



Start and Discover Award Certification process







Step 1:

Go to the GoPaddling.info website.

Scroll down to the bottom and click the blue – 'Provider Resource Centre' button.

Services to Help You Paddle

Find paddling trails, look up paddling centres or clubs, search for disability paddling provision, or track down beginner and improver course providers. Choose from the options below.



Find local paddle-ability providers

Paddle-Ability clubs and centres offer dedicated support for paddlers with a disability. This British Canoeing initiative seeks to focus on the ...



If you are looking for a fun way to learn to paddle then you need a Start, Discover, or Explore ...



Find local paddling clubs

Paddling clubs can teach you new paddling skills, and are a great way of learning about new places to explore ...

Find paddling trails

Here at Go Paddling we have

developed a range of Paddling

Trails. These are easy-to-access

kayaking trails, canoeing trails and



Find local paddling centres

Paddling centres offer a range of exciting paddling experiences for beginners and refreshers. These can be anything from taster sessions.



Paddling equipment hire

When you start out you may not be ready to dive straight in and buy the gear you need. Paddling ...

BLOGS BY TOPIC



First Name

Last Name

British Canoeing 2018 Provider Resource Centre

Step 2:

Scroll down and chose your Award you want to certificate

Course Provider Upload Centre

Welcome to the course provider upload section. When uploading attendees there are two options: spreadsheet or online form. If using your own spreadsheet for upload, ensure you use columns A, B and C. The column headings need to be **First Name**, **Last Name**, and **Email**. Supported formats are .xls, .xlsx, and .csv. Alternatively, click here to download our template sheet and copy and paste your attendees for upload. Once uploaded, attendees should appear pre-filled in the online form.

After submitting you will receive an email confirming attendees who have received certificate notifications. If you would also like to bulk print certificates please check the box next to "Email certificates for bulk printing". You will receive them as PDFs in a .zip attachment with your notification email. You can use the "Filename" box to choose a name for your file. This is optional.

Please note, after upload by spreadsheet please check ALL attendees are correct. If you are uploading Discover attendees you will be charged for each attendee uploaded. Simply hit the dustbin image at the end of each line to delete the attendee details.



PROVIDER RESOURCES

If you are registered as a British Canoeing Go Paddling provider you can access a range of downloadable resources to help you promote your Go Paddling courses and events. If you're not, well... you can't. Register for free here to access resources. If you are already registered use the link below to log into the Resources Centre.

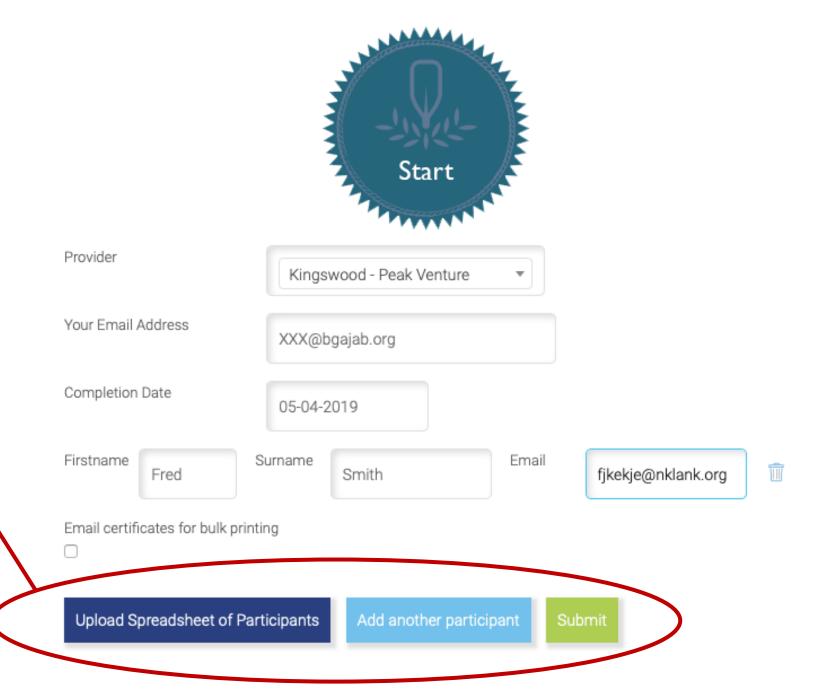
GO TO RESOURCES >>>

Step 3:

If you're signed up for the use of your logo select your centre or club, if not select England (General Provider)

Then add the details of the paddlers who have acchieved the award or you can bulk upload a group.

Then press submit



Step 4:

The process is now complete.

Emails asking the paddlers/teachers/ instructors to follow a link to get their personalised certificate. Which they can check their name and then download to print.

Bulk print is possible too.

Please note, after upload by spreadsheet please check ALL attendees are correct. If you are uploading Discover attendees you will be charged for each attendee uploaded. Simply hit the dustbin image at the end of each line to delete the attendee details.



All done. Emails have been sent to the following participants

Name	Email
Fred Smith	fjkekje@nklank.org

Step 5: bulk print

Open the .zip file in your email Print off



