Ice Mile Applications

FOR DUMMIES

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Preparation is key

Before you apply for ratification of your Ice Mile, there's a few things you can upload to the site first, that will help make the application process a lot smoother. The following can be JPEG, PNG, PDF, BMP, GIF or MS Word Files only. Save these either to Dropbox, or as images on your PC / Tablet. If I've lost you already, I'll simplify it further. Take a picture of your forms or get them scanned on. When they're in your computer, just hover your mouse over the image, it'll tell you what format your picture is in.

You will need:

- ECG Results
- Medical Form including signed and stamped Drs section.
- Swim Your Swim application form
- NOTE: The website will ask you for medical insurance, but as this is an international website, and we have the NHS, you don't need to include this.

Register on the IISA Website (If you haven't already)

Go to www.internationaliceswimming.com and click on register. Follow the steps to register and complete the verification steps requested. (Note: Physical address is the same as your home address – it's where you live)
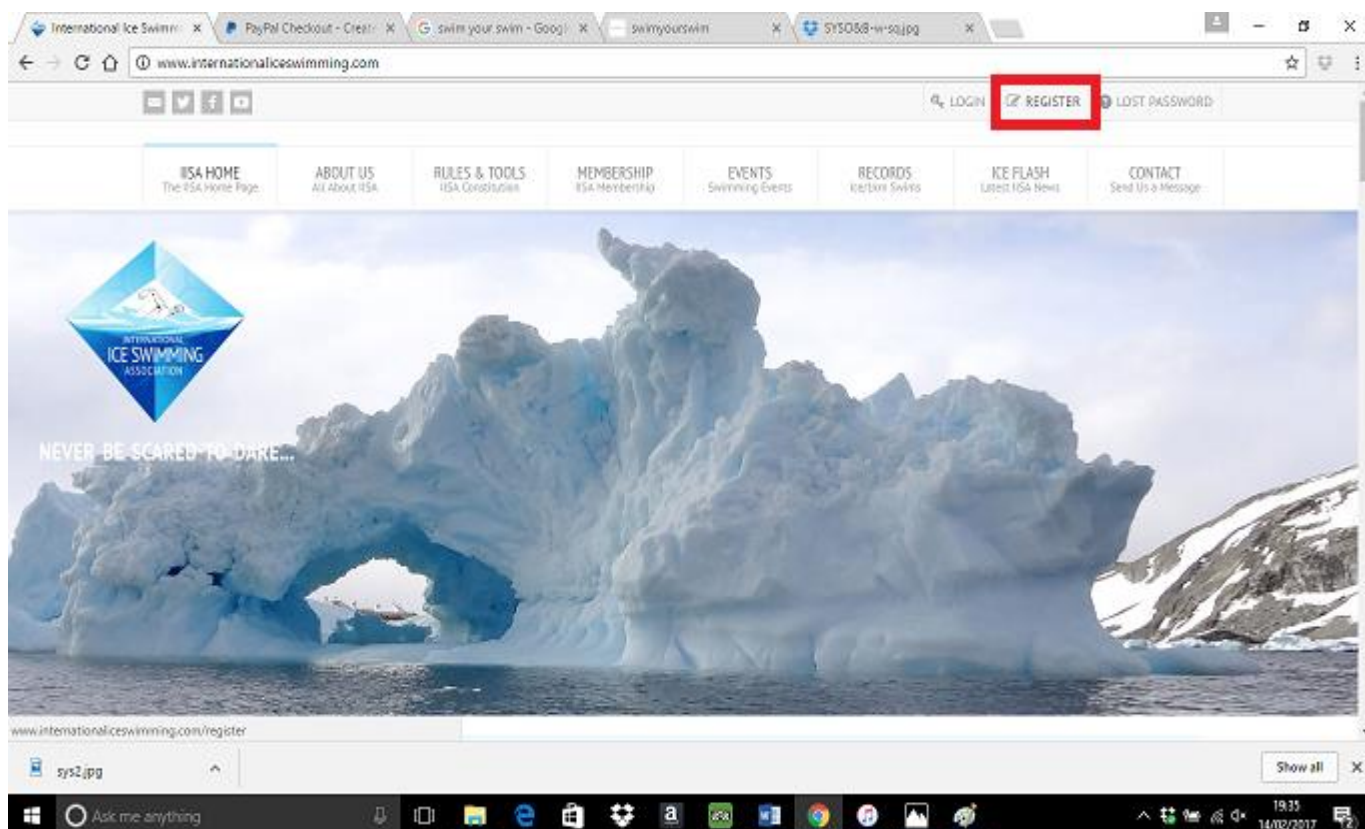
Register your qualifying swim

Once you've logged in, go to the "Add/view qualifying swims" section. Add the relevant details, and ensure you fill in all boxes. (Don't worry about wind chill, leave that at 0.00 if there was no reading. If you want to include this, you can take the reading from any weather app. It isn't essential to ratify your swim, but IISA are collating this data if it's available.) Your qualifying swim must be able to be ratified by an IISA member. You can select them from the drop down list on the observer section.
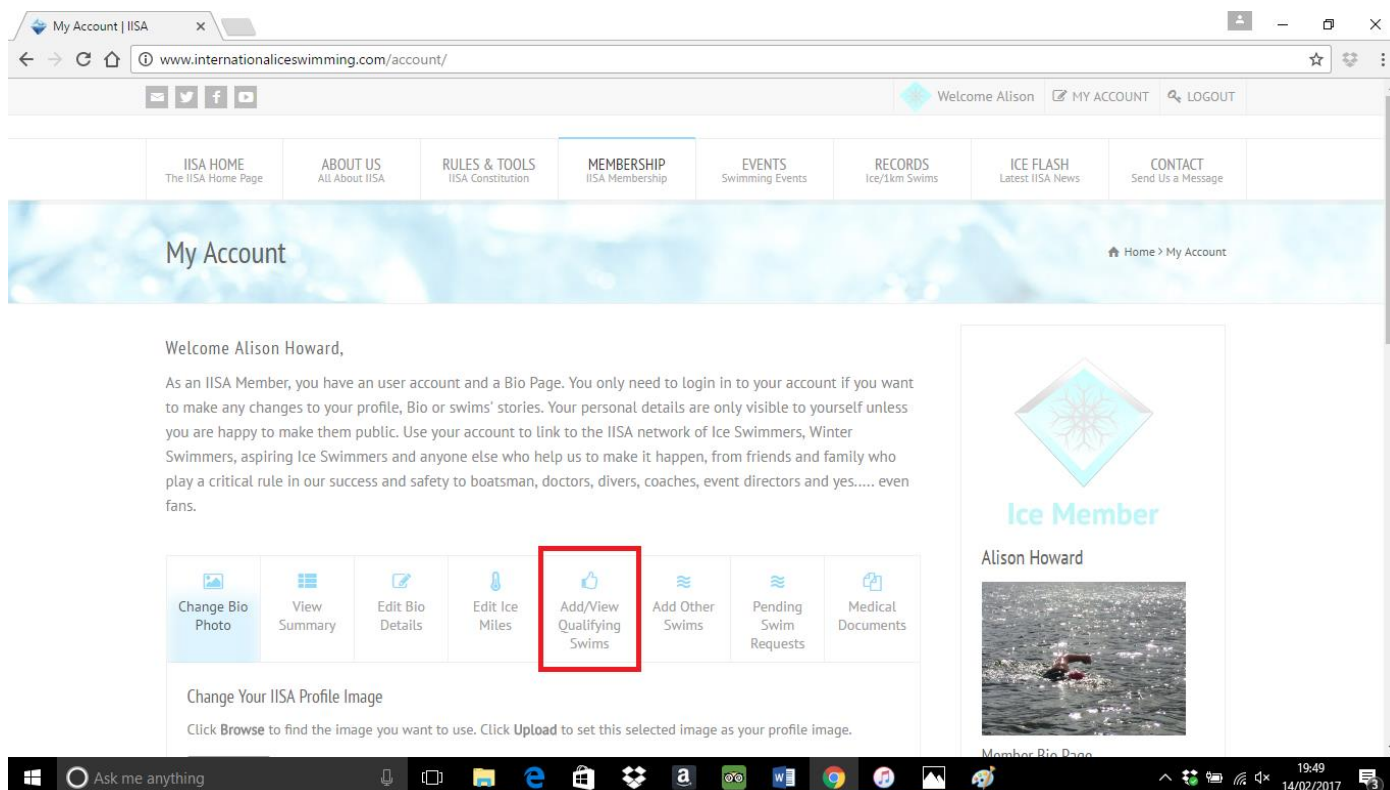

Once you've filled in all the boxes you MUST select "Confirm". This will automatically send an email to your observer, who will be able to ratify your qualifying swim. THIS HAS TO BE COMPLETED AND SHOW AS APPROVED BEFORE YOU CAN SUBMIT YOUR ICE MILE APPLICATION.

Uploading your medical documents onto the website

Once you have your medical documents saved as images onto your computer or tablet, you'll need to upload them onto the IISA website before you can submit the application.

From the "My Account" section of the IISA website, click on the far right box of the menu options labelled "Medical Documents"

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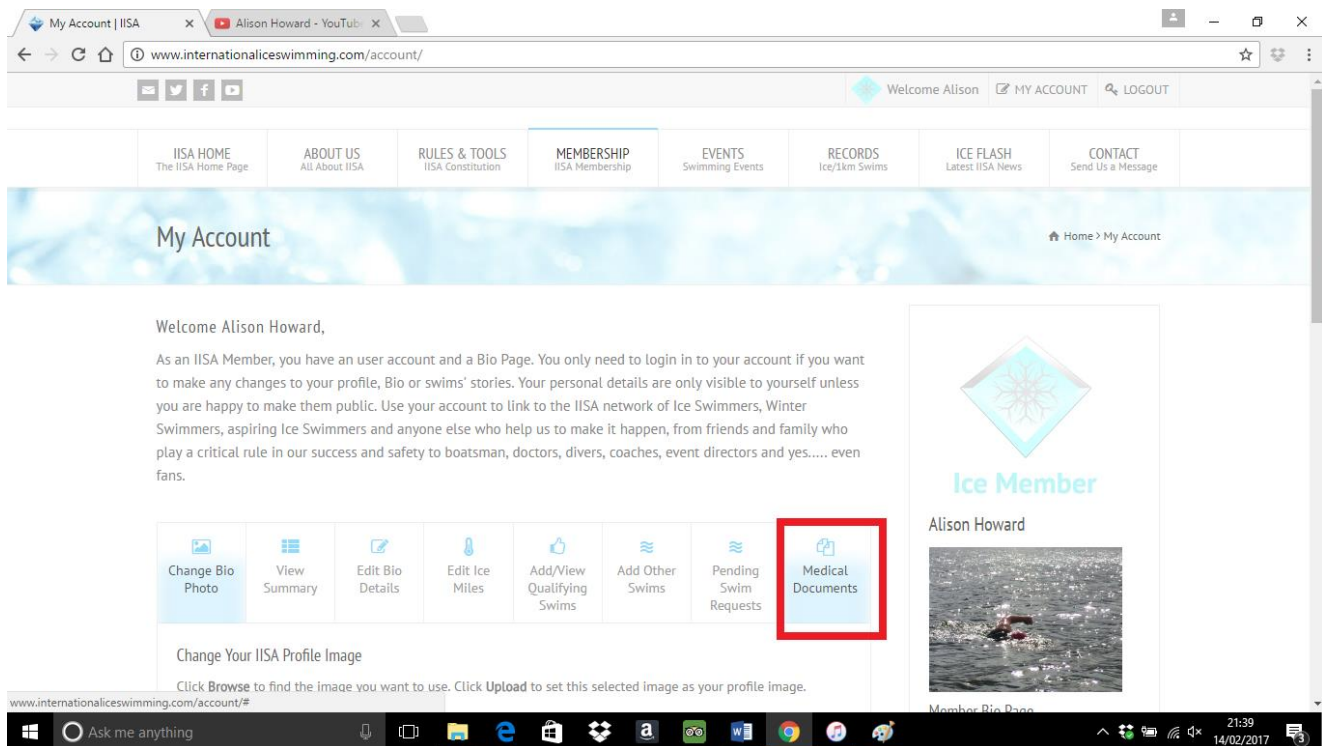
Here you have the option of uploading 3 pictures. From the pictures you have previously saved, please upload these to the site. The upload date should change automatically, and when completed, it should look like this . . .
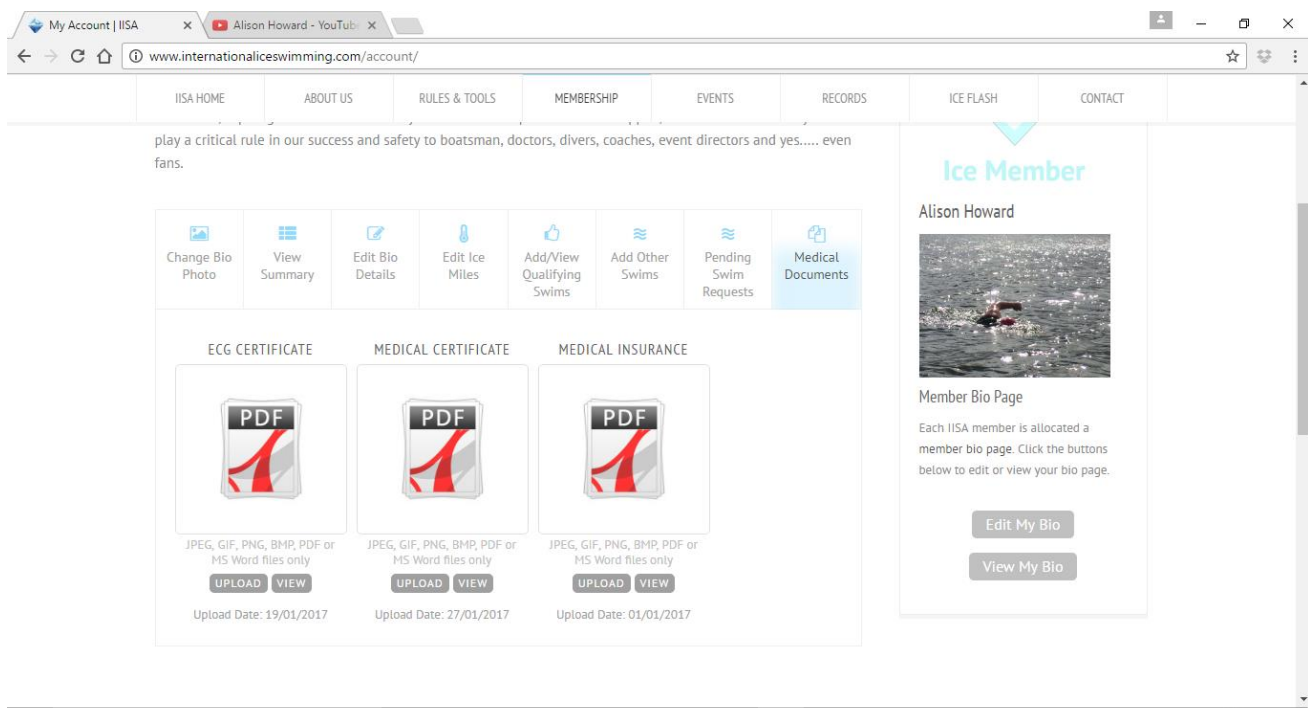
NOTE : Please make sure you save your changes. There have been some issues with the website of late, but these appear to be sorted. Please be patient when uploading documents, they can take some time.

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Getting your photos / videos from the day

At Swim Your Swim, we have a Dropbox that all your photos and videos from the day will be uploaded to. You will be sent a link after your swim to access your file. This will have all the necessary pictures you'll need for submission such as; water temperature, air temperature, the course layout, and more importantly, evidence of your swim! All pictures and videos should be available by 7pm of the day of your swim.

Getting your videos on to YouTube.

If you have a YouTube account already, just log in. If you haven't, go to www.youtube.com and create an account. It literally takes a matter of seconds, and once you've got it, you'll be able to use it to store and upload your favourite videos on the net. Just FYI – this one makes me laugh every time . . . https://www.youtube.com/watch?v=K3tNgwQwKK4. Once you've finished laughing at some playful pandas, you're ready to get back to the serious business of ratifying your Ice Mile.

To upload your videos onto YouTube, click on the "Upload" button, located near the top right of the screen.
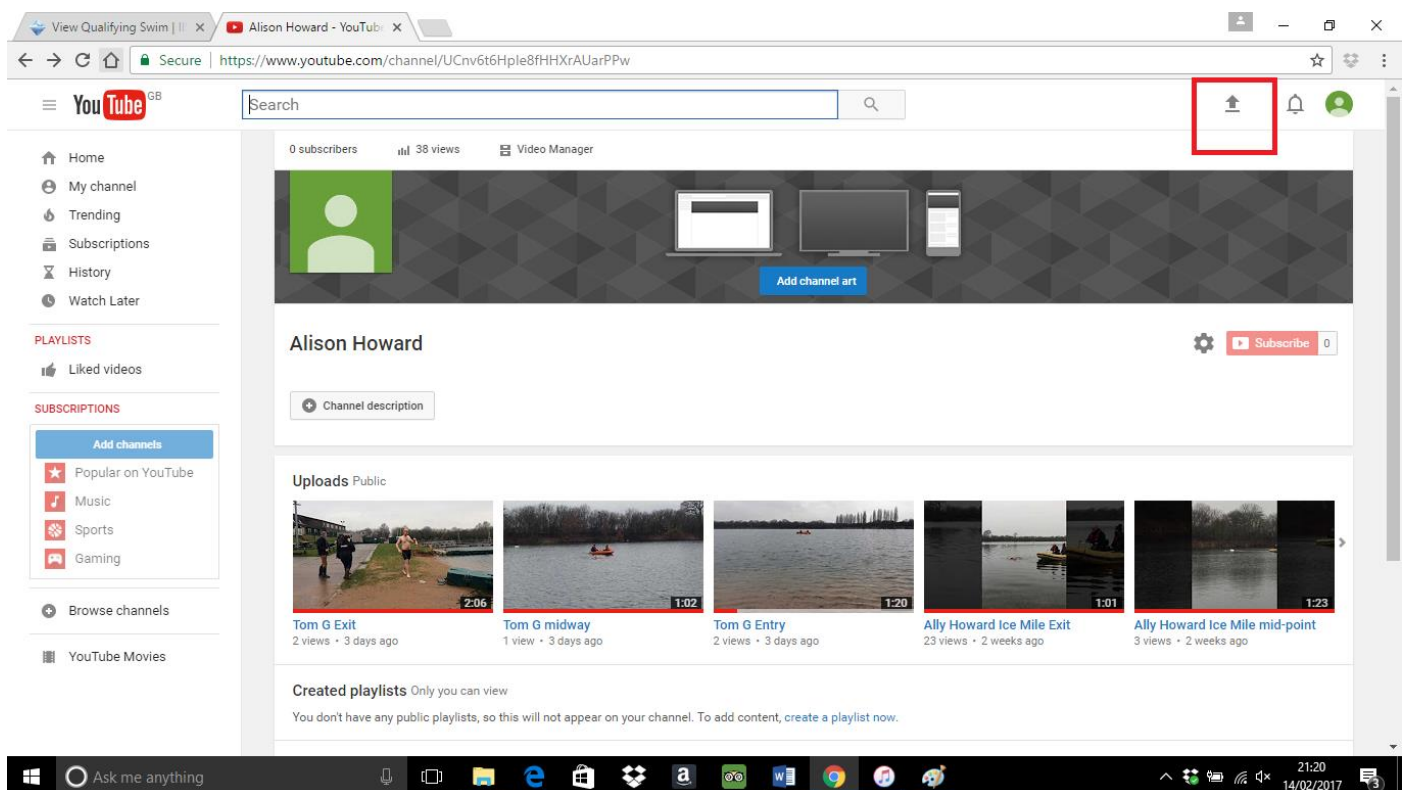
It will give you the option of where you'd like to upload the video's from. Just select the videos from Dropbox, (which will be labelled with your name and either Entry, Mid Way or Exit on the label) and click on upload. It will take a

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few minutes to prepare and upload each video. It's very much recommended to use a Wifi connection for this part. If you don't have Wifi, go make yourself a brew after each video starts uploading . . . . Once your 3 video's are on you tube, you're ALMOST ready to apply! PLEASE PUT YOUR SETTINGS TO PUBLIC, OR IISA WON'T BE ABLE TO VIEW YOUR VIDEOS OR RATIFY YOUR SWIM.

Payment

If you have a paypal account, you'll be able to use this. If not, you can either set one up, or you can pay just using a debit or a credit card.

From your account on the IISA page, hover over the "Membership" tab across the middle, and a drop down box should appear. Click on the " Ice Mile Payment" option.
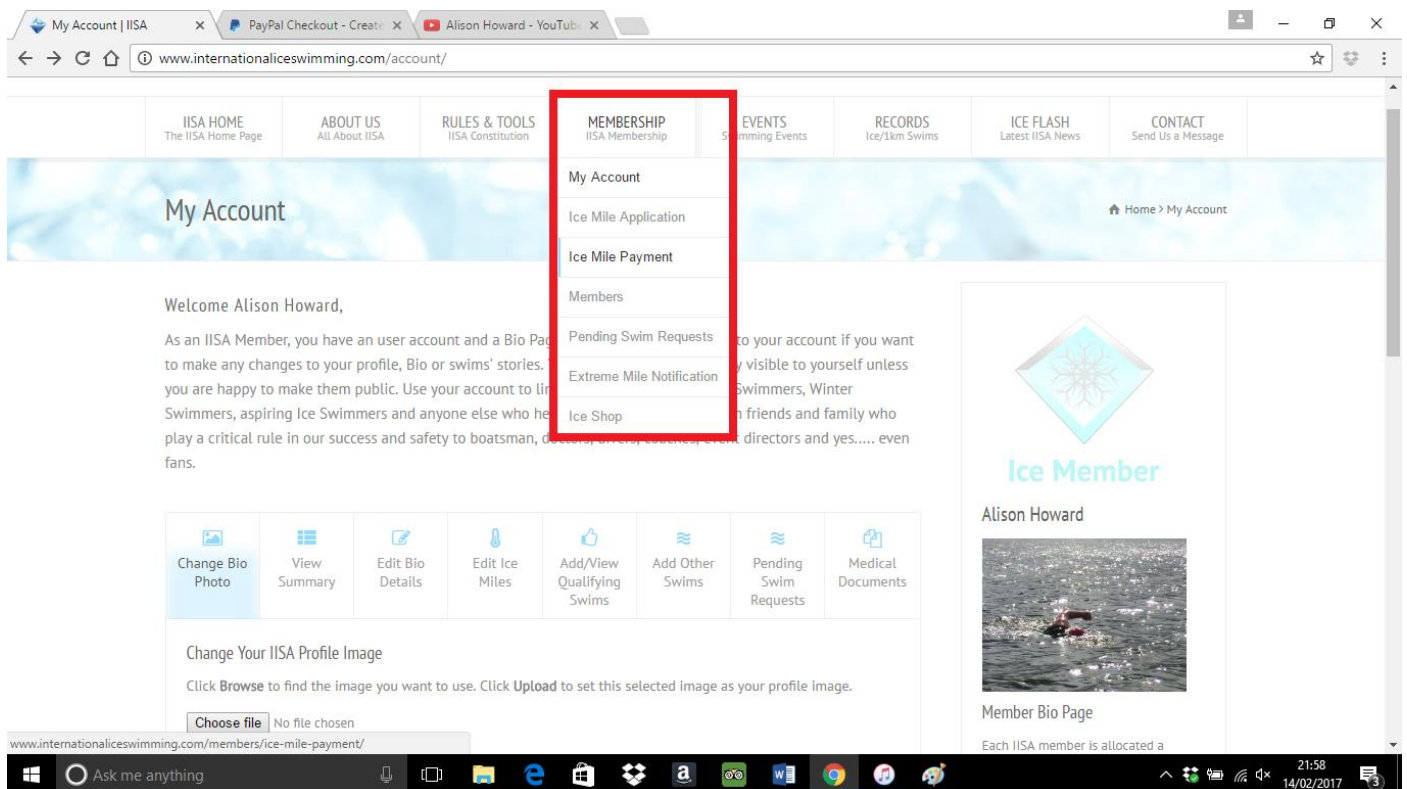
The following screen then gives you the option of what to actually pay for. Select "First Ice Mile" from the dropdown box. The amount will be given in USD, but don't worry, it will get converted later.

Once you continue through that screen, you get a summary of your purchase, and the option of how to pay.
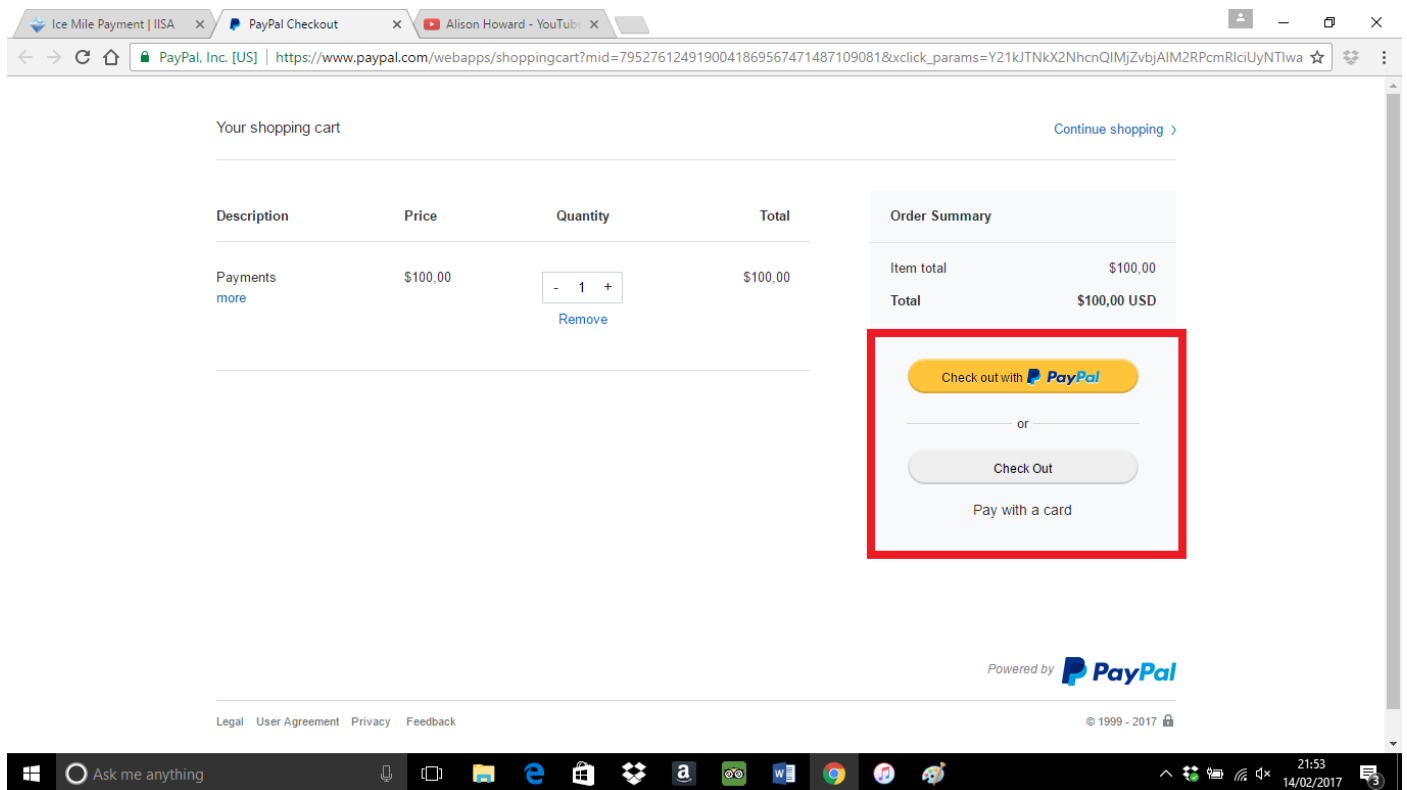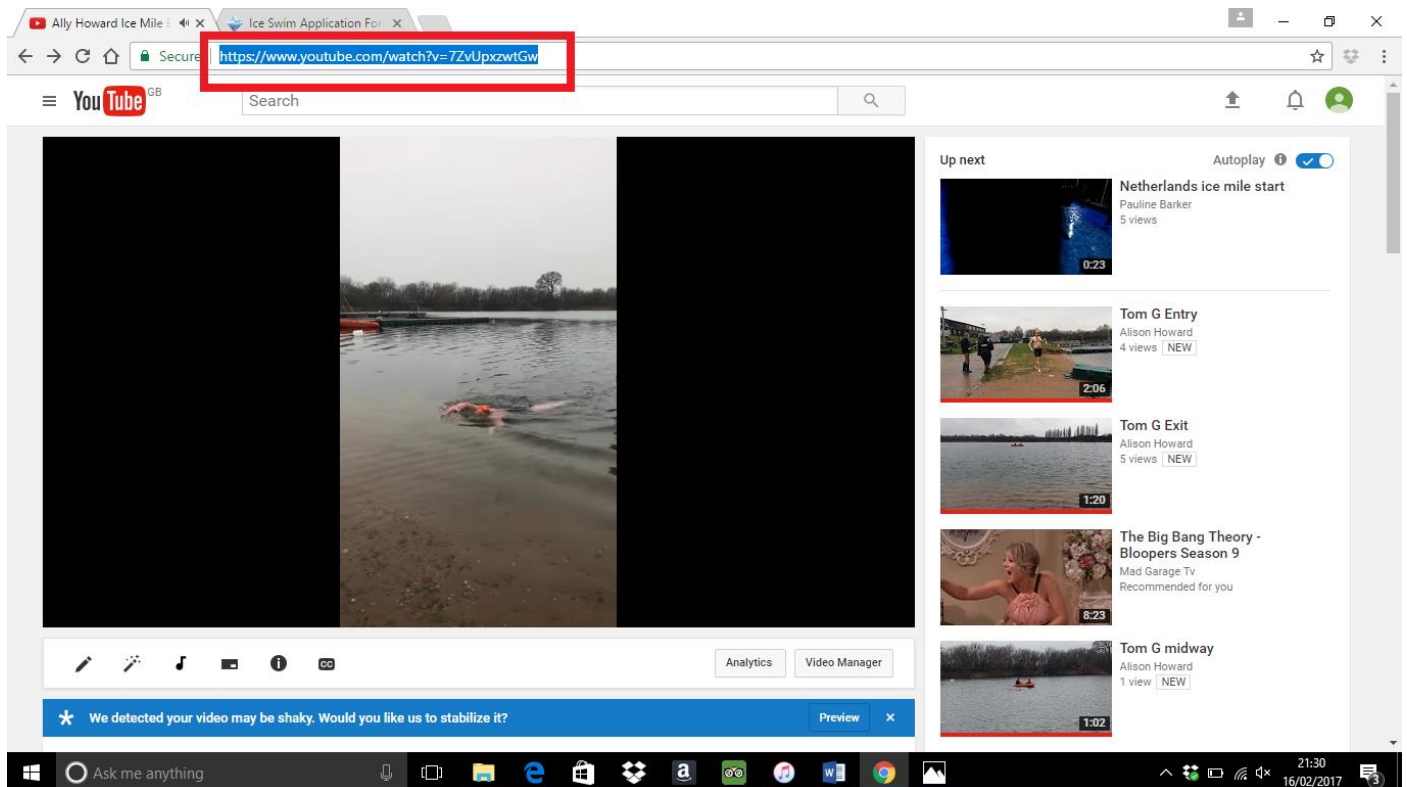
If you have a paypal account, you won't need instructions on how to complete the transaction. If you're paying by card, and DON'T want to set up a PayPal account, just fill in the first box and leave the section on creating your account. Click on the agree and continue button and a payment transaction should be displayed. MAKE A NOTE OF THIS NUMBER, YOU WILL NEED IT FOR YOUR APPLICATION.

The actual application…

Once you've completed the above steps, the actual application should be fairly seamless and straightforward. However, here's a couple of pointers that might help:

- When it comes to filling in your physical address, this is the same as your normal address. Yes you'll need to fill it in twice.
- The address for your swim is as follows; Hatfield Outdoor Activity Centre, Old Thorne Road, Hatfield, DN6 6EQ, ENGLAND. Please note, you need to complete the country as this is an international website.
- As you fill in the boxes, the automatic calculations i.e. stroke rate and temperatures won't adjust until you move away from the boxes you're working on. In other words, fill in all boxes and click off the text box to allow it to update.

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- When you click on the "submit" or "continue" buttons, it looks like the page jumps to the bottom. If this happens, scroll up a little and you'll see new boxes have been added for you to fill in!
- When you get to the pictures section, you can either drag and drop your pics in, and it'll show you a green progress bar as they upload. To put in your "YouTube" links, all you need to do is select the URL's and copy / paste them into the box. ...... (OK, I'll break it down.)
    1) Go to your "YouTube" page and click on your first video.
    2) Select the URL at the top. Click Ctrl and C on your keyboard to copy the link.

3) In the box on the IISA website, click ctrl and V, which will paste the link.

4) Click the small grey "fetch" box to the right of the text box after each one and will embed a code to the website, allowing IISA to view your videos. Et Voila!

Once you have answered all questions, you will receive a confirmation message that states your form has been successfully submitted. Once your observer and your witness have verified your swim, the application is assessed by IISA, and you'll be notified of the outcome.

Now although this is a fairly detailed guide to processing your ice mile, you may still have additional issues or questions about how to submit your swim details. If you're having issues, just get in touch with Ally Howard on 07845 555656 or email her at silverlininghero@gmail.com and she'll be happy to help.

Thanks for choosing SwimYourSwim – we hope you've had a great day with us. We'd love to see you back with us, either in or out of the water, so check out our calendar of events at www.swimyourswim.com

Warm Regards,

Team SYS.

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