

# Swimming Canada – Learning Management System (LMS) -Instruction Sheet for Officials

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## 1. Before You Begin

- You must be registered as an official for the current swim season through your club and approved in the Swimming Canada Registration, Events & Membership System (REMS).
- Ensure you know your REMS username and password. *These are also used to log into the LMS.*

## 2. How to Access the LMS

- Go to the Swimming Canada website:  
<https://swimming.canada.sportsmanager.ie/sportlomo/users/login>
- Log into REMS with your username and password.
- Open your Member Card (click your name in the top right, then “My Profile”).
- Select “Login to LMS” → choose Official.

## 3. Navigating the LMS

Once inside the LMS, you’ll see a dashboard with tabs:

- Status – your current certification level and progress.
- eLearning Modules – online learning courses you can complete anytime.
- Clinics – schedule and register for upcoming virtual or in-person clinics.
- Resources – download manuals, rule books, and guides.
- Profile – update your personal information.

## 4. Registering for Clinics

Click the Clinics tab:

- Browse the list of available clinics.
- Select Register next to the clinic you wish to attend.
- Confirm details (date, time, format).
- You’ll receive confirmation and instructions by email.


## 5. Completing eLearning Modules

Go to the eLearning Modules tab:

- Choose the course you need (e.g., Introduction to Swimming Officiating).
- Click Enroll to start.
- Follow the narrated slides / activities.
- Complete the quiz at the end (if applicable).
- Your results will automatically update in the officials’ database.

## 6. Support

- Forgot your REMS password? Use the “Forgot Password” link on the REMS login page.
- Technical issues with LMS? Contact your Club Officials Administrator (COA) OR [swimming@sportnovascotia.ca](mailto:swimming@sportnovascotia.ca)
- Missing credentials ? → Contact your Club Officials Administrator (COA) OR [swimming@sportnovascotia.ca](mailto:swimming@sportnovascotia.ca)

 **Tip:** Keep a record of the clinics and modules you’ve completed. Your progress will appear in REMS, but having your own notes can help when applying for meets or higher certification.