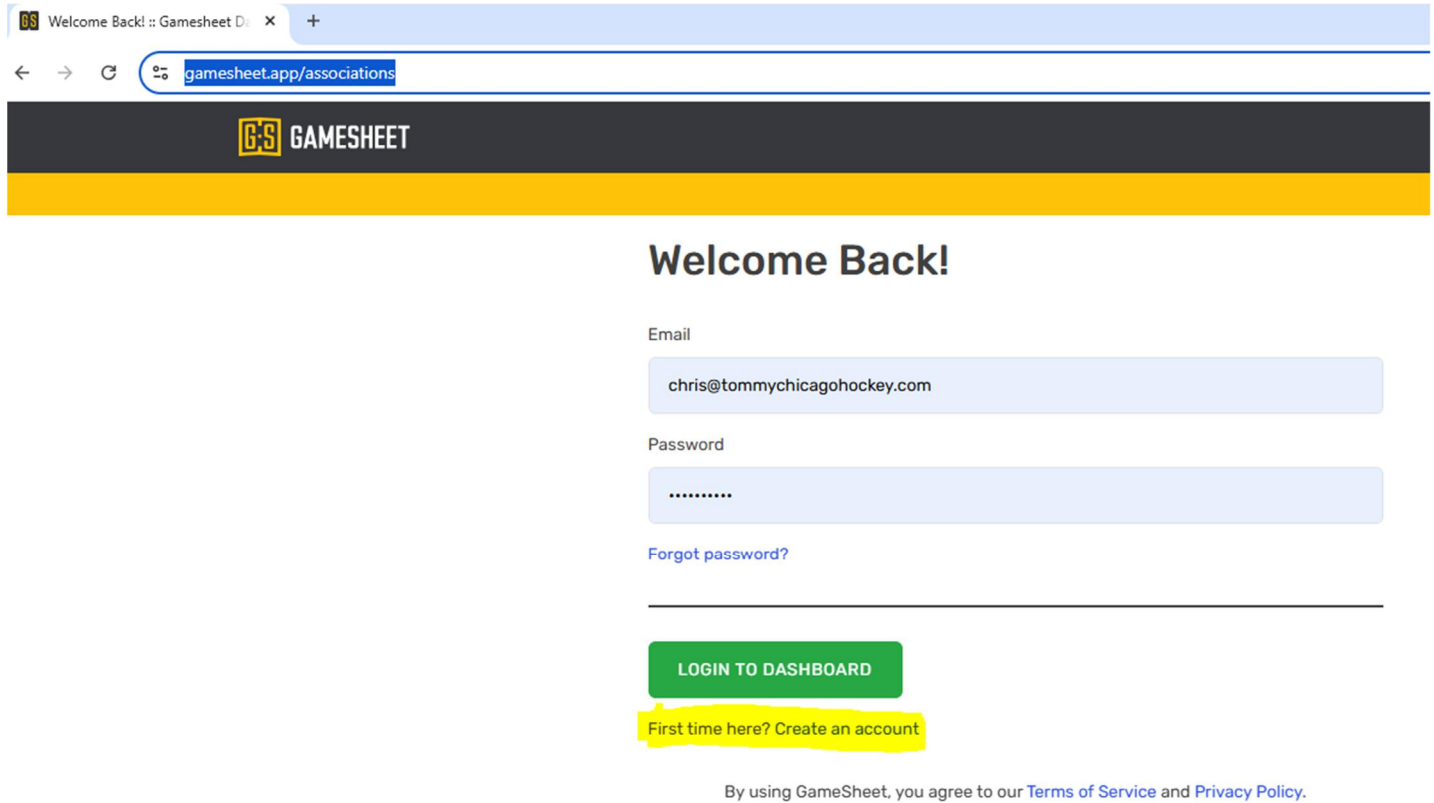


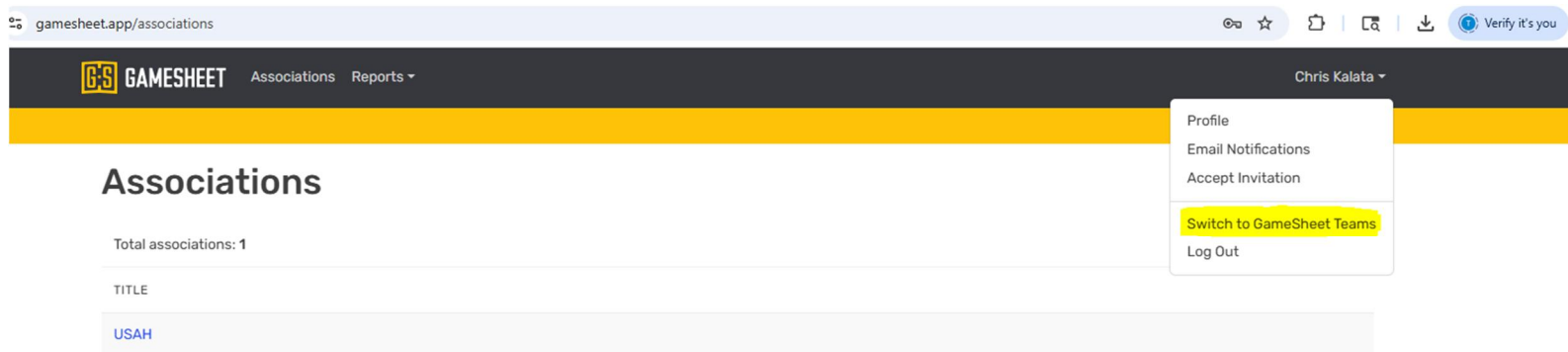
Adding Your Team Rosters



- 1) Login to an existing account or Create a NEW account at <https://gamesheet.app/associations>



- 2) Once logged in, If you do not see your Team Dashboard, you may need to switch to the GameSheet Teams View by clicking the down arrow next to your name in the upper right



3) TEAM DASHBOARD (ACCEPT YOUR INVITATION)

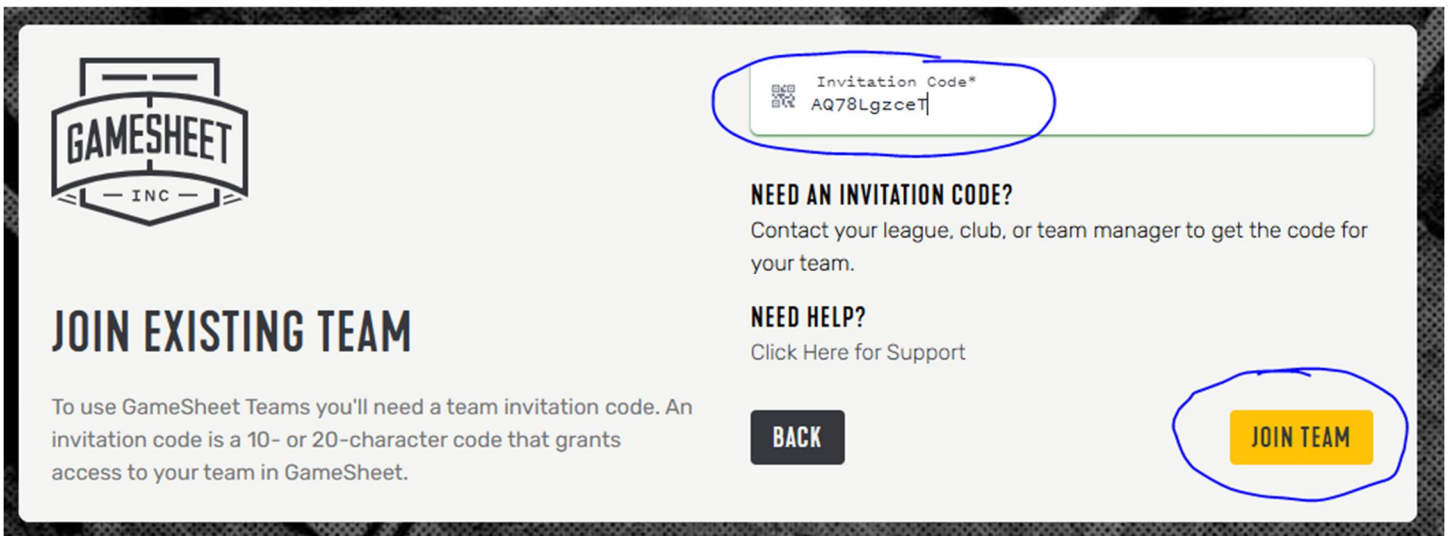
Once logged in, Your Team dashboard should look like the view below. In the upper right corner click on the down arrow next to your name and select **"ACCEPT INVITATION"**

The screenshot shows the Gamesheet Team Dashboard. The top navigation bar is yellow with the Gamesheet logo on the left and the user's name 'CK CHRIS KALATA' with a dropdown arrow on the right. Below the navigation bar, there are several menu items: SCHEDULE, ROSTER, STATS, MESSAGES, and MEMBERS. The main content area is titled 'ALL EVENTS' and contains a message: 'YOUR SCHEDULE IS EMPTY. Add games, practices, and events to your team's schedule.' To the right of this message is a calendar for April 2020. The user menu is open, showing options such as 'Accept Invitation', 'Invite Parents/Players', 'Invite Staff Members', 'Manage Team Members', 'Order Player Cards', 'Leave Team', 'MY ACCOUNT', 'Edit Profile', 'Manage Notifications', 'NAVIGATION & SUPPORT', 'Switch to Admin Dashboard', 'View Scoring Access Keys', 'Help & Support', and 'Log Out'. The 'Accept Invitation' option is highlighted in yellow.

4) SELECT **"JOIN EXISTING TEAM"** and click **"CONTINUE"**

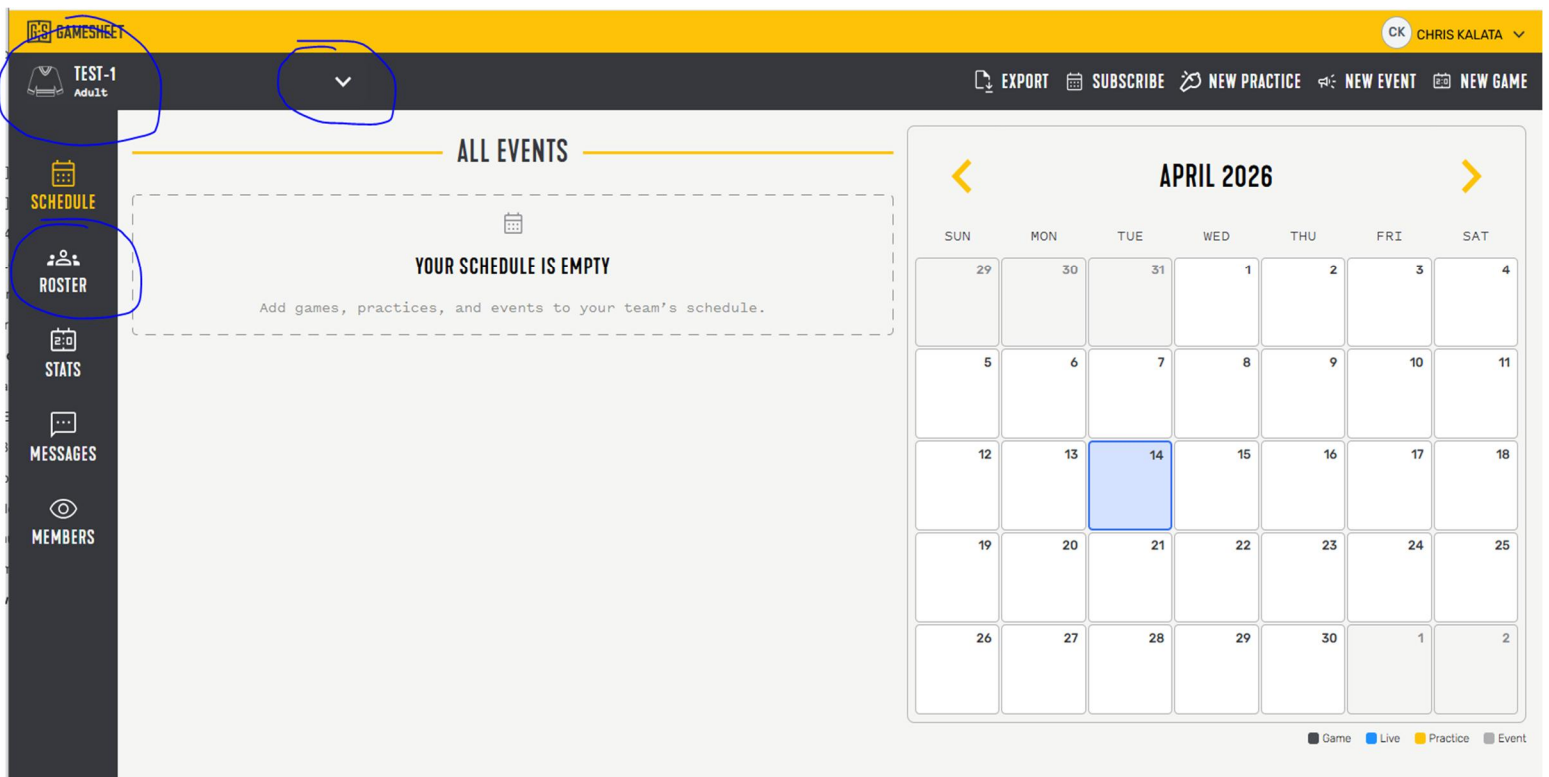
The screenshot shows the Gamesheet Welcome screen. The Gamesheet logo is in the top left corner. Below the logo, the word 'WELCOME' is displayed. Underneath, there is a paragraph: 'GameSheet Teams is an app for Coaches, Managers, Parents, Participants and anyone else directly involved with a team.' On the right side, there are two main options: 'JOIN EXISTING TEAM' (with a QR code icon) and 'CREATE NEW TEAM' (with a plus icon). The 'JOIN EXISTING TEAM' option is highlighted with a blue circle. Below these options, there is a section titled 'NOT INVOLVED WITH A TEAM?' with a link to 'http://gamesheet.app'. At the bottom, there are two buttons: 'BACK' and 'CONTINUE'. The 'CONTINUE' button is highlighted with a blue circle.

5) Copy-Paste your invitation code you received from the Tournament Admin and click **JOIN TEAM**



6) In the upper left you should now see your TEAM for this year's tournament. If you have multiple teams under your account, click on the down arrow to toggle to the correct team. You can then click on **ROSTER** to get your roster added manually or by using the GameSheet Import template.

Please enter your **Skaters Names** and **Jersey Numbers** along with at least one Coach. **For Your GOALIES...MAKE SURE YOU DESIGNATE THEIR POSITION as GOALIE...Entering the other skater positions are optional, but we need to have the GOALIES positions Designated**



7) If using the Import Template Available within Your GameSheet Login - TYPE must be inputted as “**player**” or “**coach**”. Add in your skater First Name, Last Name, Jersey Number and Position. Positions Must be F, D or G (NO F/D will be accepted by the GameSheet Import Option. Make sure to at least designate your goalies. Other Positions are great to have, but not required if you don’t know them

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
TYPE *	FIRST NAME	LAST NAME *	JERSEY NU	POSITION	DESIGNAT	AFFILIATE	BIRTHDAT	WEIGHT	HEIGHT	SHOT HAN	BIRTH COL	BIRTH STA	BIRTH CIT	DRAFTED	COMMITTI	BIO	EXTERNAL ID
player	Tommy	Chicago1	87	F													
player	Tommy	Chicago2	88	G													
player	Tommy	Chicago3	89	D													
player	Tommy	Chicago4	90	D													
player	Tommy	Chicago5	91	F													
player	Tommy	Chicago6	92	F													
player	Tommy	Chicago7	93	F													
player	Tommy	Chicago8	94	D													
player	Tommy	Chicago9	95	D													
player	Tommy	Chicago10	96	F													
player	Tommy	Chicago11	97	F													
player	Tommy	Chicago12	98	F													
player	Tommy	Chicago13	99	F													
coach	Tommy	Coach															

DO NOT ADD ANY INFORMATION UNDER THESE COMUMNS
BUT LEAVE THE COLUMNS PRESENT WHEN YOU IMPORT