

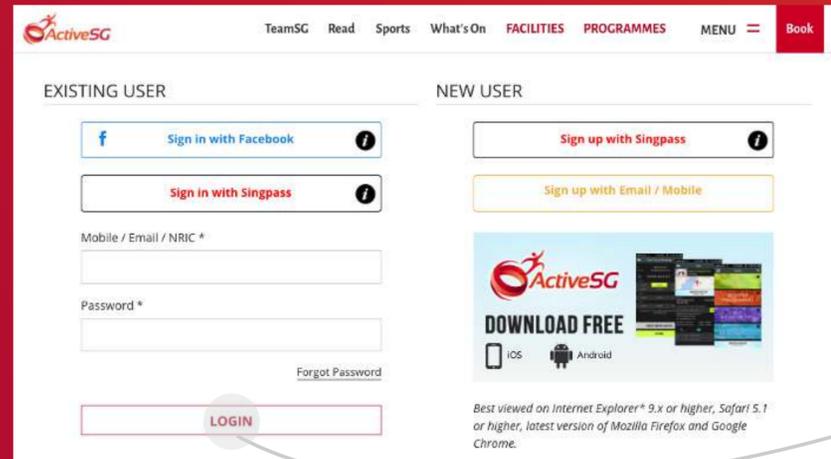
USER GUIDE: DOWNLOAD SWMSAFER E-CERTIFICATE

01 Login to ActiveSG

Go to <https://members.myactivesg.com/auth>

Login using your child's ActiveSG account.

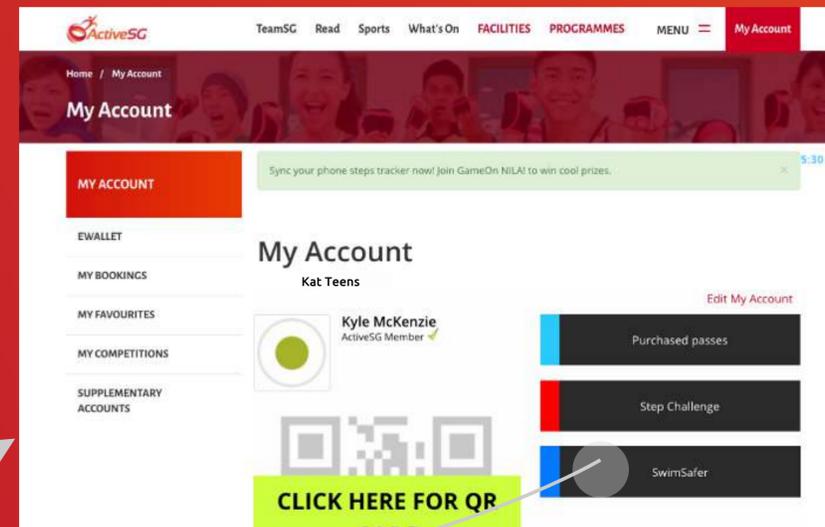
If your child has no account, kindly proceed to sign up.



02 Enter SwimSafer Page

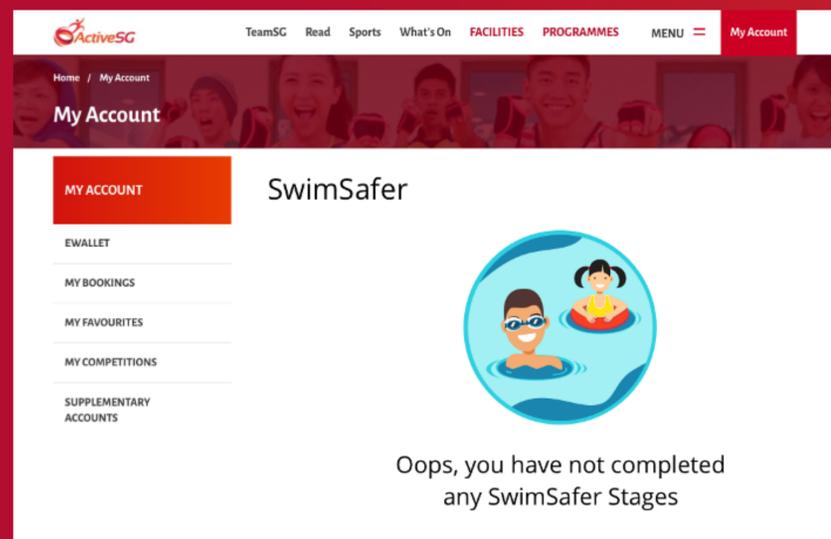
After login / sign-up, you will land on 'My Account' Page.

Click 'SwimSafer'.

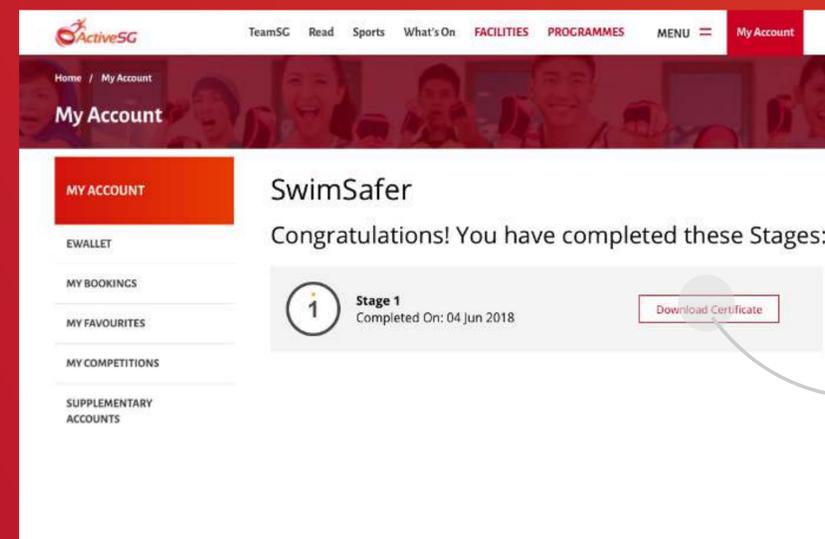


03 View SwimSafer Stages

If your child has yet to complete any stages, the page as shown below will be displayed.

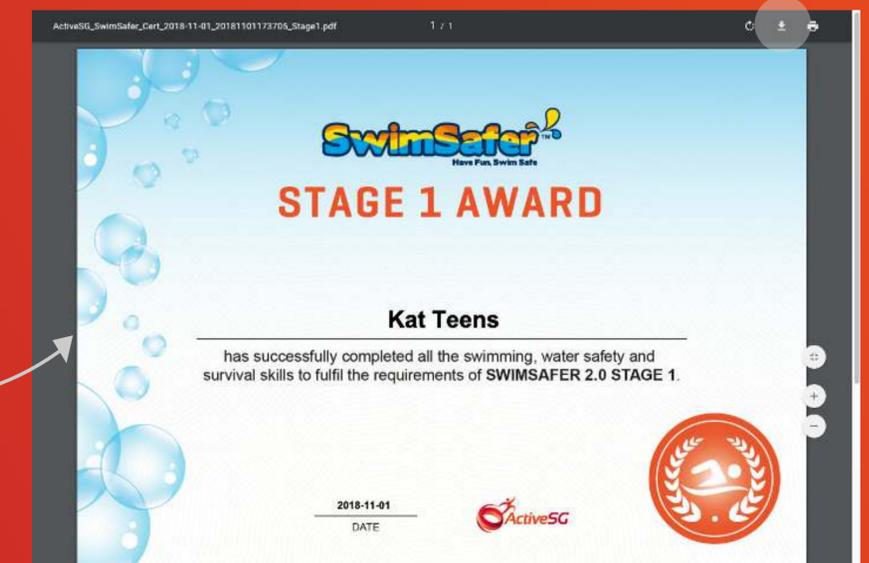


If your child has completed at least 1 stage, the completed stage(s) will be displayed. Click 'Download Certificate' to preview.



04 Preview & Download Certificate

Click the 'arrow down' icon at the top right corner to download your child's SwimSafer Certificate.



USER GUIDE: HOW TO SIGN UP AN ACOOUNT VIA ACTIVESG WEB USING EMAIL / MOBILE

01 Visit ActiveSG Website

Go to <https://members.myactivesg.com/auth>

Click 'Sign up with Email / Mobile' under new user.

The screenshot shows the ActiveSG website's login and sign-up interface. On the left, under 'EXISTING USER', there are buttons for 'Sign in with Facebook' and 'Sign in with Singpass', and input fields for 'Mobile / Email / NRIC *' and 'Password *'. On the right, under 'NEW USER', there are buttons for 'Sign up with Singpass' and 'Sign up with Email / Mobile'. Below the 'Sign up with Email / Mobile' button is a 'DOWNLOAD FREE' banner for the ActiveSG app, with links for 'iOS' and 'Android'. A 'LOGIN' button is at the bottom left. The page also includes a 'Forgot Password' link and a footer with browser compatibility information.

02 Create Account

Fill up the form & click 'SIGN UP'.

The screenshot shows the 'CREATE ACCOUNT' form on the ActiveSG website. It includes a 'Retrieve MyInfo' button, a 'Profile Photo (Optional)' upload field, and a 'Mobile No.' field. The form has several required fields: 'Full Name *', 'Select an ID Type *' (with a dropdown menu), 'ID Number', 'Gender *' (with a dropdown menu), 'Birth Date *' (with dd, MM, and YYYY dropdowns), 'Citizenship Status *' (with a dropdown menu), 'Race *' (with a dropdown menu), 'Employment Status *' (with a dropdown menu), and 'Postal Code *'. There are also fields for 'Email *', 'Password (Min. 8 alphanumeric characters) *', and 'Confirm Password'. A 'DECLARATION' section contains a checkbox for 'I have read and agree to Sport Singapore's (Singapore Sports Council) Terms & Conditions.' and an 'Optional' section for receiving updates via SMS or Phone Call. A 'SIGN UP' button is at the bottom right, with a 'Back to Sign in' link below it.

If your child is below 12 years old, he/she will need your consent.

You will fill up your particulars to give consent, then click 'SIGN UP'.

The screenshot shows the consent form for children on the ActiveSG website. It includes fields for 'Full Name *', 'Email *', 'Select an ID Type *' (with a dropdown menu), 'Singapore NRIC / Birth Cert. No.' (with a dropdown menu), 'Gender *' (with a dropdown menu), 'Birth Date *' (with dropdowns for day, month, and year), 'Citizenship Status *' (with a dropdown menu), 'Race *' (with a dropdown menu), 'Employment Status *' (with a dropdown menu), and 'Postal Code *'. There are also fields for 'Password (Min. 8 alphanumeric characters) *' and 'Confirm Password'. A 'PARENT/LEGAL GUARDIAN CONSENT' section contains a checkbox for 'I consent to my child/ward to be a member of ActiveSG and agree to the Terms & Conditions.' and an 'Optional' section for receiving updates via SMS or Phone Call. A 'DECLARATION' section contains a checkbox for 'I, the above named parent/guardian, consent to my child/ward receiving updates on the latest news, promotions and events from ActiveSG via (you may)'. A 'SIGN UP' button is at the bottom right.

03 Enter OTP

Enter the OTP and click 'SUBMIT'.

The screenshot shows the 'VALIDATE YOUR ACCOUNT' page on the ActiveSG website. It includes a message: '* A one time password (OTP) has been sent to mobile number 83661032. The OTP will expire in 5 minutes.' Below this is a 'OTP Code' input field and a 'SUBMIT' button. There is also a 'RENEW OTP' button. The page features the 'iAPPS' logo and a 'Sport SINGAPORE' logo. A 'SUBSCRIBE' section offers to subscribe to 'The Play Times' newsletter. A 'CONTACT' section provides the address and phone number of Sports Singapore. The footer includes the Singapore Sports Council logo and copyright information.

04 Sign up - Success

You have created an account for your child.

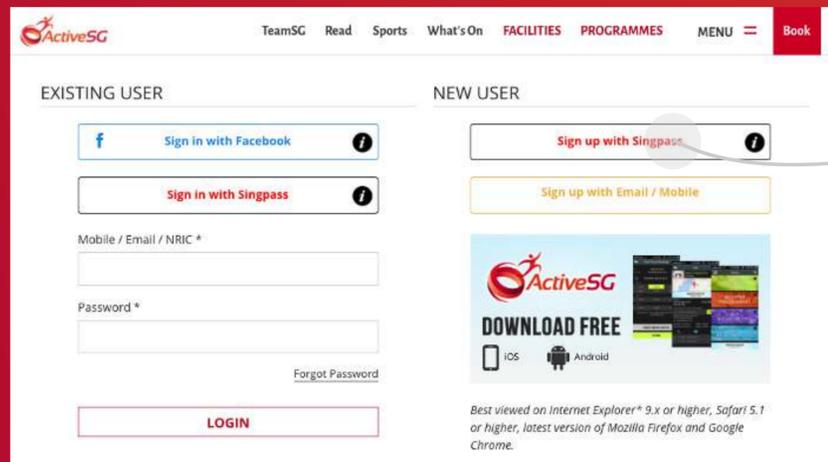
The screenshot shows the 'My Account' page on the ActiveSG website. It features a navigation menu with 'MY ACCOUNT', 'EWALLET', 'MY BOOKINGS', 'MY FAVOURITES', 'MY COMPETITIONS', and 'SUPPLEMENTARY ACCOUNTS'. The main content area displays the user's name 'Kyle McKenzie' and 'ActiveSG Member'. There are buttons for 'Edit My Account', 'Purchased passes', 'Step Challenge', and 'SwimSafer'. A QR code is visible at the bottom with the text 'CLICK HERE FOR QR CODE'. The page also includes a notification banner about syncing phone steps and a 'GameOn NILAI' promotion.

USER GUIDE: HOW TO SIGN UP AN ACOOUNT VIA ACTIVESG WEB USING SINGPASS

01 Visit ActiveSG Website

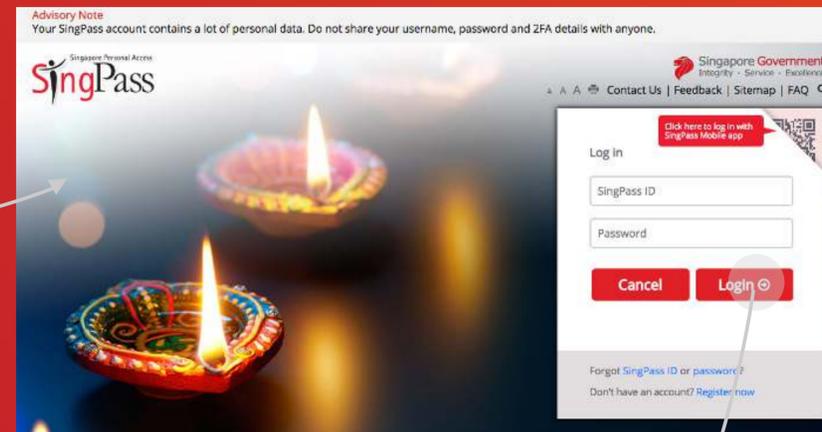
Go to <https://members.myactivesg.com/auth>

Click 'Sign up with SingPass' under new user.



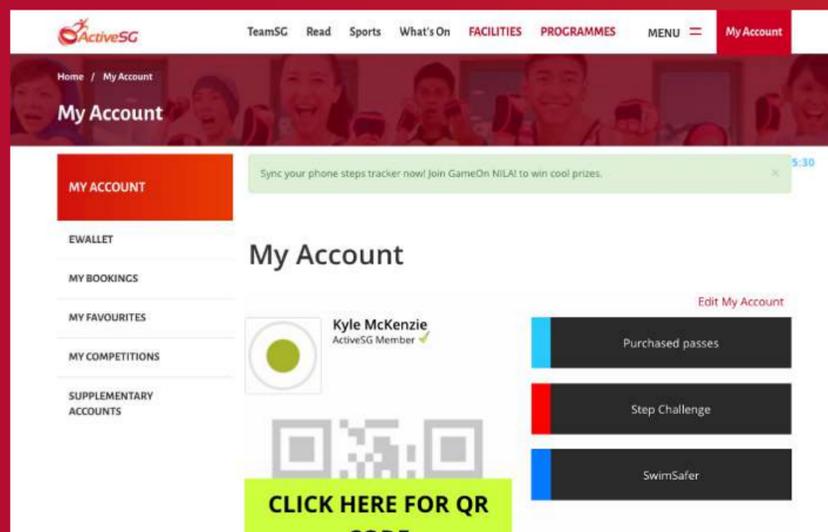
02 Log in to SingPass

Log in to SingPass using your child's SingPass ID and Password.



03 Sign up - Success

You have created an account for your child.



USER GUIDE: HOW TO ADD A SUPPLEMENTARY ACCOUNT

01 Log In to ActiveSG

Go to <https://members.myactivesg.com/auth>

Log In to your account.

02 Enter Supplementary Account Page

After login, you will land on 'My Account' Page.

Click 'SUPPLEMENTARY ACCOUNTS' on the left.

03 Add Supplementary Account

Click 'Add supplementary account'.

04 Enter Supplementary Account Details

Complete step 1 & click 'Next'.

Complete step 1 & click 'Submit'.

05 Supplementary Account Added

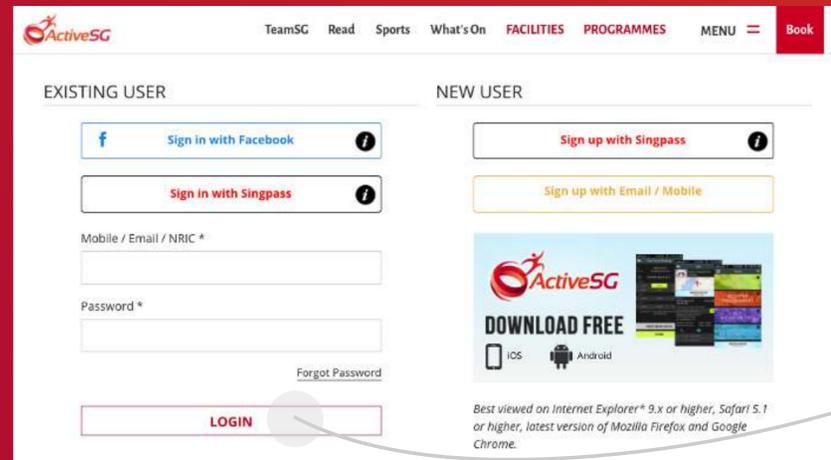
You'll be directed to the supplementary account page with the newly added supplementary account.

USER GUIDE: HOW TO CHANGE TO SUPPLEMENTARY ACCOUNT WHEN LOG-IN WITH PARENT'S ACCOUNT

01 Log In to ActiveSG

Go to <https://members.myactivesg.com/auth>

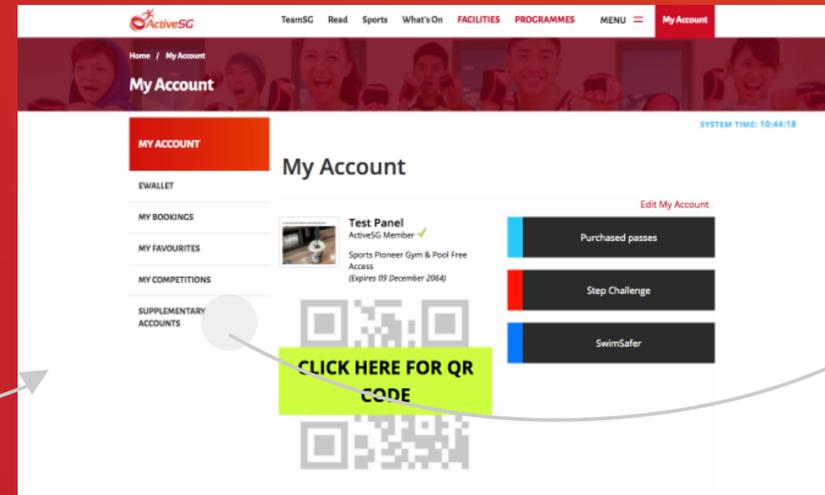
Log In to your account



02 Enter Supplementary Account Page

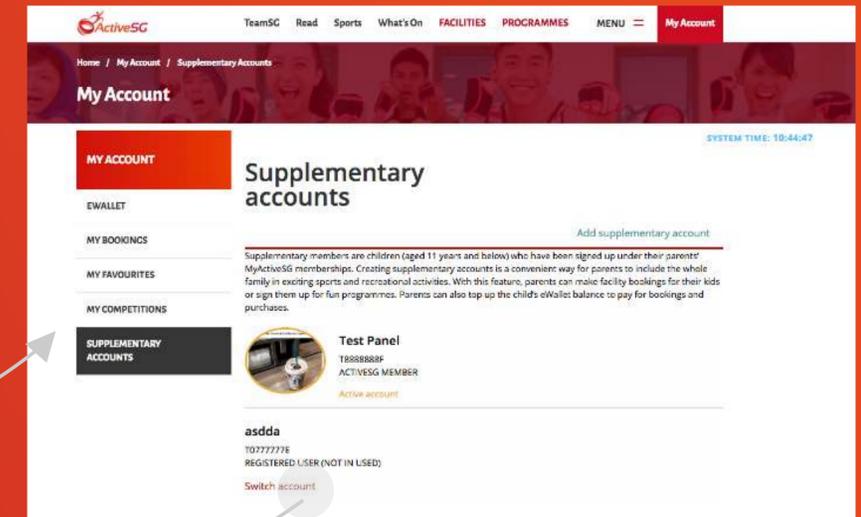
After login, you will land on 'My Account' Page.

Click 'SUPPLEMENTARY ACCOUNTS' on the left



03 Switch to Supplementary Account

Click 'Switch account' of your child's supplementary account.



04 Switch account - Success

You will see your child's supplementary account is now active.

