

## How do I get started with the Event Maker?

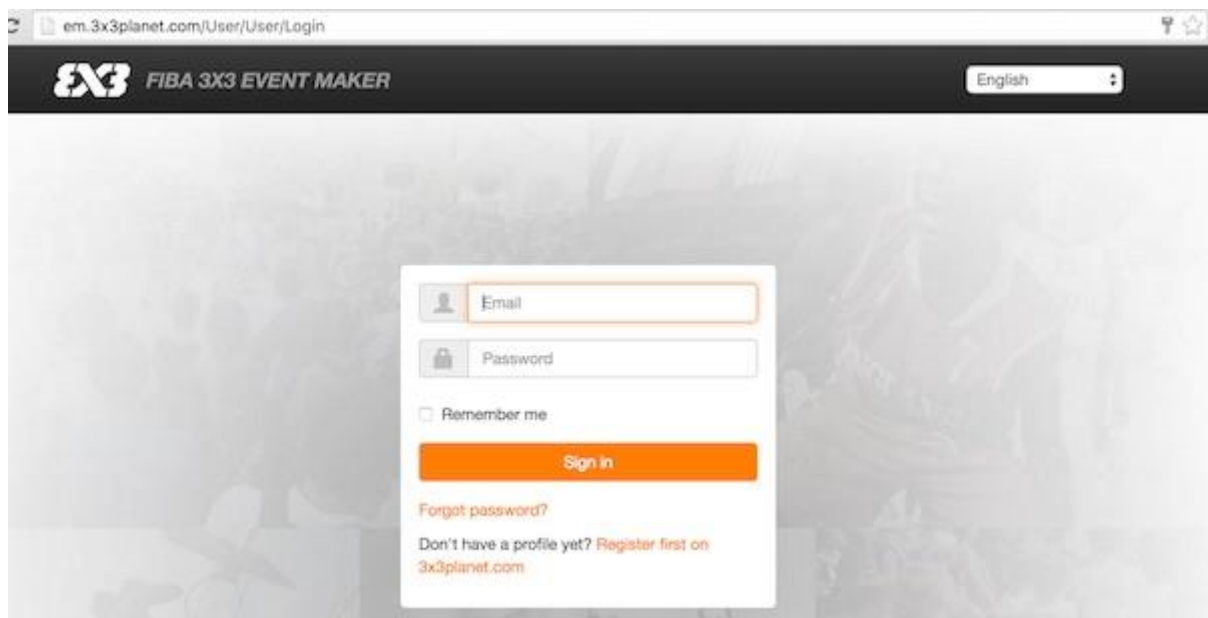
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Using FIBA 3x3 Event Maker for managing your 3x3 events is easy and here are the simple steps to get started.

### #1 Create an account and log in

Event Maker uses the same FIBA 3x3 profile for access. So if you have played at FIBA 3x3 events yourself, you can use exactly the same account for managing events.

Just log in to [em.fiba3x3.com](http://em.fiba3x3.com) with your FIBA 3x3 username and password.



### #2 Set up an organizer account

When logging in first time as an organizer, you will be asked to create an organizer account. So fill in all the relevant contact information and so on. Do note that some of this information will be published at [play.fiba3x3.com](http://play.fiba3x3.com) for players.

It seems like this is your first visit.  
In order to use the Online EventMaker you'll have to create an organizer first.  
After you successfully created an organizer you can start creating your events which then will be listed under this organizer.

Create new organizer

**Organisation/Company**

**Email** 
**Phone**

**City/Town**

**Address line 1**

At the end of the organizer account set-up, you can also add other users to use the same account. Hence, if many people are expected to use the Event Maker, it is advised that each have their own account with proper up-to-date and functional contact information, instead of, for example, creating some common team email account.

Do also note that one FIBA 3x3 profile can belong to the staff of many organizer accounts. So if you organize events on behalf of many different organisations, you should create a separate organizer account for each.

Staff member

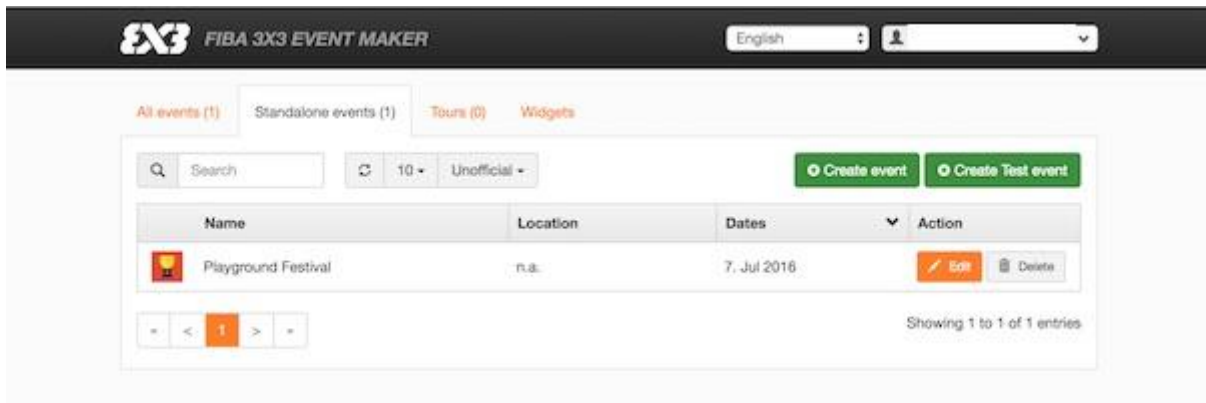
First na...	Last name	Username	Address	Action
	Michael	McBaller	jpeipponen... Espoo (FIN)	<input type="button" value="Delete"/>

Showing 1 to 1 of 1 entries

### #3 Manage your event, tour and widget portfolio (Overview page)

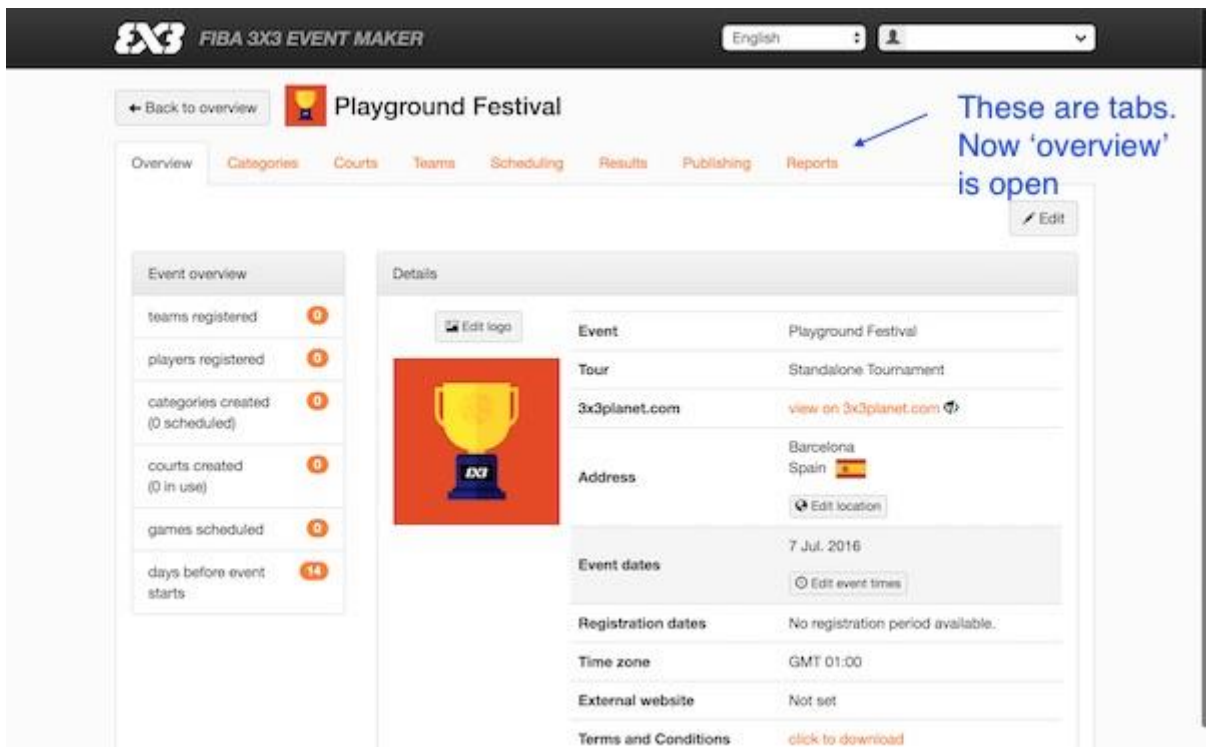
Once you've set up the organizer account, you can get to the Overview page. From here you can manage your events, tours and widgets as well as always manage the organizer information (just click your username in the upper right corner).

Next to the username on the left side, you will also find a language switcher.



#### #4 Manage an individual event (Event page)

From the Overview page you can get to the Event page of an individual event that you had previously created. This page is organised as tabs with all the key functions of event management separated.



Good luck and success with your event!