo...

Find my details

Success... Membership found. We have this email address for you on file:

ben.p*****@britishjudo.org.uk

Enter new email address if required

Send link to set my password

3. You will then be sent an email for you to set up your login password.

TIP: If you do not receive your password setup email, please ensure that you have added info@bjadojo.co.uk to your Safe Senders list and Contacts. Some email providers may initially block the emails entirely or send the emails to your Junk or Spam folders.

Creating a NEW Family Membership

If you are creating a profile for your child/children who is under 18 years old, you must first create yourself a Parent/Guardian account. To do this, please follow the steps below:

1. Complete Steps 1-4 as detailed under “How to join British Judo as a NEW Member”.
2. Upon selecting the “Membership Type”, select “Parent/Guardian” (This is free of charge if you are not a participating adult in the sport. If you wish to register for a membership for yourself as well, select “Full Membership - Adult”)

BRITISH JUDO

Parent/Guardian Of ... Account / Edit Profile

Account

- Profile
- Edit Profile
- Change Password
- Memberships

Club(s) * Please select

BJA Area * Western

Fighting County Somerset

Communication Preferences

Tick here if you would like to receive information from The British Judo Association relating to news, competitions, events and other announcements that may be of interest to you.

Tick here if you would like to receive reminders about your membership(s).

Preferred Contact Type(s) * Please select

Membership Info

Membership Info

Membership Type * **Parent/Guardian (99 months)**

Voucher Code Please enter

Available Items Showing all 3

Filter

eNewsletter
Licence Book Holder
Matside (Digital Copy)

Selected Items Empty list

Filter

3. Complete the payment processes (If you register as a Parent/Guardian, you will not be charged).

To add additional child members to your account:

1. Look at the black drop-down menu on the left-hand side of your screen.
2. Click on “Memberships”, “Additional Memberships” and then “Add Member”.
3. Add the details of the child that you would like to combine into your account and complete the payment at the bottom of the page.

BRITISH JUDO

Parent/Guardian Of ... Account / Edit Profile

Account

- Memberships
- Additional Members
 - + Add Member**
 - List Members
 - Edit Member
 - Renew Membership

Club(s) * Please select

BJA Area * Western

Fighting County Somerset

Communication Preferences

Tick here if you would like to receive information from The British Judo Association relating to news, competitions, events and other announcements that may be of interest to you.

Tick here if you would like to receive reminders about your membership(s).

Preferred Contact Type(s) * Please select

Membership Info

Membership Info

Membership Type * Parent/Guardian (99 months)

Voucher Code Please enter

Available Items Showing all 3

Filter

eNewsletter

Selected Items Empty list

Filter

If you have another child to add, repeat steps 1-3 above.

Following this, you will now be able to manage all accounts through your single log in.

TIP: Head over to “Memberships”, “Additional Memberships” and “List Members” to see all members associated to your account. Click on Renew Memberships to renew each of the memberships when you need to.

If there is a child account not linked to yours that should be, please contact thedojo@britishjudo.org.uk

Exploring your Member Profile

TIP: Don't forget to change your profile picture

The screenshot displays the British Judo Member Profile interface. On the left is a navigation menu with options: Account, Profile, Edit Profile, Change Password, Members, Clubs, Memberships, Gradings, and Dashboards. The main profile area includes a profile picture (with a red '2nd Dan' badge), membership details (Membership Number, Type: Full Membership (Adult), Coach Level, DBS Number), and other information (Matside: ✓, Officiating Role: -, Grade Assessor Level: Technical 2). The right-hand panel shows 'Additional Details' (Postal Address, Alternate Email Address, Age: 63, Gender: Male, Ethnic Origin: White British, Disability: -, Medical Condition: -, Contact by: Email) and a grid of qualification status boxes:

Qualification	Status	Valid Until
Membership	Valid (Green)	11-12-2019
Revalidations	Valid (Green)	0 current cycle, 3 last cycle
Disciplinary	Valid (Green)	None
DBS Check	Valid (Green)	09-06-2021
First Aid	Valid (Green)	12-05-2021
Safeguarding	Valid (Green)	01-11-2021

Your personal information.
This is only available to your club and your BJA area

Relevant qualifications - When the box is green, your qualification is valid. When your qualification is invalid, the box will turn red.

How to renew your British Judo Membership

1. Click on “Memberships” down the left hand side. “Renew Membership” should be under the menu. If you are more than three months away from your expiry, you will not be able to renew yet. If your children’s accounts are linked to your account, they will also appear here. Tick the box of the member you would like to renew.

The screenshot shows the 'Renew Membership' interface. On the left, a sidebar contains 'Account', 'Memberships', 'Additional Members', and 'Renew Membership'. The main content area is titled 'Renew Memberships' and includes a 'Membership Info' section with a dropdown menu set to 'Full Membership (Junior) (12 months)' and a 'Voucher Code' input field with a 'Check' button. To the right, there are two columns: 'Available Items' showing 'Matside (Digital Copy)', 'eNewsletter', and 'Licence Book Holder (€3.00)', and 'Selected Items' which is currently empty. A green 'Checkout' button is positioned at the bottom of the main content area.

2. Click on checkout, which will take you to a final confirmation page with the price of your membership. If you have a voucher code or discount to be applied, the deduction will show on this page. Simply click “Pay” and enter your card details, and you have successfully renewed your British Judo membership.

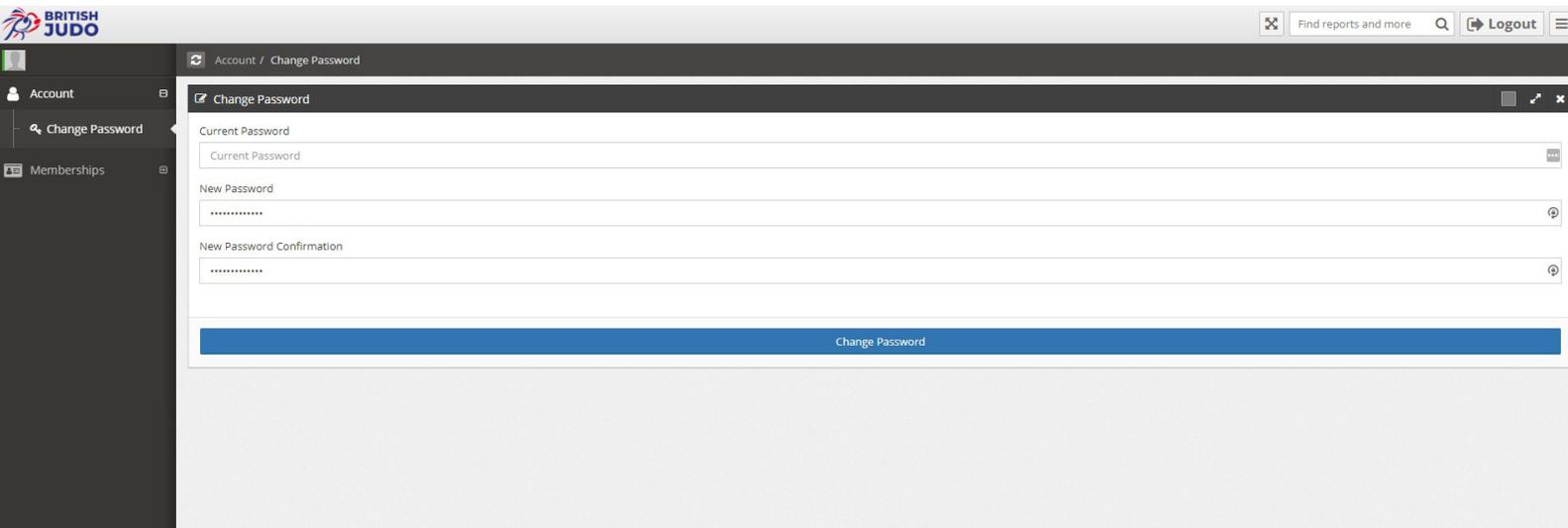
The screenshot shows the 'Checkout' page. The sidebar on the left has 'Checkout' selected. The main content area is titled 'Checkout' and contains a 'Details' section. Below this is a table with the following data:

Item	Description	Additional Items	Discounts	Unit Price	Amount
Member	Full Membership (Junior) (12 Months)	None	Family (€10), Renewal	€26.00	€23.40
				Total	€23.40

A green 'Pay' button is located at the bottom of the main content area.

How to change your Password

1. Head over to your profile page and click on “Account” down the left hand side of the screen.
2. Under the “Account” sub menu, you should see a “Change Password” menu. This will then take you to a page where you can type in your new password details.
3. Once you have entered your current password and new password details, you will need to press the “Change Password” button to ensure that the changes take effect immediately.

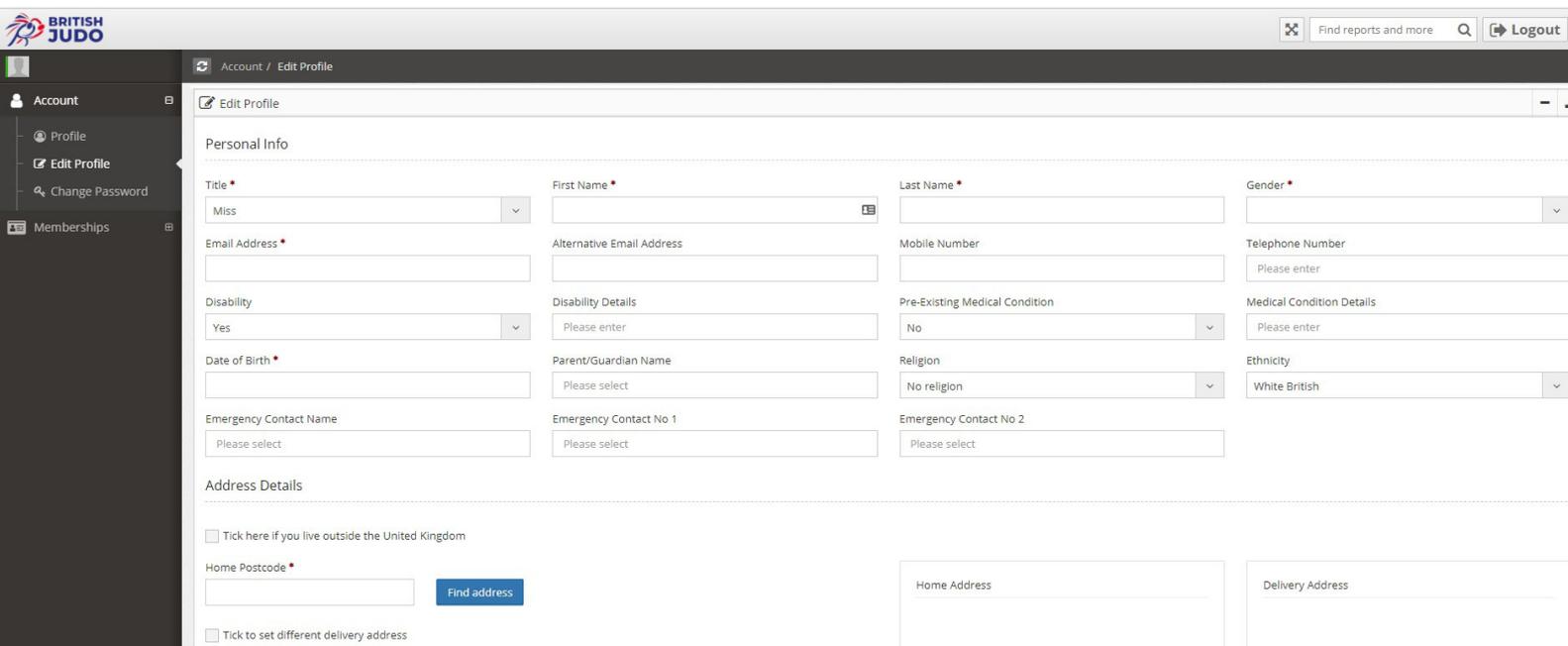


The screenshot shows the 'Change Password' page in the British Judo user interface. The page has a dark sidebar on the left with 'Account', 'Change Password', and 'Memberships' options. The main content area is titled 'Change Password' and contains three input fields: 'Current Password', 'New Password', and 'New Password Confirmation'. A blue 'Change Password' button is located at the bottom of the form. The top navigation bar includes the British Judo logo, a search bar, and a 'Logout' button.

How to change your Personal Details

If you would like to change of your personal information on your account, please follow the steps below:

1. Log into your profile on “The Dojo”
2. Head over to the menus down the left hand side and select “Account”, followed by “Edit Profile”.
3. This will allow you to amend any personal information that is associated with your British Judo membership.
4. Once you have finished editing your information, please scroll to the bottom of the page, and press the “Update Profile” button.



The screenshot shows the 'Edit Profile' page in the British Judo user interface. The page has a dark sidebar on the left with 'Account', 'Profile', 'Edit Profile', 'Change Password', and 'Memberships' options. The main content area is titled 'Edit Profile' and contains a 'Personal Info' section with various input fields and dropdown menus. The fields include: Title (Miss), First Name, Last Name, Gender, Email Address, Alternative Email Address, Mobile Number, Telephone Number, Disability (Yes), Disability Details, Pre-Existing Medical Condition, Medical Condition Details, Date of Birth, Parent/Guardian Name, Religion (No religion), Ethnicity (White British), Emergency Contact Name, Emergency Contact No 1, and Emergency Contact No 2. Below the 'Personal Info' section is an 'Address Details' section with a checkbox for 'Tick here if you live outside the United Kingdom', a 'Home Postcode' field with a 'Find address' button, and checkboxes for 'Tick to set different delivery address'. The 'Home Address' and 'Delivery Address' fields are also present. The top navigation bar includes the British Judo logo, a search bar, and a 'Logout' button.

How to transfer to another club

If you wish to change clubs and need your membership transferring to a different British Judo club in The Dojo, please follow these steps:

1. Head over to “Edit Profile” as detailed on the previous page.
2. Scroll down the page until you arrive at the “Club Information” section.
3. Simply click on the “X” of the club you do not wish to attend anymore, and type in the name club that you would like to attend. You can add multiple clubs to your account if you wish.
4. Click “Update Profile” for these changes to take effect.

Account / Edit Profile

Tick here if you live outside the United Kingdom

Home Postcode *

Home Address

Delivery Address

Tick to set different delivery address

Club Info

Club(s) *

BJA Area *

Fighting County

Communication Preferences

Tick here if you would like to receive information from The British Judo Association relating to news, competitions, events and other announcements that may be of interest to you.

Tick here if you would like to receive reminders about your membership(s).

Preferred Contact Type(s) *

If you experience any issues using “The Dojo”, please email thedojo@britishjudo.org.uk and we will try and assist where we can