




DANCE WORLD CUP

UK
VIDEO QUALIFIER
GUIDE



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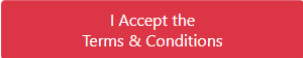
REGISTRATION

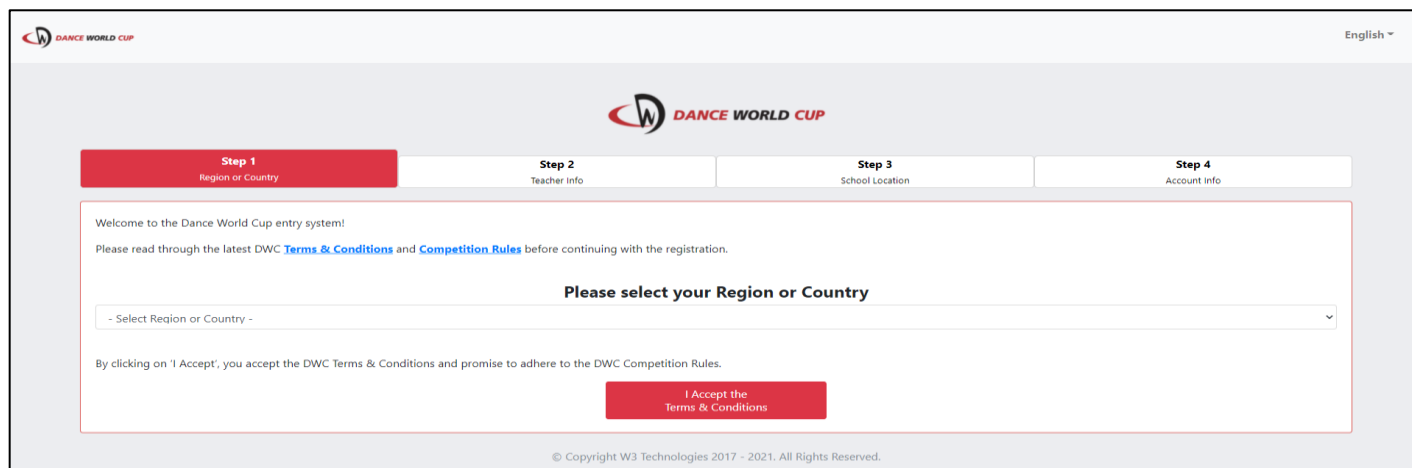
If this is your first time using the system, visit the following web address www.dwcentries.com and select the button  on the login page.

Note - The Entry System Registration is to be completed in 4 steps.

STEP 1


Select your country from the dropdown list and select the button

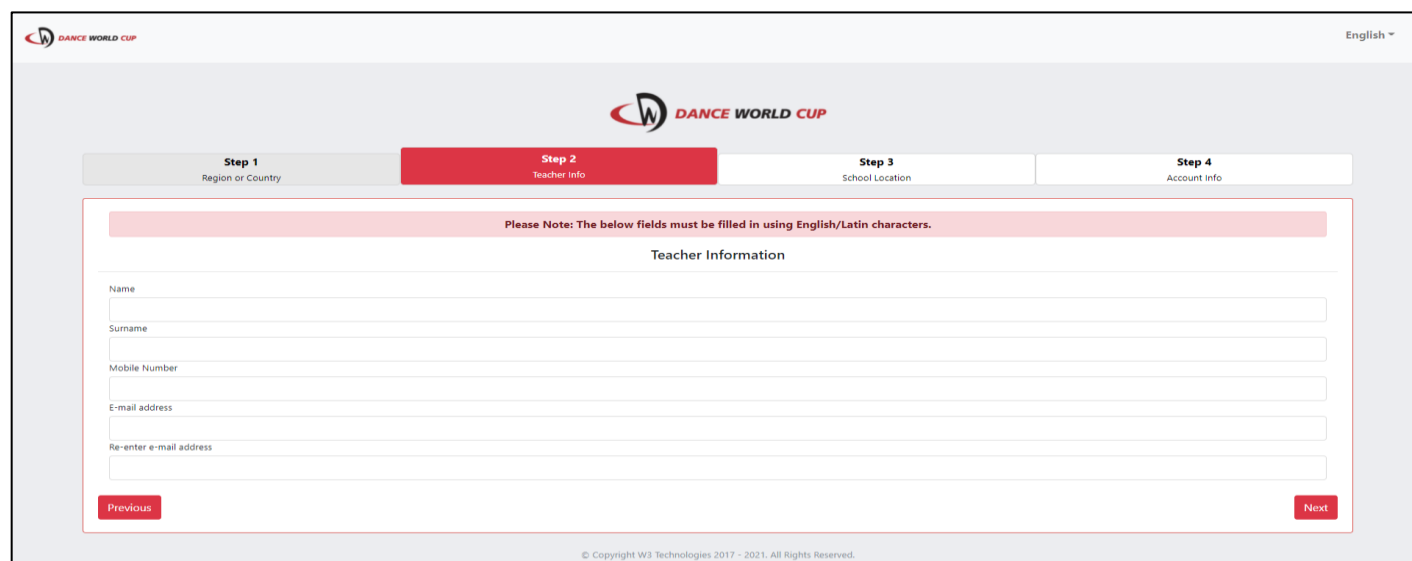




The screenshot shows the registration interface for the Dance World Cup. At the top, there is a navigation bar with the logo and the text "DANCE WORLD CUP" and a language dropdown set to "English". Below this is a progress indicator with four steps: Step 1 (Region or Country), Step 2 (Teacher info), Step 3 (School Location), and Step 4 (Account info). Step 1 is highlighted in red. The main content area contains a welcome message, a link to Terms & Conditions and Competition Rules, and a dropdown menu labeled "Please select your Region or Country" with the text "- Select Region or Country -". Below the dropdown is a red button labeled "I Accept the Terms & Conditions". At the bottom, there is a copyright notice: "© Copyright W3 Technologies 2017 - 2021. All Rights Reserved."

STEP 2

Complete the Teacher Information form by submitting your **Name, Surname, Mobile Number, E-mail address** and **repeating** your **E-mail address** for validation. Once all the information is added, select the button 

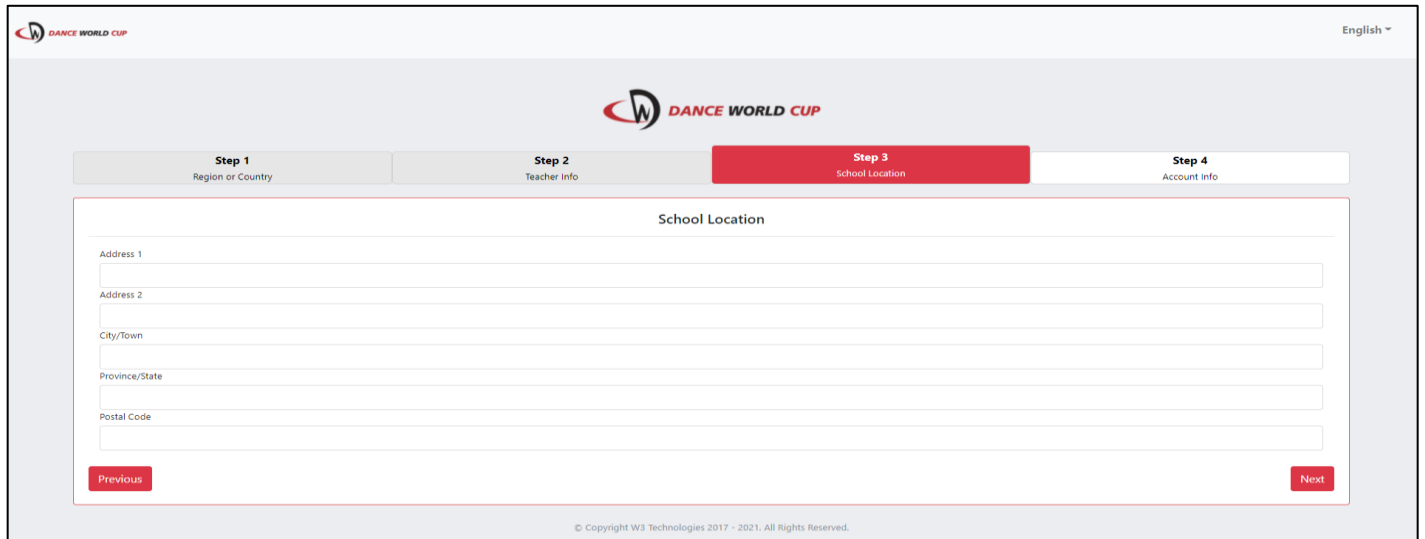


The screenshot shows the registration interface for the Dance World Cup, Step 2: Teacher Information. The progress indicator shows Step 2 (Teacher info) highlighted in red. The main content area contains a pink banner with the text "Please Note: The below fields must be filled in using English/Latin characters." Below this is a form titled "Teacher Information" with the following fields: Name, Surname, Mobile Number, E-mail address, and Re-enter e-mail address. At the bottom of the form are two red buttons: "Previous" and "Next". At the bottom of the page, there is a copyright notice: "© Copyright W3 Technologies 2017 - 2021. All Rights Reserved."

STEP 3


Complete the School Location form by submitting your **Address, City/Town, Province/State** and **Postal Code**.

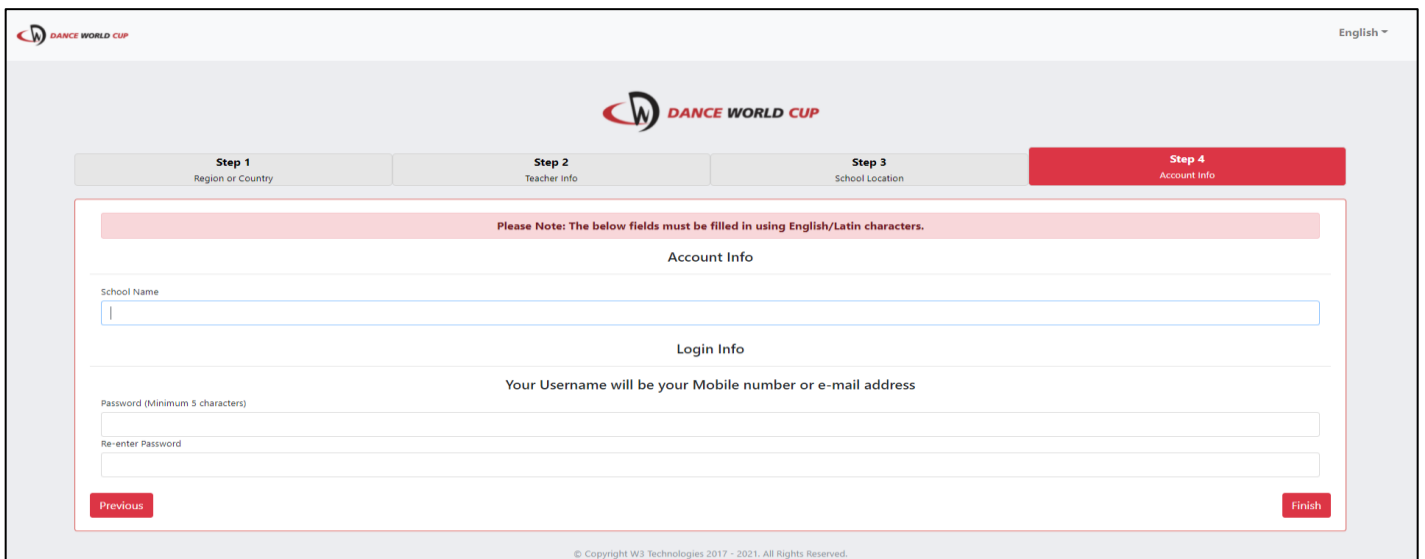
Once all information is added, select the button 



The screenshot shows the 'DANCE WORLD CUP' registration interface. At the top, there is a progress bar with four steps: Step 1 (Region or Country), Step 2 (Teacher Info), Step 3 (School Location), and Step 4 (Account Info). Step 3 is currently active and highlighted in red. Below the progress bar is a form titled 'School Location' with the following fields: Address 1, Address 2, City/Town, Province/State, and Postal Code. At the bottom of the form are 'Previous' and 'Next' buttons. The footer contains the copyright notice: '© Copyright W3 Technologies 2017 - 2021. All Rights Reserved.'


STEP 4

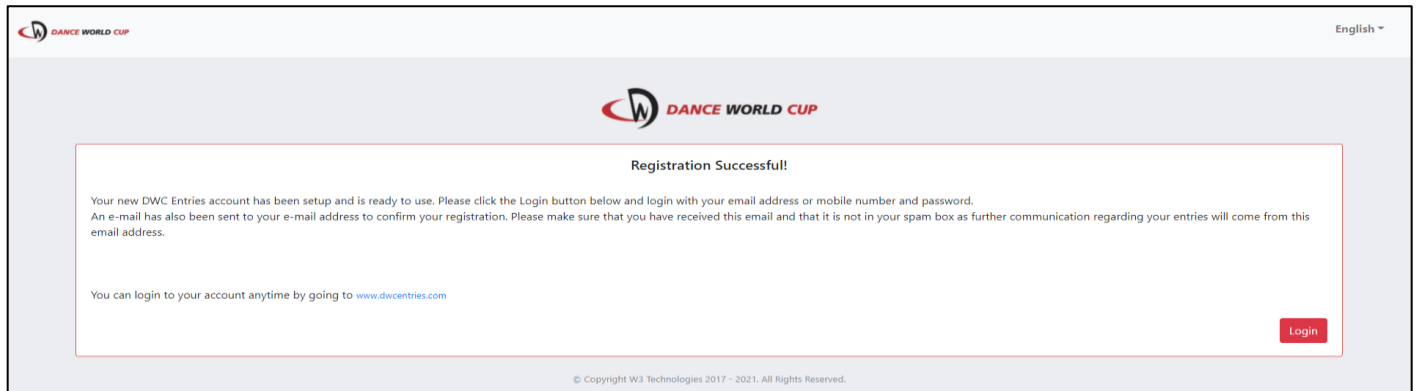
Complete the Account Information form by submitting your **School Name** as well as creating a **Password** (Minimum of 5 characters) and **Re-entering** your **Password** for validation. Once all information is added, select the button 



The screenshot shows the 'DANCE WORLD CUP' registration interface. The progress bar now highlights Step 4 (Account Info) in red. A pink banner at the top of the form reads: 'Please Note: The below fields must be filled in using English/Latin characters.' The form is titled 'Account Info' and contains two sections: 'School Name' with a single input field, and 'Login Info' with a note 'Your Username will be your Mobile number or e-mail address' and two input fields for 'Password (Minimum 5 characters)' and 'Re-enter Password'. At the bottom of the form are 'Previous' and 'Finish' buttons. The footer contains the copyright notice: '© Copyright W3 Technologies 2017 - 2021. All Rights Reserved.'

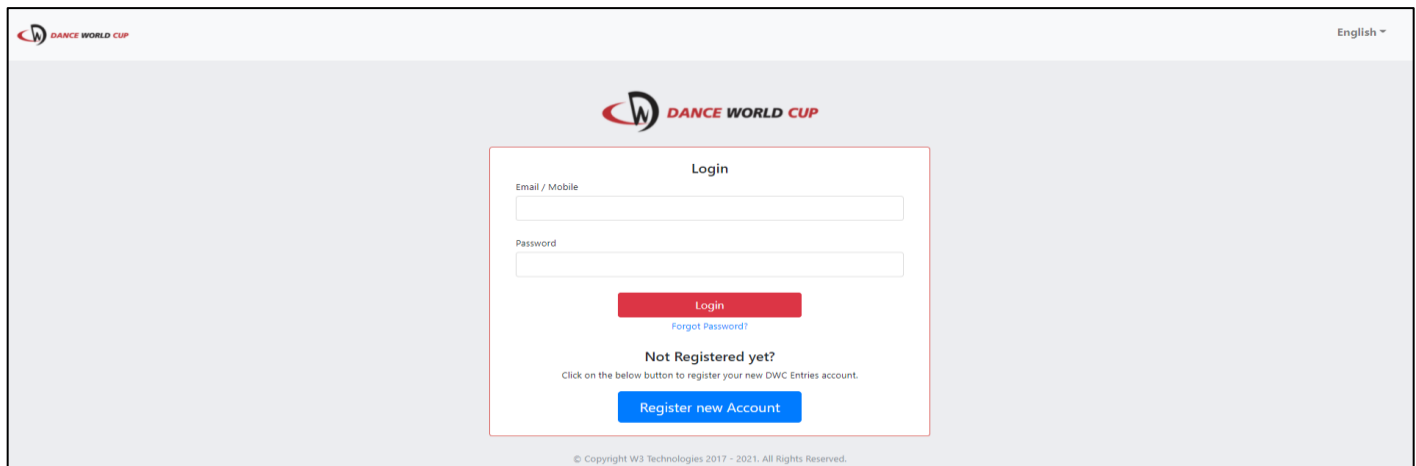
Once your registration is complete, you will receive an e-mail confirmation of your registration. Please make sure that you do receive this email and that it is not in your spam box, as further communication regarding your entries will come from the sent email address.

Select the button  to proceed to the login page of the DWC UK Entry System.

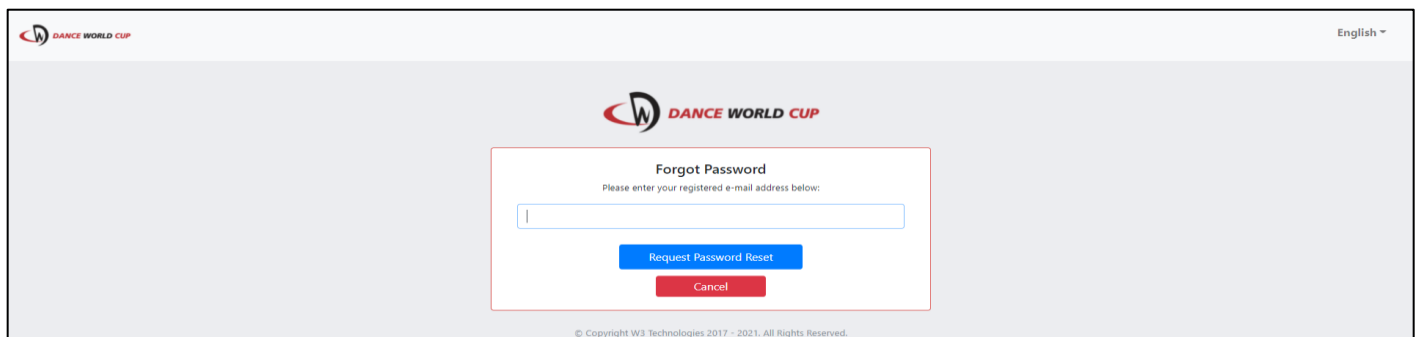


LOGIN

Enter your login details in the space provided.



Should you have forgotten your login details, please select the **Forgot Password** text, just below the Login button.



Enter your **registered e-mail** address and select the button

Request Password Reset

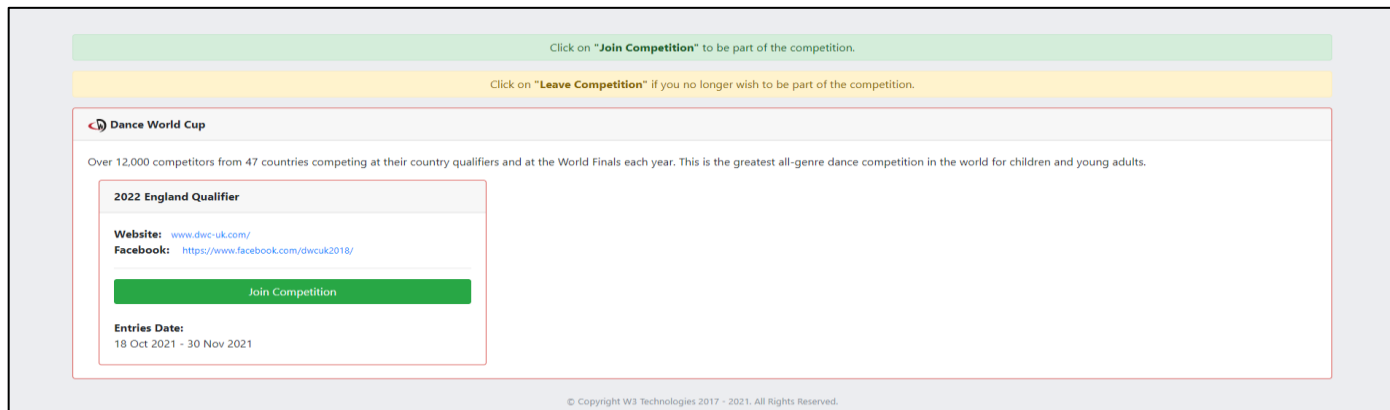
An e-mail will therefore be sent to your e-mail address with a link to reset your password. If you did not receive this email, please check your spam folder. The link in the email will be valid for **24 hours**.

Note - Should you have any issues with logging in to your DWC UK Entry System Account, please do not hesitate to contact the DWC Team of the following e-mail address: entries@dwcentries.com

DASHBOARD

Once you have logged into the DWC UK Entry System, you may now select a competition to join. In this guide, the **DWC UK Video Qualifiers** will be the topic of discussion.

Select the qualifier for the correct country by clicking the **Join Competition** button.



Note - The adding of entries is to be completed in 4 steps.

MANAGE DANCERS

STEP 1

Fill in the **Dancer's Details** form below. **Optionally** you can include the **contact details** of the dancer. If entered, the information will be used to help you send out competition entries and information to the dancer.


2022 England Qualifier

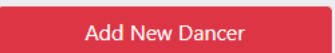
Step 1 Manage Dancers	Step 2 Manage Entries	Step 3 Confirmation	Step 4 Submission
---------------------------------	---------------------------------	-------------------------------	-----------------------------

Please Note: The below fields must be filled in using English/Latin characters.

<p style="text-align: center;">Dancer's Details</p> <p>Dancer Name <input type="text"/></p> <p>Dancer Surname <input type="text"/></p> <p>Date of Birth <input type="text" value="01"/> - <input type="text" value="1 - January"/> - <input type="text" value="2020"/></p> <p>Gender <input type="text" value="Female"/></p>	<p style="text-align: center;">Contact Details</p> <p><small>The below fields are Optional. But if entered, the information will be used to help you send out competition entries and information to the dancer.</small></p> <p>Contact E-mail <input type="text"/></p> <p>Contact Mobile <input type="text"/></p>
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Once the dancer's details and contact details are inserted, select the button  to add the current dancer's details and contact details.

Note – Repeat this process of adding more dancer details and contact details by selecting the button  each time you wish to add an additional dancer's details and contact details.

Click the button  to proceed to **STEP 2**.

MANAGE ENTRIES

Note - STEP 2 is to be completed in 3 sub steps.

Sub Step 1 of STEP 2

All **dancers** added in **STEP 1** will display in the **left block** under the Select Dancers heading. Select one or more dancers, by their **name** or **tick box** left of their name to enter them into an entry.

Selecting the button  will add the **selected** dancers.

Selecting the button  will add **all** dancers to the entry.

2022 England Qualifier

Step 1
Manage Dancers
Step 2
Manage Entries
Step 3
Confirmation
Step 4
Submission

Step 1
Add Dancers

Select Dancers

Search...

<input type="checkbox"/> Brandon Zandberg	24.08
---	-------

Step 2
Entry Details

Add →

Add All →

← Remove

← Remove All

Step 3
Confirmation

Entered Dancers

Search...

No Dancers Entered

Cancel
Continue

Below is an example of where a dancer was entered into an entry.

2022 England Qualifier

Step 1
Manage Dancers
Step 2
Manage Entries
Step 3
Confirmation
Step 4
Submission

Step 1
Add Dancers

Select Dancers

Search...

No Dancers Found

Step 2
Entry Details

Add →

Add All →

← Remove

← Remove All

Step 3
Confirmation

Entered Dancers

Search...

<input checked="" type="checkbox"/> Brandon Zandberg	24.08
--	-------

Cancel
Continue

In the same way, you can remove one or more dancers from an entry, by selecting the button

← Remove

to remove the **selected** dancers or alternatively by selecting the button

← Remove All

to remove **all** dancers from an entry.

Select the button

Continue

to proceed.

Sub Step 2 of STEP 2

The system will identify under which age category the entry will fall under. Complete the Entry Details form by submitting the **Entry Title** and the **Class** via the dropdown.

2022 England Qualifier

Step 1 Manage Dancers **Step 2 Manage Entries** Step 3 Confirmation Step 4 Submission

Please Note: The below fields must be filled in using English/Latin characters.

Step 1 Add Dancers **Step 2 Entry Details** Step 3 Confirmation

This entry will fall under **Senior Solo**

Entry Details

Entry Title

Class

[Go Back](#) [Cancel](#) [Continue](#)

Select the button [Continue](#) to proceed.

Sub step 3 of STEP 2

Please ensure that the information submitted is correct. You can return to any of the previous steps by selecting the button [Go Back](#)

2022 England Qualifier

Step 1 Manage Dancers **Step 2 Manage Entries** Step 3 Confirmation Step 4 Submission

Step 1 Add Dancers Step 2 Entry Details **Step 3 Confirmation**

Class: **SnSH - Senior Solo Street Dance**
 Title: **Scooby Doo**
 Age: **24.08**

Dancer (1)

Name	Surname	Date of Birth	Age on 1 Jan	Gender
Brandon	Zandberg	11-04-1997	24.08	Male

[Go Back](#) [Cancel](#) [Confirm](#)

Should the information be correct, select the button [Confirm](#) to proceed.

2022 England Qualifier

Step 1 Manage Dancers **Step 2 Manage Entries** Step 3 Confirmation Step 4 Submission

[Add New Entry](#) [Confirm Entries](#)
Proceed to Step 3



Videos for each routine can be uploaded after all of your entries have been submitted

Total Entries - 1 Entry

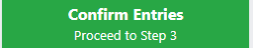
Solo (1 Entry)

#	Entry Name	Dancers	Class	Age	
193	Scooby Doo	Brandon Zandberg	SnSH - Senior Solo Street Dance	24.08	✎ 🗑️

Note – Repeat this process of adding more entries by selecting the button [Add New Entry](#) each time you wish to add an additional entry.

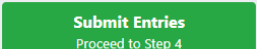
A short summary of your total entries will be displayed on the page. Select the  icon to **edit** an entry, or the  icon to **remove** an entry. This can be done for each entry listed.

Note - Videos for each routine can be uploaded after all your entries have been submitted.

Select the button  to proceed to **STEP 3**.

CONFIRMATION


STEP 3


Dancers entered as well as the total entries will be displayed for you to view. Please ensure the information is correct **before** selecting the button .

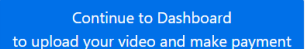
Selecting the button will submit your entries to the DWC Team and therefore, you may proceed to upload the video and make payment of your entries.

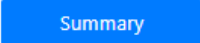


SUBMISSION

STEP 4

You can print a summary of your total entries, by selecting the button .

2022 England Qualifier						
Step 1 Manage Dancers	Step 2 Manage Entries	Step 3 Confirmation	Step 4 Submission			
Your Entries have been submitted for the Dance World Cup 2022 England Qualifiers.						
You can click on the "Continue to Dashboard" button below to upload your videos.						
Continue to Dashboard to upload your video and make payment 						
Summary						
Total Membership Fees		£12.00				
Total Entries		£10.00				
Total Fees		£22.00				
Dancers Entered (1 Dancer)						
#	Name	Surname	Date of Birth	Age on 1 Jan	Gender	
EN22724	Brandon	Zandberg	11-04-1997	24.08	Male	
Total Entries - 1 Entry						
Solo (1 Entry)						
#	Entry Name	Dancers	Class	Age		
193	Scooby Doo	Brandon Zandberg	SNH - Senior Solo Street Dance	24.08		

Select the button  to proceed.

You will now see your total fees for your collective entries. Select the button  to view a summary of your total entry fees. You may select the button  to view various payment options available to you and by selecting the button  you may send proof of your payment to the DWC Team.

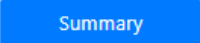

2022 England Qualifier

1 Routine Video Outstanding - Click here to upload

Total Membership Fees	£12.00
Total Entries	£10.00
Total Fees	£22.00
Payment Status	Unpaid

Summary
Bank Transfer Details
Upload Payment

£ 22 Outstanding

Below is an example of when selecting the button  to view a summary of the total entries submitted. (The  button as seen in the example below, will be explained in detail later)

2022 England Qualifier

Return to Entries
Print

Summary

Total Membership Fees	£12.00
Total Entries	£10.00
Total Fees	£22.00

Dancers Entered (1 Dancer)

#	Name	Surname	Date of Birth	Age on 1 Jan	Gender
EN22724	Brandon	Zandberg	11-04-1997	24.08	Male

Total Entries - 1 Entry

Solo (1 Entry)

#	Entry Name	Dancers	Class	Age	Video
193	Scooby Doo	Brandon Zandberg	SnSH - Senior Solo Street Dance	24.08	Upload VIDEO

Return to Entries
Print

Below is an example of when selecting the button  to view the bank transfer information.

2022 England Qualifier

Bank Transfer Details

Bank Account Details

Account Name	Dance World Cup UK Ltd
Account Number	73761541
Sort code	20-12-80
Reference	DWC-EN-AODWTS

Below is an example of when selecting the button  to upload proof of payment.


2022 England Qualifier

Upload Proof of Payment

Maximum file size: 10MB
Allowed Video Formats: pdf, jpg, jpeg, png

Click here or Drop files here to upload

Note – The allowed formats for proof of payment are PDF, JPG, JPEG, PNG.


Coming back to this page, Select the link in red  to proceed to uploading videos for your entries.

2022 England Qualifier

[1 Routine Video Outstanding - Click here to upload](#)

Total Membership Fees	£12.00
Total Entries	£10.00
Total Fees	£22.00
Payment Status	Unpaid

[Summary](#) [Bank Transfer Details](#) [Upload Payment](#)

 **£ 22** Outstanding



You will be directed to the following page:

2022 England Qualifier

[Add New Entry](#) [Print](#) [Summary](#)




Total Entries - 1 Entry

Solo (1 Entry)

#	Entry Name	Dancers	Class	Age	Video	
193	Scooby Doo	Brandon Zandberg	SnSH - Senior Solo Street Dance	24.08	Upload VIDEO	 

[Print](#) [Summary](#)

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Select the button  to proceed to the video uploader page. You are still able to edit your entry by selecting the icon  or removing the entry by selecting the icon 

VIDEO UPLOADER



Click or **drag and drop** your **video** in the space provided. Please note a **maximum** file size of **200MB** and formats of **MP4, AVI WMV, MOV** and **MKV** are permitted.

The screenshot shows the '2022 England Qualifier' video uploader interface. At the top, the title is 'Scooby Doo'. Below that, the class is 'SnSH - Street Dance Solo Senior' and the age is '24.08'. The central area is labeled 'Video' and contains a large dashed box with the text 'Click here or Drop video here to upload'. To the left of this area, it states 'Maximum file size: 500MB' and 'Allowed Video Formats: mp4, avi, wmv, mov, mkv'. At the bottom, there is a form with five fields: 'Name' (Brandon), 'Surname' (Zandberg), 'Date of Birth' (11-04-1997), 'Age on 1 Jan' (24.08), and 'Gender' (Male). A red 'Done' button is located in the bottom right corner. A copyright notice '© Copyright W3 Technologies 2017 - 2021. All Rights Reserved.' is at the very bottom.

Once you have selected the video to upload, you will receive the below message on your screen:

This screenshot shows the same video uploader interface as above, but with a processing message overlay. The message box in the center says 'Your Upload is being processed.' with a red loading icon and 'Please be patient as this could take a few minutes.' Below the message is a blue progress bar. The rest of the interface, including the title, class, age, video upload area, and user details form, remains the same as in the previous screenshot.

Wait for this process to finish. You should see the uploaded video display in the middle of your screen.

You can delete or download the video by selecting the  icon to download the video or the  icon to delete the video. Select the button  once the video has been uploaded.

2022 England Qualifier

Add New Entry

Print
Summary

Total Entries - 1 Entry

Solo (1 Entry)

#	Entry Name	Dancers	Class	Age	Video	
193	Scooby Doo	Brandon Zandberg	SnSH - Senior Solo Street Dance	24.08	Manage VIDEO	✎ 🗑

Print
Summary

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Select the button Manage VIDEO to manage your video submission. You can edit your video submission by selecting the ✎ icon to edit or the 🗑 icon to delete it.

STATEMENT

After your video entry submissions have been completed and payment has been made. You may review your DWC UK Video Qualifier submissions by selecting the Statement option in the navigation bar of the entry system.

Full Statement

The full statement offers a **complete summary invoice** of your entry submissions in order of date submission. You can provide proof of payment at any time should you have not done so earlier, by dragging your document into the space provided or clicking within the space provided. Please note that with all proof of payment, the allowed formats are **PDF, JPG, JPEG** and **PNG**. With a **maximum** file size of **10MB**.

Summary Statement

The summary statement offers a **totals summary** for each entry type as well as registration fees included. You can provide proof of payment at any time should you have not done so earlier, by dragging your document into the space provided or clicking within the space provided. Please note that with all proof of payment, the allowed formats are **PDF, JPG, JPEG** and **PNG**. With a **maximum** file size of **10MB**.

Note - This concludes the instruction guide of how to enter, manage, and submit entries for the UK Video Qualifier.