

## Terminology

Term / Phrase	What does this actually mean?
Accreditation	A bundle of required documents, which confirm the status or qualification to perform a particular activity (e.g. Technical Official Check Starter, Development Coach).
Approvals	Entities (e.g. clubs and regions) will be required to approve certain events, documents and refunds created by lower entities or members.
Catalogue	The shopping catalogue shows products available for purchase, including membership products.
Component	A product which is included in a lower entities product (e.g. a club membership product includes a region component, that region component includes a state component and that state component includes a national component).
Dependant	A participant who is administered by the principal of the family and does not have a unique Swim ID (Email).
Descendent	An entity, which is below, or part of another entity (e.g. a club is a descendent of a region, a region is a descendent of a state).
Document Provision	The provision of a selected document by an entity on purchase of a certain product or completion of an accreditation (e.g. Club handbook can be provisioned on purchase of a membership product)
Document	An item that provides information or evidence (e.g. certificate, passport, Blue card, invoice etc.).
Entity	Any type of organisation / business within our sport (e.g. Clubs, Regions, States, ASCTA).
Entity Group	A group of members created by an entity.
Entity Management	Where all entity administrators will go to manage all things related to their entity.
Entity Management Pin	A four-digit number, which is required for entity administrators, which allows them to securely manage their entity.
Events	Events is inclusive of swimming meets and social events.
Expiry report	A report that details accreditations, documents, products that are expired or expire soon.
Family Administration Pin	A four-digit number, which is required for each family group, to control the activities and purchases of the family.
Family Group	Containing a principal and dependents, which allows the principal to administer purchases and activities for all family members.
Gateway Dashboard (Stripe)	Stripe is the payment gateway used to distribute funds to each relevant entity based on purchases made. Entities can view payment distribution details through their Gateway Dashboard.
Impersonate / Impersonation	The principal of a family will impersonate members in order to complete activities or purchases on their behalf. Entity administrators can also impersonate members in order to view Swim Central from their perspective to assist them with their activities and purchases.
Inherited Requirements	If a higher entity product contains requirements (document or accreditations), these requirements will be inherited by lower entities when lower entities add the higher entity's component to their product. (e.g. a club membership product will inherit any requirements from the region membership component and a region membership component will inherit any requirements from the state membership component).

Margin on Cost	Products can be created using their cost price plus a margin on cost (amount or percentage) if desired. It is unlikely that clubs will utilise this.
Members	Participants who hold a valid membership product with an entity are members with that entity.
Participant	Someone who has registered with Swim Central, but who has not purchased a relevant membership product.
Positions	Are set up to allow entity administrators to manage their entity (e.g. Club President).
Principal	The administrator of a family.
Products	Items available for purchase (e.g. memberships).
Provision Document	A document, which can be setup by an entity to be provided on purchase of a certain product (e.g. club handbook provisioned on purchase of a membership product) or completion of an accreditation (e.g. certificate of completion provisioned on completion of an accreditation).
Purchase Order	Entities can help members to purchase a certain product via issuing of a purchase order. A purchase order places a product in a member's 'My Purchases', pending payment.
Relationship	The linkage between a member and an entity, which occurs when a relevant product has been purchased (e.g. membership product).
Replacement Product (Renewal)	Replacement products are used to complete seasonal renewals. A replacement product will automatically be placed in a member's 'My Purchases' pending payment prior to the old product expiring.
Requirements	A document, accreditation or product, which needs to be uploaded, held or purchased by a participant or member prior to them being able to complete a process (e.g. a membership product will be a requirement for entering an approved meet).
Volume Discounts	Discounts (as a percentage) that can be set up by entities for a certain number or combination of their products purchased at the same time.