

Instructions for Clubs Editing Team's Preferred Division

Step 1 – Log into your GotSoccer Organization account. You will end up at the page below

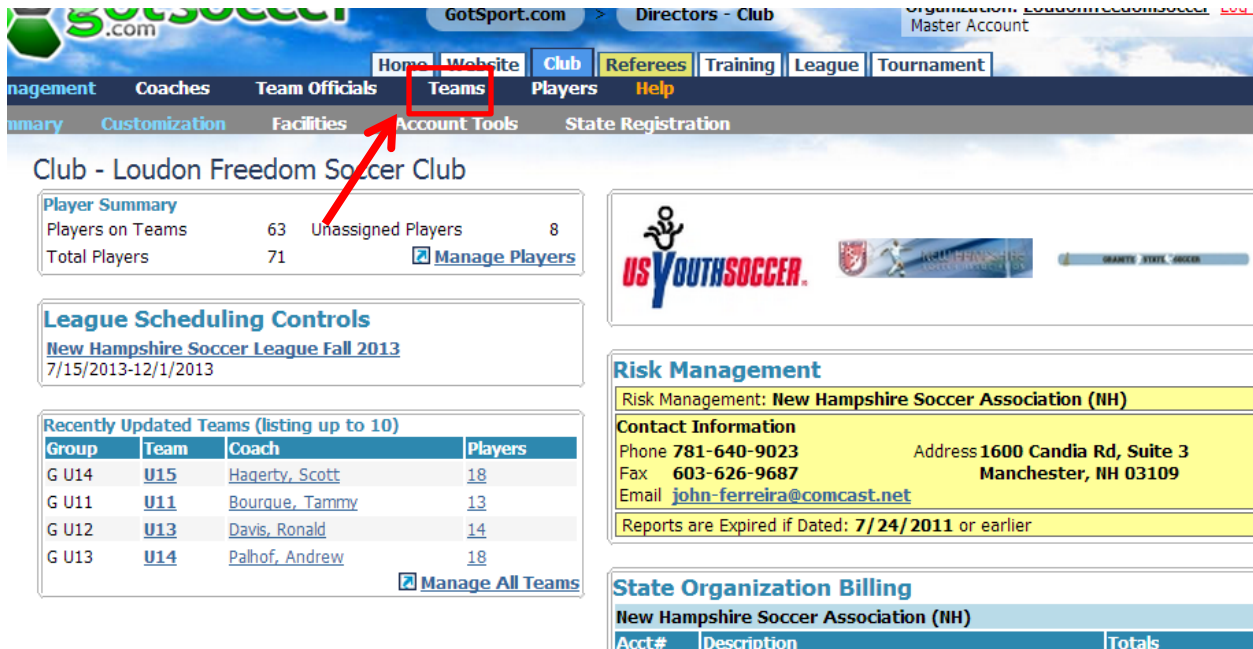
The screenshot shows the GotSoccer organization dashboard. At the top, the logo 'gotSoccer.com' is on the left, and 'GotSport.com > Directors' is in the center. On the right, it says 'Organization: Loudonfreedomssoccer Lc Master Account'. Below this is a navigation bar with tabs: Home, Website, Club, Referees, Training, League, and Tournament. Underneath is another bar with links: My Account, Events, Support, Organizations, Help, Summary, Account Info, User Accounts, Payment Setup, Activity Logs, GotSoccer Registration, and Account Status. The main content area starts with 'Welcome Back, Andrew Palhof'. To the right is a box for 'GotSoccer Account' with a link to 'Login to your GotSoccer Account'. Below the welcome message is a 'Player Registration' section with a description and a link to 'View Online Registration Demo'. To the right of this is a 'GotSoccer Billing Account' section stating 'No billing information or invoices on record.' At the bottom left is a 'Player Summary' table.

Player Summary			
Players on Team Rosters	63	Unassigned Players	8
Total Registered Players	71	Manage Players	

Step 2 – Click on the CLUB tab at the top of the screen

This screenshot is identical to the one above, but with a red box highlighting the 'Club' tab in the top navigation bar. A red arrow points from the bottom of the screen up to the 'Club' tab, indicating the action to be taken.

Step 3 – Click on the TEAMS button in the navy blue bar



The screenshot shows the GotSoccer.com website interface. The top navigation bar is navy blue with several buttons: Home, Website, Club, Referees, Training, League, and Tournament. Below this is a secondary bar with buttons for Management, Coaches, Team Officials, Teams (highlighted with a red box and a red arrow), Players, and Help. The main content area is titled 'Club - Loudon Freedom Soccer Club' and includes sections for Player Summary, League Scheduling Controls, Recently Updated Teams, Risk Management, and State Organization Billing.

Player Summary

Players on Teams	63	Unassigned Players	8
Total Players	71	Manage Players	

League Scheduling Controls

New Hampshire Soccer League Fall 2013
7/15/2013-12/1/2013

Recently Updated Teams (listing up to 10)

Group	Team	Coach	Players
G U14	U15	Hagerty, Scott	18
G U11	U11	Bourque, Tammy	13
G U12	U13	Davis, Ronald	14
G U13	U14	Palhof, Andrew	18

[Manage All Teams](#)

Risk Management

Risk Management: **New Hampshire Soccer Association (NH)**

Contact Information

Phone **781-640-9023** Address **1600 Candia Rd, Suite 3**
Fax **603-626-9687** **Manchester, NH 03109**
Email john-ferreira@comcast.net

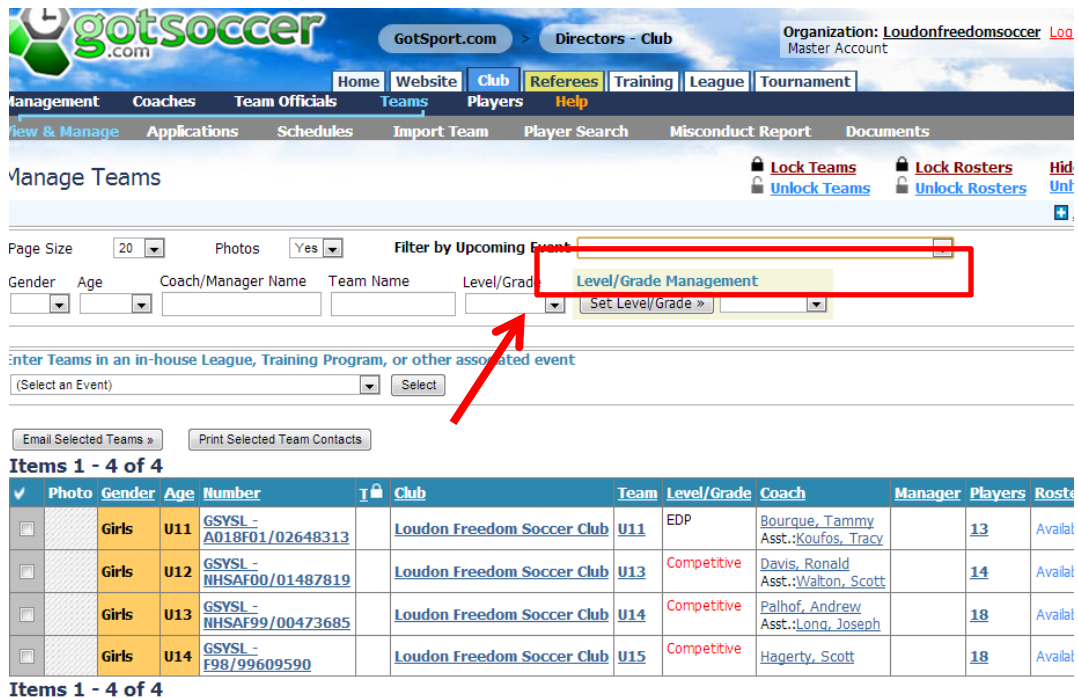
Reports are Expired if Dated: **7/24/2011** or earlier

State Organization Billing

New Hampshire Soccer Association (NH)

Acct#	Description	Totals
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Step 4 – Use the EVENT FILTER to sort out your teams that are participating in the league



The screenshot shows the 'Manage Teams' page on GotSoccer.com. The top navigation bar is navy blue with buttons: Home, Website, Club, Referees, Training, League, and Tournament. Below this is a secondary bar with buttons for New & Manage, Applications, Schedules, Import Team, Player Search, Misconduct Report, and Documents. The main content area is titled 'Manage Teams' and includes a 'Filter by Upcoming Event' dropdown menu (highlighted with a red box and a red arrow) and a 'Set Level/Grade' button. Below the filter is a table of teams with columns for Photo, Gender, Age, Number, Club, Team, Level/Grade, Coach, Manager, Players, and Roster.

Manage Teams

Page Size: 20 Photos: Yes Filter by Upcoming Event: [Level/Grade Management](#)

Gender: Age: Coach/Manager Name: Team Name: Level/Grade: [Set Level/Grade](#)

Enter Teams in an in-house League, Training Program, or other associated event
(Select an Event) [Select](#)

[Email Selected Teams](#) [Print Selected Team Contacts](#)

Items 1 - 4 of 4

✓	Photo	Gender	Age	Number	Club	Team	Level/Grade	Coach	Manager	Players	Roster
<input type="checkbox"/>		Girls	U11	GSYSL - A018F01/02648313	Loudon Freedom Soccer Club	U11	EDP	Bourque, Tammy Asst.: Koufos, Tracy		13	Availa
<input type="checkbox"/>		Girls	U12	GSYSL - NHSAF00/01487819	Loudon Freedom Soccer Club	U13	Competitive	Davis, Ronald Asst.: Walton, Scott		14	Availa
<input type="checkbox"/>		Girls	U13	GSYSL - NHSAF99/00473685	Loudon Freedom Soccer Club	U14	Competitive	Palhof, Andrew Asst.: Long, Joseph		18	Availa
<input type="checkbox"/>		Girls	U14	GSYSL - F98/99609590	Loudon Freedom Soccer Club	U15	Competitive	Hagerty, Scott		18	Availa

Items 1 - 4 of 4

Step 5 – Click on a TEAMS NAME to view the team info

Organization: Loudonfreedomsoce
Master Account

Home Website Club Referees Training League Tournament
Players Help

Management Coaches Team Officials Teams Applications Schedules Import Team Player Search Misconduct Report Documents

Manage Teams

Lock Teams Lock Rosters Hide Rosters Disable Printing
Unlock Teams Unlock Rosters Unhide Rosters Allow Printing R

Add Team Export (CSV)

Page Size 20 Photos Yes Filter by Upcoming Event New Hampshire Soccer League Fall 2013 (7/15/2013) (3)

Gender Age Coach/Manager Name Team Name Level/Grade Level/Grade Management
Set Level/Grade »

Enter Teams in an in-house League, Training Program, or other associated event
(Select an Event) Select

Email Selected Teams Print Selected Team Contacts

Items 1 - 3 of 3

Photo	Gender	Age	Number	Club	Team	Level/Grade	Coach	Manager	Players	Roster	R	DOB	Forms	Application
	Girls	U11	GSYSL - A018F01/02648313	Loudon Freedom Soccer Club	U11	EDP	Bourque, Tammy Asst.: Koufos, Tracy		13	Available		01/02	No	>View
	Girls	U12	GSYSL - NHSAF00/01487819	Loudon Freedom Soccer Club	U13	Competitive	Davis, Ronald Asst.: Walton, Scott		14	Available		00/01	No	>View
	Girls	U13	GSYSL - NHSAF99/00473692	Loudon Freedom Soccer Club	U14	Competitive	Peihof, Andrew Asst.: Long, Joseph		18	Available		99/00	No	>View

Items 1 - 3 of 3

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Step 6 – Click on the EVENT REGISTRATION tab

Organization: Loudonfreedomsoce
Master Account

Home Website Club Referees Training League Tournament
Players Help

Management Coaches Team Officials Teams Applications Schedules Import Team Player Search Misconduct Report Documents

Risk Management Enforced: New Hampshire Soccer Association (NH) Report Expiration: 7/24/2011

Basic Info Record Contact Hotel Coordinator Players Documents Event Registration Rosters

Girls U11 U11

Basic Team Information

Level/Grade EDP

Team ID Number GSYSL - A018F01/02648313

Club Name Loudon Freedom Soccer Club

Team Name U11

Gender Boys Coed Girls

Age Group 01/02 (U11)

State Registered New Hampshire

*Select country if other than USA.

Position

School District

Prevent team, group, or state change by manager.
Prevent add/release of players by manager.
Hide team roster page & email tools from team

Team Photo Upload

[NO PHOTO]

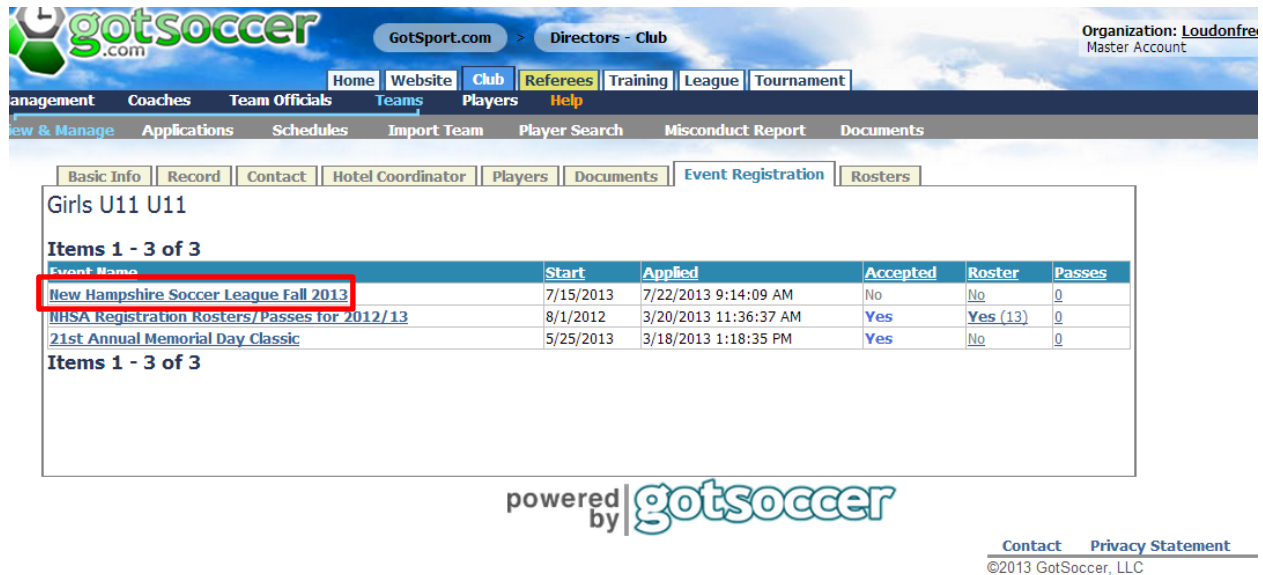
State Registration History

No state history on file.

Approved Team Officials

Initially 3 assistant coach, manager, and trainer positions are available. If you fill all 3 assistant positions and save your changes, up to 7 additional fields will be available for each role for a maximum of 10 assistants in each role.

Step 7 – Click on the NHSA LEAGUE



Organization: Loudonfre
Master Account

Home Website Club Referees Training League Tournament

Management Coaches Team Officials Teams Players Help

New & Manage Applications Schedules Import Team Player Search Misconduct Report Documents

Basic Info Record Contact Hotel Coordinator Players Documents Event Registration Rosters

Girls U11 U11

Items 1 - 3 of 3

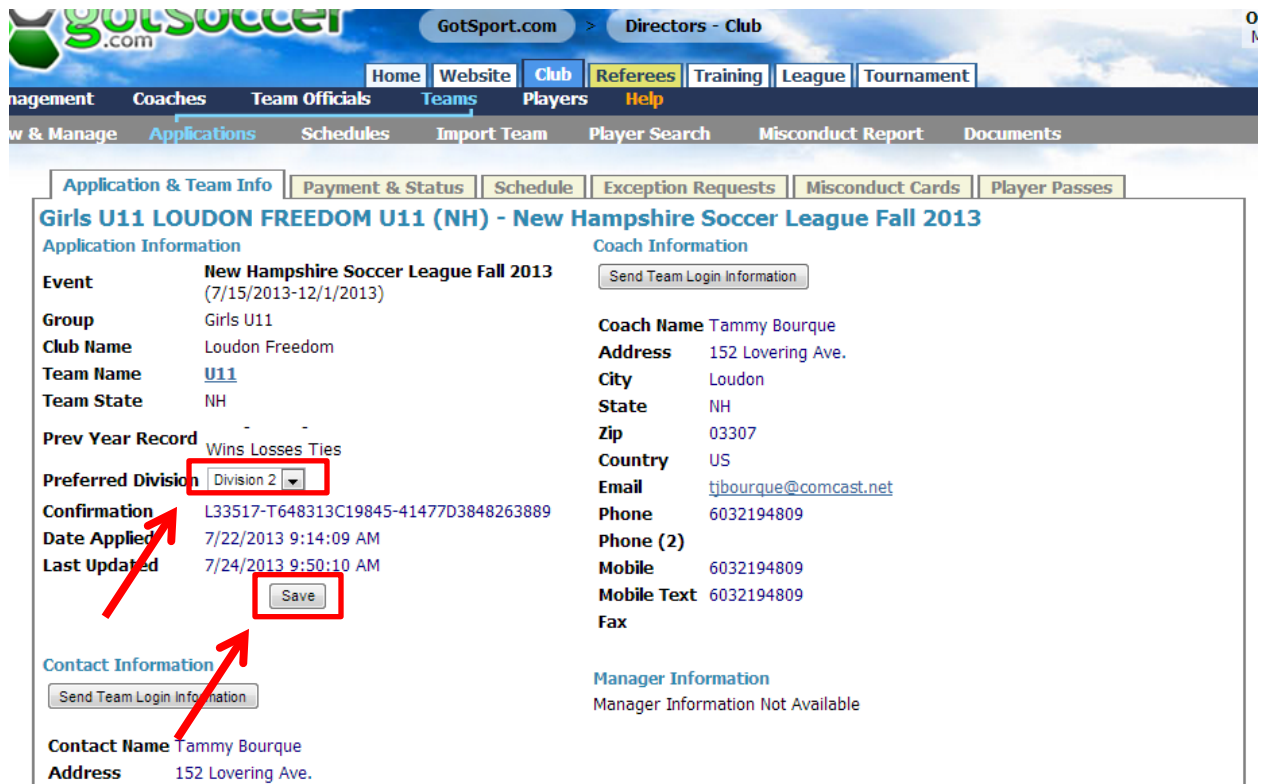
Event Name	Start	Applied	Accepted	Roster	Passes
New Hampshire Soccer League Fall 2013	7/15/2013	7/22/2013 9:14:09 AM	No	No	0
NHSA Registration Rosters/Passes for 2012/13	8/1/2012	3/20/2013 11:36:37 AM	Yes	Yes (13)	0
21st Annual Memorial Day Classic	5/25/2013	3/18/2013 1:18:35 PM	Yes	No	0

Items 1 - 3 of 3

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Contact Privacy Statement
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Step 8 – Edit the PREFERRED DIVISION in the drop down and click SAVE



GotSport.com > Directors - Club

Home Website Club Referees Training League Tournament

Management Coaches Team Officials Teams Players Help

New & Manage Applications Schedules Import Team Player Search Misconduct Report Documents

Application & Team Info Payment & Status Schedule Exception Requests Misconduct Cards Player Passes

Girls U11 LOUDON FREEDOM U11 (NH) - New Hampshire Soccer League Fall 2013

Application Information

Event New Hampshire Soccer League Fall 2013
(7/15/2013-12/1/2013)

Group Girls U11

Club Name Loudon Freedom

Team Name U11

Team State NH

Prev Year Record Wins Losses Ties

Preferred Division Division 2

Confirmation L33517-T648313C19845-41477D3848263889

Date Applied 7/22/2013 9:14:09 AM

Last Updated 7/24/2013 9:50:10 AM

Save

Coach Information

Coach Name Tammy Bourque

Address 152 Lovering Ave.

City Loudon

State NH

Zip 03307

Country US

Email tjbouque@comcast.net

Phone 6032194809

Phone (2)

Mobile 6032194809

Mobile Text 6032194809

Fax

Contact Information

Send Team Login Information

Contact Name Tammy Bourque

Address 152 Lovering Ave.

Manager Information

Manager Information Not Available