

Dear team captains,

Dear participants,

Due to the General Data Protection Regulation, each participant is required at the beginning of the B2Run 2020 season to confirm their acceptance of B2Run's [T&Cs](#) and [Privacy Policy](#) in order to participate. This means that all participants need to provide their details and confirmation individually. Every participant therefore needs to provide an email address so that they can receive confirmation of their registration.

These instructions have been created to take you through the registration process and make it as simple as possible.

We will answer the most frequently asked questions starting on page 3.

Instructions registration process

Step 1:

Once the booking of the starting places in the [shop](#) has been completed, an individual registration page will be automatically created for your team. The link to this page will be emailed to the email addresses listed in your MyB2Run account. (Please also check your spam folder) For existing registration pages, the booking is added automatically. You will find the link in the "MyB2Run" section under "Registration pages".

Texts on the registration page are standardised and generic. If you wish, you can edit the texts by logging in to the "MyB2Run" section of the [website](#). You can find more details for the individual adaptation of the texts on page 5.

Step 2:

If you are happy with the texts on your individual registration page, send the link to this page to your colleagues.

You can find the link in the email which was sent to you after you booked the starting places (Subject: Information on your team's individual registration page) as well as in the "MyB2Run" section under "Registration pages".

MyB2Run Dashboard

My data

My invoices

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Security and login

Privacy Policy

Registration pages

Because of the General Data Protection Regulations, each participant needs to confirm their acceptance of B2Run's T&Cs and Privacy Notices. This means that you and your colleagues all need to provide your details and confirmation individually. Every participant therefore needs to provide an email address so that they can receive confirmation of their registration. To make the process as smooth as possible, simply send the link below to your colleagues so that they can each register their details (up to the maximum number of starting places you have booked).

Detailed information can be found at b2run.ch/registration

#	URL	Events	Status	
1	https://www.b2run.ch/run/ch/en-ch/ms/index.html#https://shopping.b2run.ch/modules/microsite/infront-test?lang=en-ch	B2Run St. Gallen 2020 B2Run Basel 2020	Online	
2	https://www.b2run.ch/run/ch/it-ch/ms/index.html#https://shopping.b2run.ch/modules/microsite/vorzeigetest?lang=it-ch	B2Run Basel 2020	Online	
3	https://www.b2run.ch/run/ch/de-ch/ms/index.html#https://shopping.b2run.ch/modules/microsite/kids-test?lang=de-ch	B2Run Kids 2020	Offline	

Do you need additional information from your colleagues (e.g. department, T-shirt size etc.)? Would you like to include your company logo or team photos from last year? Do you have an earlier, internal registration deadline? Contact us at info@b2run.ch

Step 3:

Your colleagues can then enter their own details for the B2Run. You can see and edit the details of all registered participants in the “MyB2Run” section under “My participants”.

Step 4:

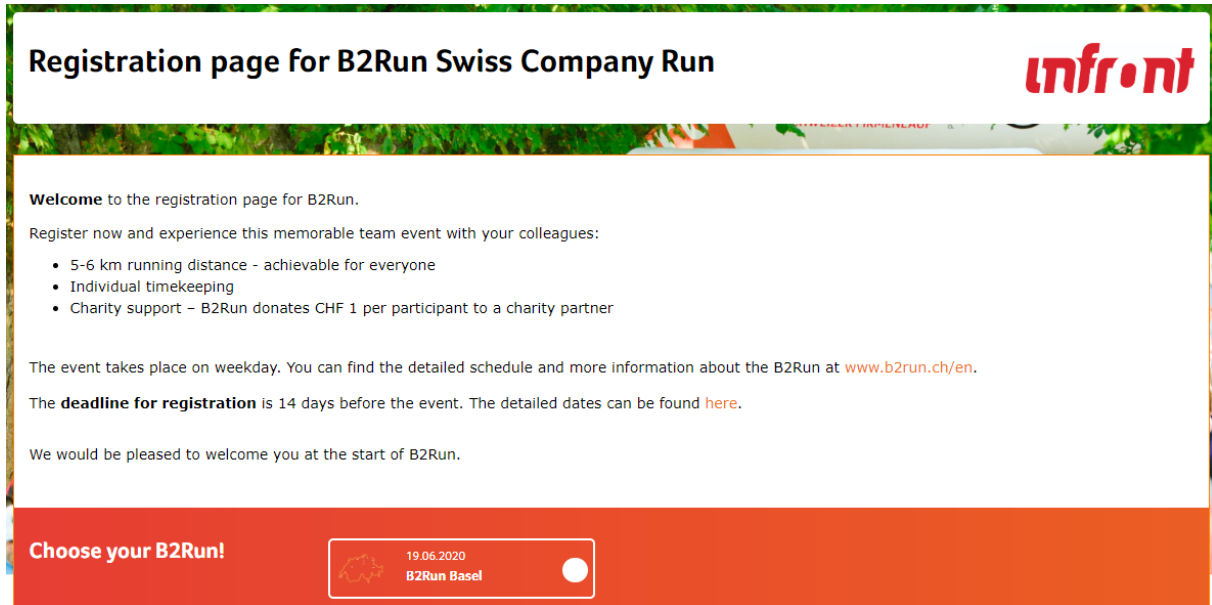
Once a colleague has registered their details on the individual registration page using the link you sent them, they will receive a confirmation email and their starting place is now officially linked to them.

Below you can find answers to FAQ and a few special cases.

If you have any further questions, please contact our team by emailing info@b2run.ch or calling 041 726 17 11.

What does my team member registration page look like?

The link we send to you, which you send on your colleagues, takes you to a landing page. Here, the participant first selects the B2Run they would like to register for, i.e. the one which you as team captain have already booked starting places for.



This takes the participant to a page where they enter their personal details and choose whether they are a Runner or Walker. (Illustration on the following page)

Regarding the protective measures due to the COVID-19 pandemic, all participants must provide a mobile phone number and the postcode of their place of residence when registering on the registration page. We only will use this data in case of contact tracing.

Your B2Run



20.08.2021

B2Run Basel

There are still 5 slots available out of 5 in total.

Now enter the participant data for B2Run Basel 2021:

Participant

Salutation*	<input type="text" value="Mr"/>	Title	<input type="text" value="Title"/>
First Name*	<input type="text" value="First Name"/>	Last Name*	<input type="text" value="Last Name"/>
Email*	<input type="text" value="Email"/>		

Your e-mail address will only be used to send you your registration confirmation and the Runner-Info one week before the race. Your e-mail address will not be used for other purposes or passed on to third parties without your consent.

I have read the [Terms & Conditions of Infront Sports & Media AG](#) and the [Privacy Policy](#) and accept it by sending this form.

Product

Starting time

For safety reasons Nordic Walkers only start at the last starting time in the last starting block.

Further details

Mobile number (private)*	<input type="text"/>
Postale code (private)*	<input type="text"/>

Your private postcode and mobile phone number will only be used if necessary and exclusively for the purpose of contact tracing or information in the course of the COVID-19 pandemic. For this purpose, your data may be passed on to the responsible authorities.

CHF 1 per B2Runner goes to the "Swiss Red Cross". To which project should your CHF 1 go?*	<input type="text" value="Please choose"/>
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Newsletter

- B2Run Newsletter
- Anonymous participation (no naming in the B2Run online result lists, no naming in the download certificate)

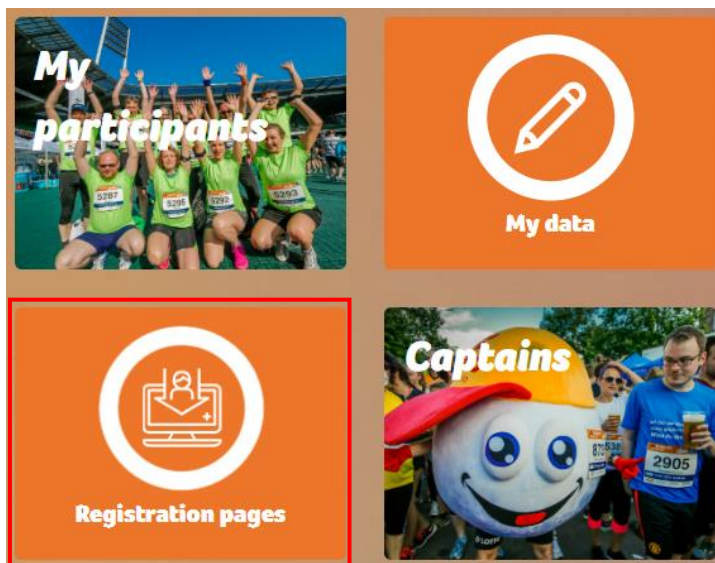
[Back](#)[Next](#)

How do I edit the text on my team member registration page?

Would you prefer a different text for your colleagues or do you need to communicate specific information about the next steps the team need to take? No problem! As team captain, you can edit the text that appears on the team member registration page: log into your registration under “MyB2Run” using your email address and password.



Select the “Team member registration page” icon or menu item.



Click on the pen symbol on the right-hand side of the status to edit the texts.

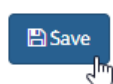
Groups	#	URL	Events	Status	
Captains	1	https://www.b2run.ch/run/ch/en-ch/ms/index.html#https://shopping.b2run.ch/modules/microsite/infront-test?lang=en-ch	B2Run St. Gallen 2020 B2Run Basel 2020	Online	
Registration pages	2	https://www.b2run.ch/run/ch/it-ch/ms/index.html#https://shopping.b2run.ch/modules/microsite/infront-test?lang=en-ch	B2Run Basel 2020	Online	

Texts on your registration page are standardised and generic. Once you are happy with the texts on your team member registration page, simply send the link to your colleagues.

Options for individualizing the text:

- Inserting the name and e-mail address of the team captain
- Links to event-specific registration page (e.g. www.b2run.ch/en/zurich)
- Notes on the internal logon process

! Don't forget to save the changes you've made by clicking on the Save button.



- MyB2Run Dashboard
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You can edit your team member registration page here

Texts

Header

← → Formats - **B** *I* U ☰ ☷ 🔗 🖼️ <>

**Registration page for B2Run
Swiss Company Run**

Enter a title (greeting) here.

Footer

← → Formats - **B** *I* U ☰ ☷ 🔗 🖼️ <>

Follow us on [Facebook](#) and [Instagram](#)!

Enter a closing text here.

Introduction

← → Formats - **B** *I* U ☰ ☷ 🔗 🖼️ <>

Welcome to the registration page for B2Run.
Register now and experience this memorable team event with your colleagues:

- 5-6 km running distance - achievable for everyone

Enter an introductory text here.

Checkout

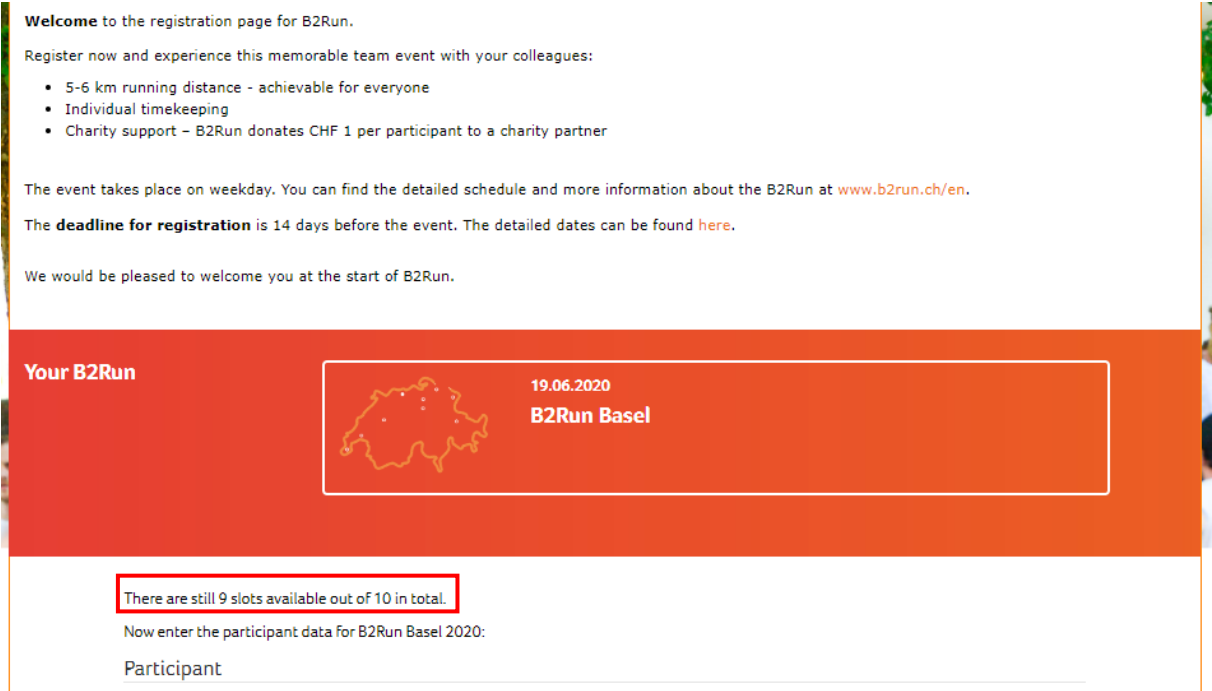
← → Formats - **B** *I* U ☰ ☷ 🔗 🖼️ <>

Thanks you for registering.
We look forward to seeing you at the B2Run. If you have any questions, please get in touch with your internal team captain.
To help you prepare for the B2Run, we have worked with our partners to

Enter a text here with info on what to do after registration.

What happens if I book additional starting places later?

If you add more bookings later and buy additional starting places, these will automatically be shown on your team member registration page. You won't see a new team member registration page, instead your number of starting places will be continually updated on it. Your colleagues can see how many starting places are left when they add their details on the team member registration page.



How can I change the name of registered participants or delete them?

By clicking on the “My participants” menu item, you can manage and edit your participants in each even by selecting the Participants symbol.



When you have finished, you will see a summary of all registered participants for that particular location. You can edit or delete participants.

Participants of B2Run Basel 2020



#	Bib	Name	Team name	Group	Product	Starting time		
1		Max Muster	Infront Sports & Media AG		Starter Package B2Run Basel 2020	18:30 Uhr Runner (Grün)		
2	--		Infront Sports & Media AG		Starter Package B2Run Basel 2020	18:30 Uhr Runner (Grün)		
3	--		Infront Sports & Media AG		Starter Package B2Run Basel 2020	18:30 Uhr Runner (Grün)		

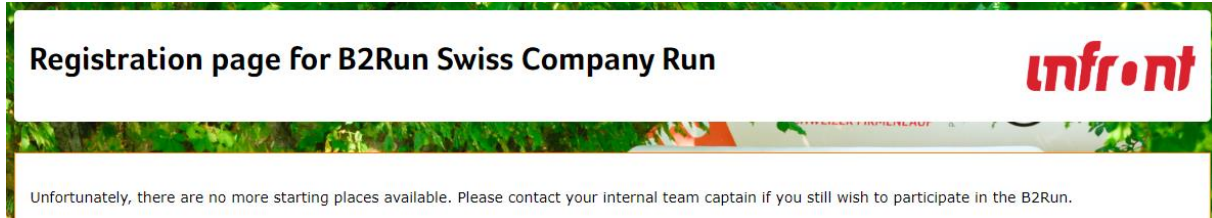
If you need to transfer a participant, you need to delete the current participant using the rubbish bin symbol at the end of that particular line. You can then register their replacement using the link to the team member registration page.

Important:

If you do the whole participant transfer process in the participation management section, you need to agree to the T&Cs and Privacy Policy on their behalf. An email address must be provided for each participant so that a registration confirmation can be sent to them.

What happens when I have filled all my starting places?

Once you have filled all your starting places, following message will appear to participants on their team member registration page.



It will then no longer be possible to register any more participants. Obviously, you can add more starting places at any time in the [online shop](#).

If you would like to amend this text, for example by adding your email address or specific information for your team, you can do this by selecting the “Team member registration page” menu item.

You can find more information on editing the text on your team member registration page in the section above on “How do I edit the text on my team member registration page?” on page 5.

Individual registration page upgrades

Do you need additional information from your colleagues (e.g. department, T-shirt size etc.)? Are you ordering T-shirts from us and need to add the list of sizes? Would you like to include your company logo or team photos from last year? Do you have an earlier, internal registration deadline? Contact us at info@b2run.ch.

How can I create the registration page in other languages?

The registration page is automatically created in the language set for your MyB2Run account. If you would like the registration page in another language, please contact us at info@b2run.ch. The registration pages can be created in German, French and English.