

# BUILDING YOUR TEAM | STEP ONE

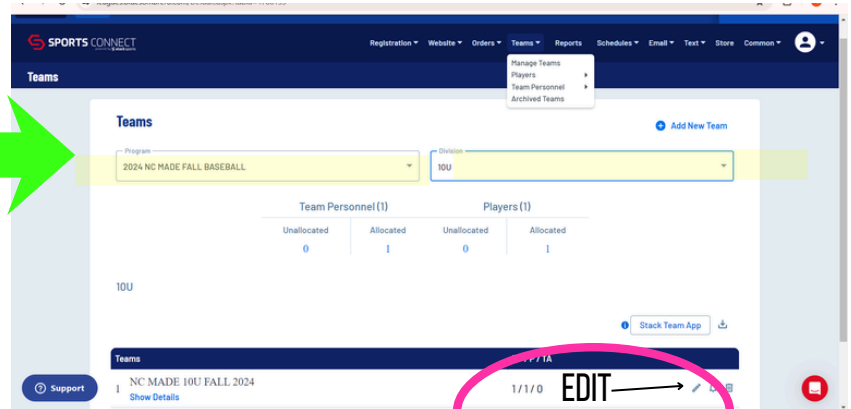
DO NOT CLICK IF YOU ARE UNSURE. STOP & CALL FOR HELP!

## TEAMS CLASSIC

### MANAGE TEAMS

SELECT YOUR TEAM

EDIT PLAYERS



### ADD ONLY REGISTERED PLAYERS

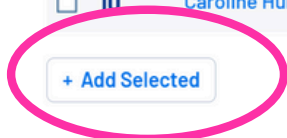
### YOU WANT ON THE TEAM

(THEY MUST HAVE REGISTERED, STEP ONE PRIOR THIS WILL CHANGE THEM TO ALLOCATED PLAYERS)



### Unallocated Players

<input type="checkbox"/>	Name
<input type="checkbox"/>	1 Owen Childress
<input checked="" type="checkbox"/>	2 Cason Christopher
<input type="checkbox"/>	3 Charlie Cooper
<input type="checkbox"/>	4 Karson Dale
<input type="checkbox"/>	5 Jameson Gilliam
<input type="checkbox"/>	6 Blake Goodman
<input type="checkbox"/>	7 Bryce Goodman
<input type="checkbox"/>	8 LeVeon Hooper
<input type="checkbox"/>	9 TreVeon Hooper
<input type="checkbox"/>	10 Caroline Hurd



CLICK SAVE & FINISH AT BOTTOM



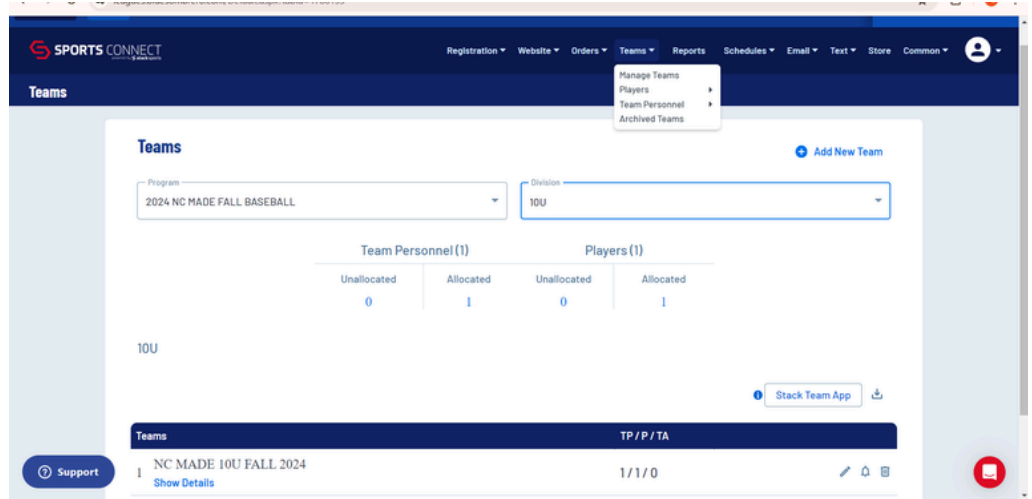
✓ Save & Finish

FOR THOSE WHO DID NOT MAKE THE TEAM, DO NOT ALLOCATE THEM TO YOUR TEAM.

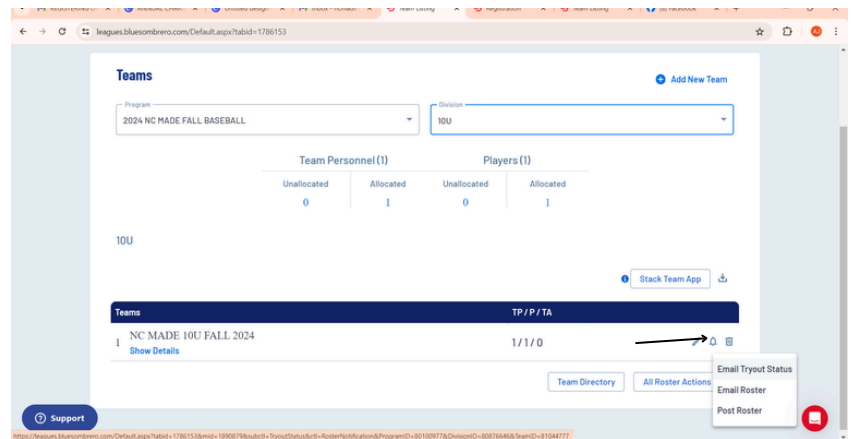
# SENDING TEAM ACCEPTANCE EMAIL | STEP TWO

DO NOT CLICK IF YOU ARE UNSURE. STOP & CALL FOR HELP!

**GO BACK TO YOUR TEAM**



**SELECT ROSTER NOTIFICATION  
EMAIL TRYOUT STATUS**



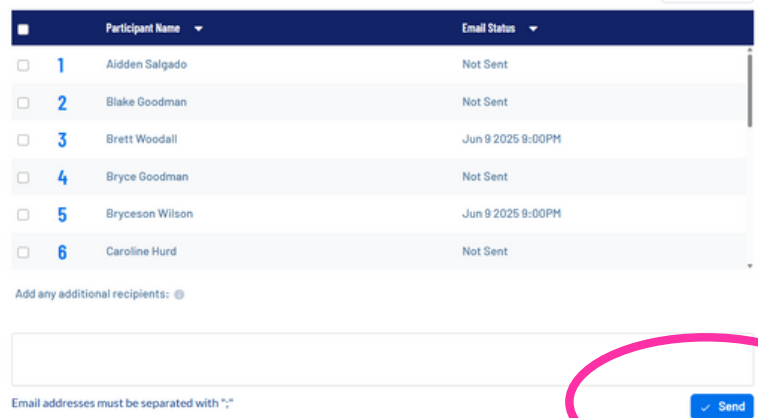
## **SENDING EMAIL**

**SELECT PLAYERS WHO DID MAKE THE TEAM  
(THEY ARE IN THE TOP SECTION)**

**SELECT SEND**

DO NOT CHANGE EMAIL TEXT, IT'S ALREADY FORMATTED

**REPEAT STEPS & SELECT PLAYERS WHO DID  
NOT MAKE THEM TEAM  
(BOTTOM SECTION)**



**CHECK BACK ON THIS PAGE FOR STATUS: ACCEPTED, PENDING, ETC**