Q&A - *MyTopYacht* and *MySelf*

The following applies to keelboat racing NOT Off The Beach.

What is *MyTopYacht* ?

MyTopYacht is a web based system to allow boats owners/reps to manage their boat and crew *for offshore races.*

What is *MySelf*?

MySelf is for sailors to manage their own details/profile and keep it up to date. These profiles can then be attached to a boat for offshore races. Attaching a crew member to a boat *can only be done* by the boat owner/rep OR by the event administrator (at the specific request of the owner/rep or the sailor themselves).

How can I access *MyTopYacht* and/or *MySelf?*

At the bottom of each entry screen for keelboat events you will see…

For offshore races you automatically go into *MyTopyacht* as part of the entry process.

You will know that you are in *MyTopYacht* when you see the Tabs as per the example below.

You can access *MyTopYacht* directly by searching for your boat here…

http://www.topyacht.com.au/mt/boat_list.php

This link allows you update your boat and offshore crew details but it is ***strongly recommended*** that you access *MyTopYacht* by using the Update Race Entry as per the screen shot at the top of this page. This ensure you are accessing data that specifically relate to "this" race.

To access your personal profile ie **MySelf** then click on the link ….

Click Here to update your personal profile

as per the screen shot at the start of this document.

Who can access all my details in **MySelf**?

- Each sailor can access their own **MySelf** profile.
- A boat owner/rep for a boat to which the sailor is added as crew.
- The event organiser of each offshore race.
- The relevant authorities for emergency situations.

Who can access my basic details in **MySelf**?

All the people as per the previous question; plus other crew on any boat to which you are added as crew. But your fellow crew can only see your name. If you so permit – they can also see your email address and mobile number.

How secure is my data?

- We have endeavoured to take reasonable steps to protect your data.
- All interaction is over secure connections, ie the address starts with https://
- Key elements of data are encrypted within the database.

How do I add **myself** to a boat for an offshore race?

There is no mechanism for you to add yourself to a boat.
Why?

- We cannot provide a system that allows folks to add themselves to any boat they choose.
- If we did, Wild Oats (for example) might find they suddenly had heaps of extra crew they were not intended to be on their boat!
- There are also privacy issues. Once you are a member of a boat crew you can access the basic details of your fellow crew. So by adding yourself to a number of boats you have access to more people's basic information.

So how are crew added to a boat for an offshore race?

The boat owner/rep can add crew to the boat for a particular race in three ways.

1. By simply adding *existing* crew members for a particular race from a selection list.
2. By sending an emailed.SMS invitation to a person who is already in TopYacht to be added to the boat and also to that particular race. [This involves the recipient following the instructions in the email.]
3. By creating a new profile for a person who is not already in TopYacht. This also sends the new person an email with their new log in details which they can alter when they first log in to update their data

Do I have to enter my details for every offshore race in which I am a crew member?

No; that is the whole point of using *MyTopYacht* / *MySelf*. Your existing profile can be added to any boat. *But* this can break down - see "duplicates" below.

Why has much of my data that I entered gone missing?

This is caused 99+% of the time by "duplicates"! See below.

What are "**duplicates**" and why are they a major issue?

Duplicates occur when a second or third (or more) profile is created for the same person.

When the person (or the boat owner/rep) goes to updates that person's details for a race, previously entered data appears to have disappeared.

The data has not gone missing - it is simply a *different profile* to the one containing all the sailor's data.

The most prolific creator of duplicates is boat owners/reps who create a new profile for a sailor rather than sending the sailor an invitation to add their existing profile to the boat!!!

I think I might have duplicates. How do I get this fixed?

Contact the event/race organisers. They can merge multiple profiles into one for you.

As a boat owner/rep is there a single place where I can add new crew AND check/update *all* crew details on a single screen?

Yes; using the menu on the Crew page in *MyTopYacht* for the relevant offshore race.

If you have unanswered questions please contact TopYacht so they can expand the above Q & A.

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