



GEORGIA LOCAL ASSOCIATION STAFF REGISTRATION

Follow these step-by-step instructions to register as a staff member and official on your computer's web browser.

Step 1: Visit dragonflymax.com/officials and click the 'Log In' button.



Step 2: Enter your first name, last name, email address and password, then click 'Submit' to create your free account. Check your email for a verification code, then enter that code on the next screen.

DragonFly MAX
Sign Up
or sign in

First Name
John

Last Name
Doe

Email or Phone
johndoe@email.com

Password
..... Show

I'm not a robot

Cancel Submit

DragonFly MAX
Verify Your Account

We just sent a verification ID to
rachel+officialsdemonstration@dragonflyathletics.com

Check your messages and enter the ID below,
or [click here to resend](#).

Temporary Verification ID
1234-5678

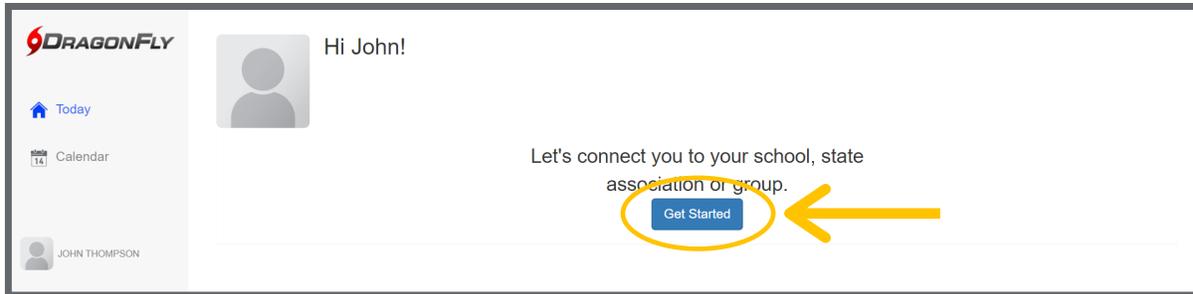
Submit

<< Return to sign-up

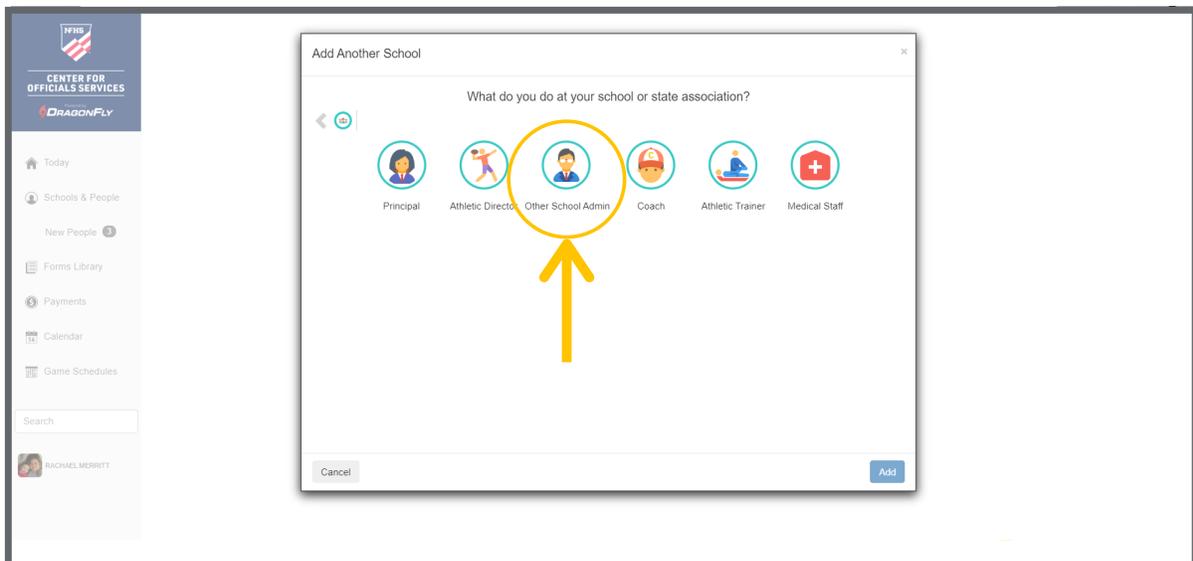
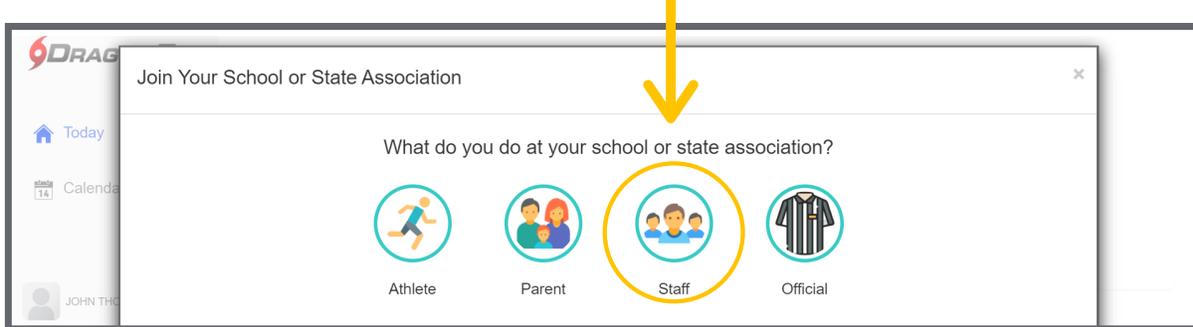
Download on the App Store
GET IT ON Google Play



Step 3: After accepting the Terms of Service, you will land on the 'Today' page. Click on the 'Get Started' button in the center of your screen.

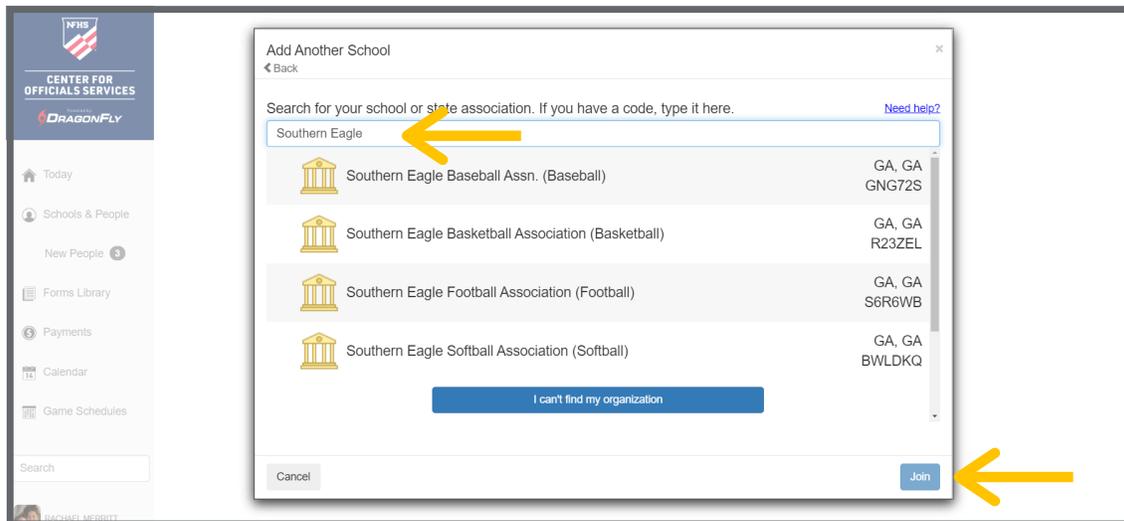


Step 4: Select 'Staff' and then 'Other School Admin' before clicking the 'Add Other Admin' button in the bottom-right corner.





Step 5: Type the name of your local or regional association in the search bar, then click on your association from the list. Then select the 'Join' button in the bottom right corner.



Step 6: Review your information and if correct, click 'Save'. If you're the first person to join your association on the platform, DragonFly will verify your identity. If you're not the first person, you will see a list of people at your association who can approve your request.

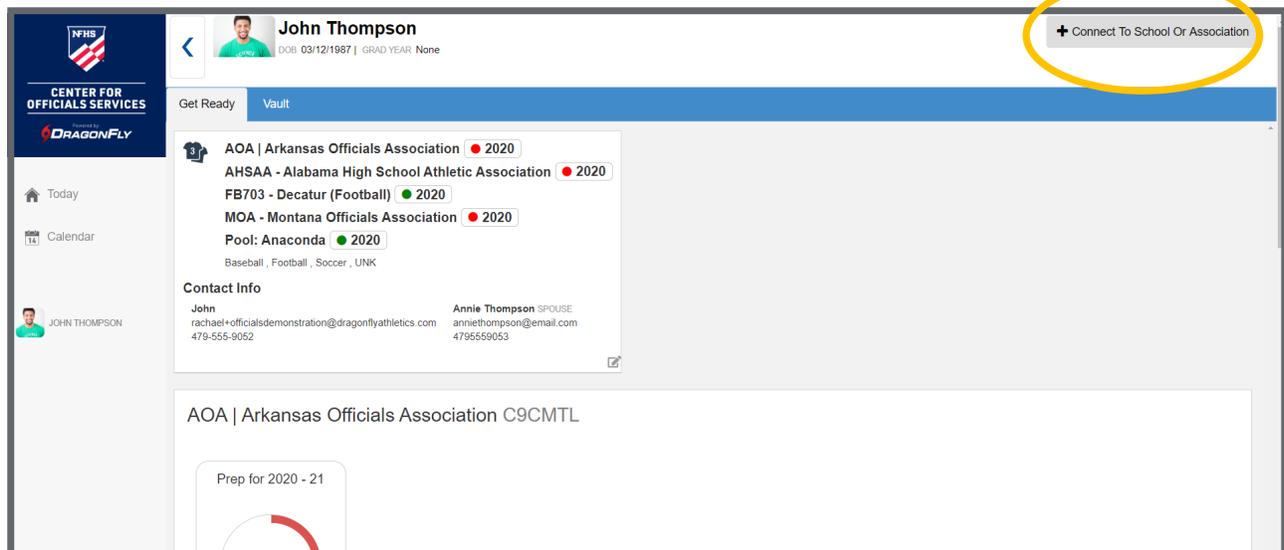




Step 7: Now that you're connected to your local association as a staff member, you will need to add the 'Contest Official' role to your account. To do this, click on your name in the left-side menu, then select 'My Info' from the drop-down menu.

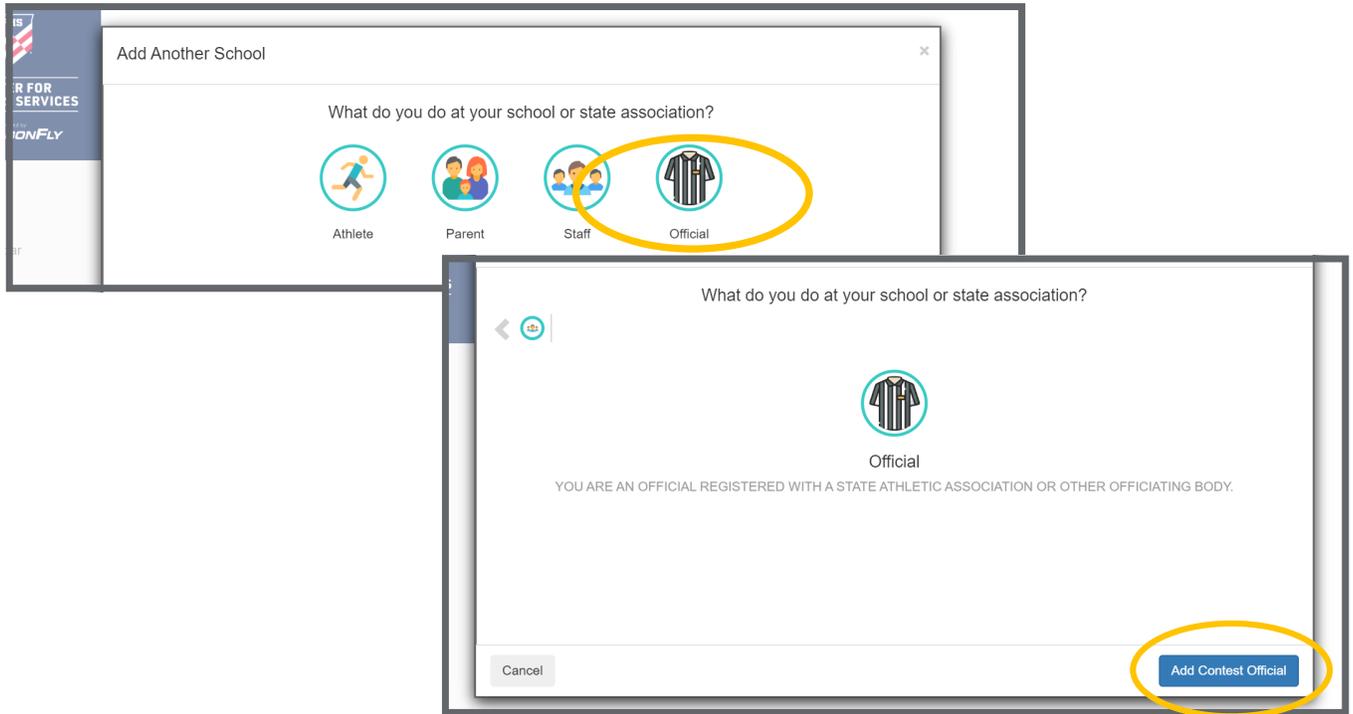


Step 8: Select the 'Connect to School or Association' button in the top right corner.

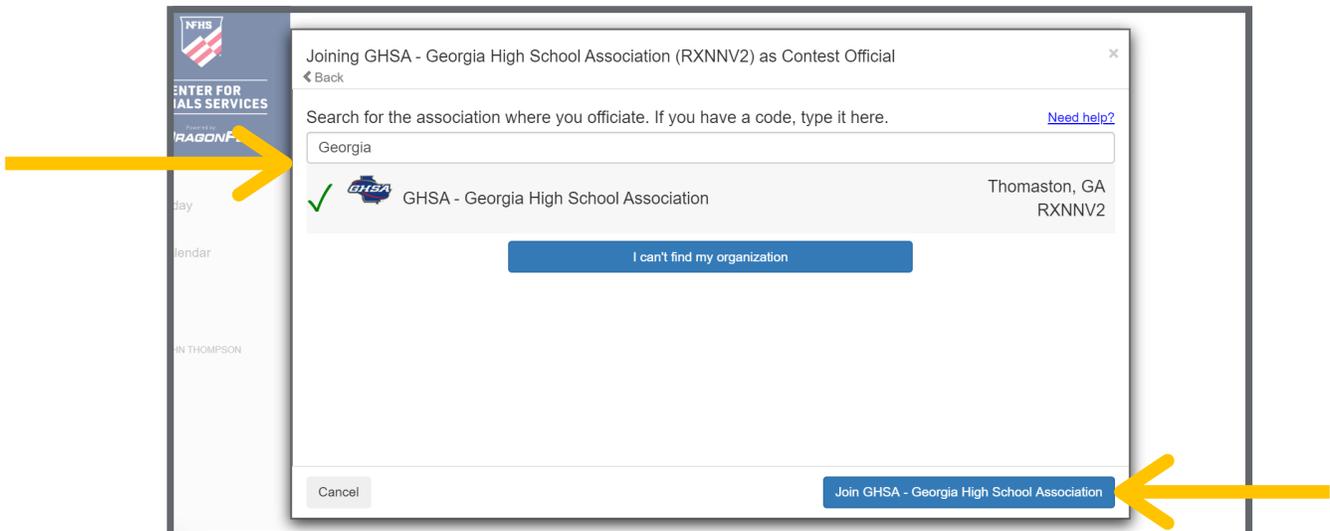




Step 9: Select 'Official', then click the 'Add Contest Official' button.

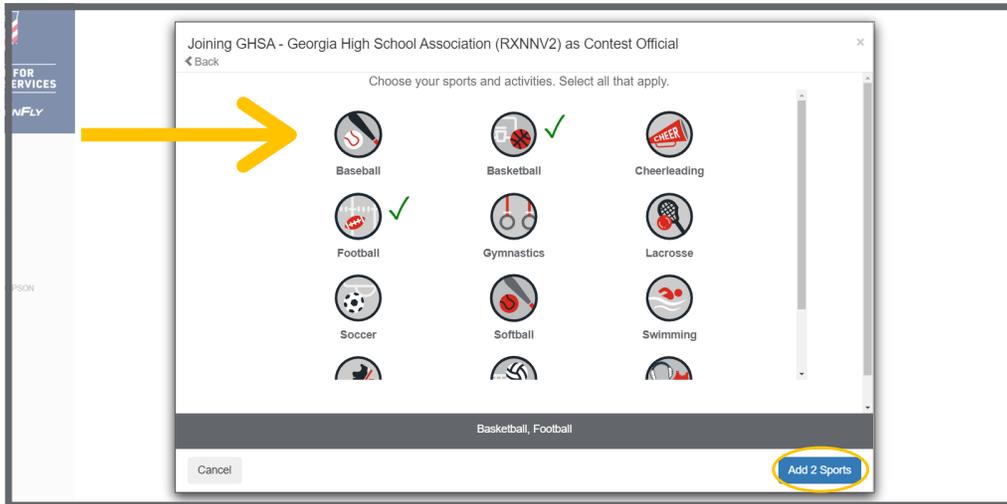


Step 10: Search for 'Georgia High School Association' and highlight this organization from the list. Then click the 'Join' button.

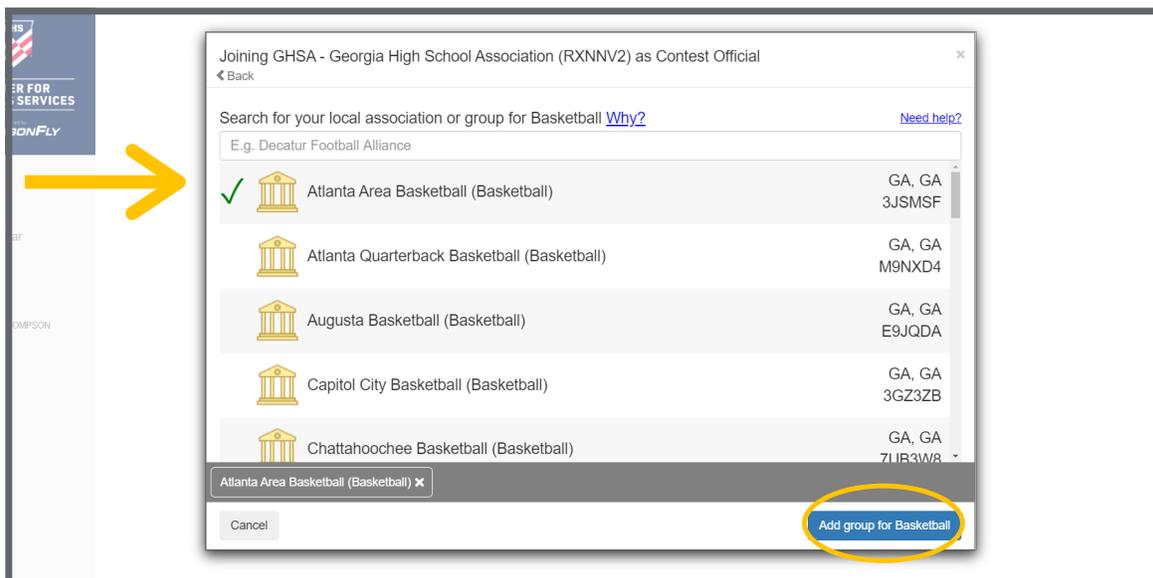




Step 11: Select all of the sports you officiate from the list, then click 'Add'.

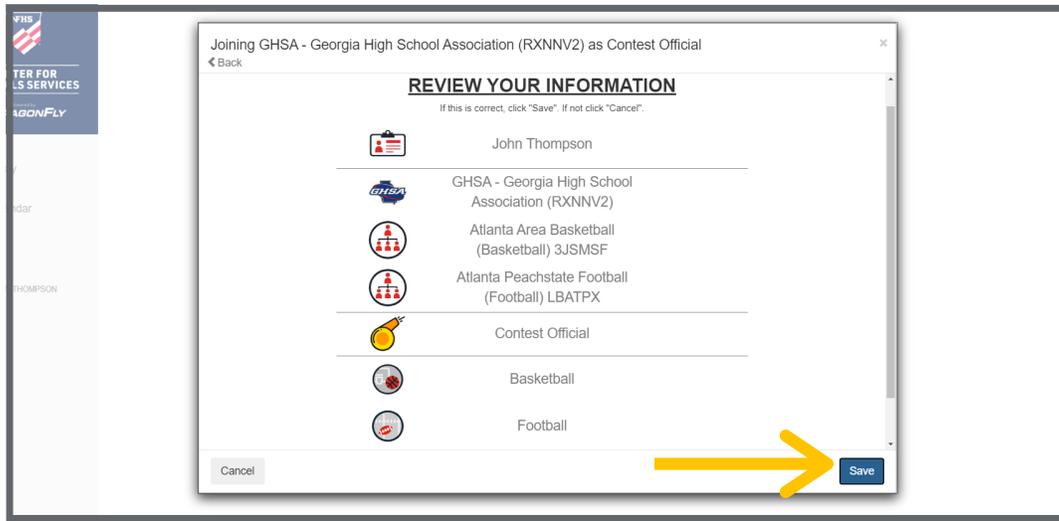


Step 12: Search for and choose your local associations for each sport and click the 'Add' button.

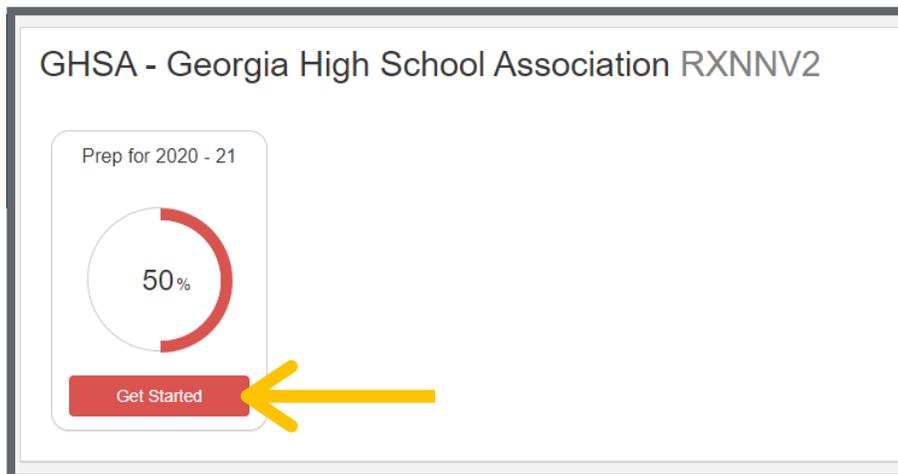




Step 13: Review your selections and if everything is correct, click the 'Save' button. If you need to make a change, click the 'Cancel' button.

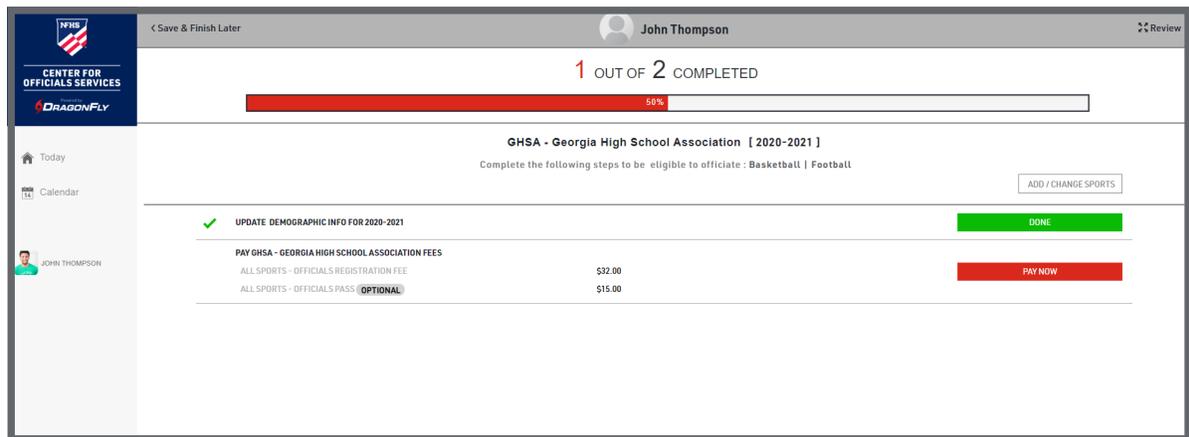


Step 14: You will be redirected to your profile page, where you will see a progress bar for your Official's Registration with the GHSA. To complete your registration, click the red 'Get Started' button.





Step 15: Complete the requirements and fees in your registration checklist. When you have submitted all items, your progress bar will turn green and show that you're 100% complete.



For additional tutorials on viewing your officials and assigning games, visit [DragonFly Academy for Local Associations](https://dragonflymax.com/academy/localassociations).

