

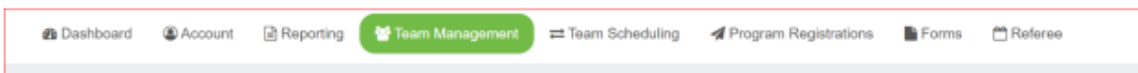
How to Upload Your Team Documents into GotSport

- For the 2022 ASG Academy Cup, all documents must be submitted via GotSport
 - Link: <https://system.gotsport.com/users/login>
- Documents can only be submitted if your name is linked to the roster as a Coach or Team Manager - connect with your club if you do not see our event listed
- Medical Releases are not required to be uploaded
- Document upload is mandatory for all teams - documents required are:
 - PDF of passes
 - Must be the same affiliation as your team i.e., *FYSA passes cannot have a guest player with a US Club pass.*
 - Guest player form (if applicable) - only required if the player is not from your club
 - Must be the same affiliation as your team i.e., FYSA passes cannot have a guest player with a US Club pass.
 - Roster is not required - we will import from the event roster - please ensure this is correct
- Contact your club registrar/admin for help with cloning/creating your event roster
- Questions? <mailto:warnersoccer@warnersoccer.com>

Log into Gotsport: <https://system.gotsport.com/users/login>

- Use the username/ID email/password that was created for you to complete your background check, SafeSport, and Heads-up Certifications.

Click on Team Management:



Click on the name of your team:



Build your event roster and ensure that it is correct - this will be downloaded onto the game card:

Click on the Rosters tab

From the "Select Event Roster" drop down, select the ASG Academy Cup.

Click on Search

Scroll down, to the right and from the “Clone roster from” select the roster that you wish to clone to the tournament (either FYSA Registration event or US Club Soccer Rosters and Passcards).
Click Submit

Check your roster is correct. This will be duplicated onto the game card and used by the referee to check your team in for game play.

- Enter all jersey numbers
- **Do not enter ID numbers or position - this is not required**

Name	Level	Id Number	Jersey	Position	Gender	DOB	Status
test, test			g		Male	2008-05-06	P
tester, testy			g		Male	2008-02-02	P

To add a player to the event roster that plays for your club, click on “add Club Pass Player”
- NOTE - many clubs do not allow teams to do this themselves. Contact your registrar/admin for assistance

Player must be on the 2022/22 FYSA Event Roster or other official state roster within GotSoccer to be added

Enter the name, and date of birth as on the player pass, click Search and add.

Add Club Pass Player Hide

Search for players within the team's club to add him/her to the team.

First name: Last name: DOB:

Search Results

To add a guest/club pass player to an event roster, you'll first want to be sure that the event is allowing both types of players for the event. Once this is done here are the steps:

1. Add the player that you're using for the event a player role with your club by going to: Club management>players>add player. Here you will look up that player and add them to your account

The screenshot shows the 'Players' management interface. The left sidebar has a menu with 'Players' highlighted. The main area displays a table of players. A red arrow points from the 'Add Player' button in the sidebar to the 'Add Player' button in the top right of the table area.

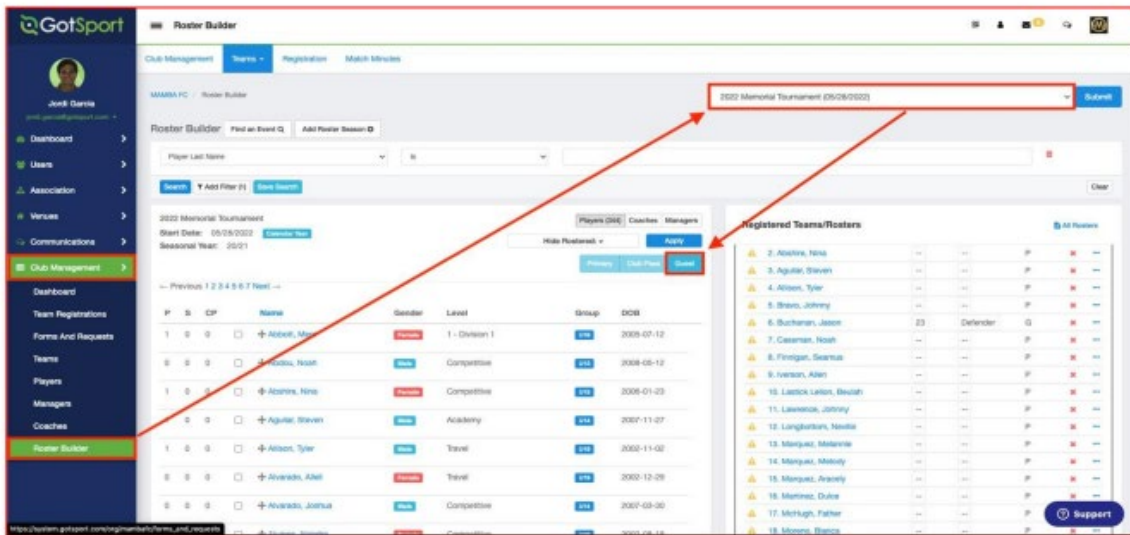
Name	Email/UserID	Gender	DOB	Age	Level	Phone
Albert, Mari	maria@bo-eb0249@gotspor-demo.com	Female	07/12/2006	17	1 - Division 1 1 - Division 1	404.381.0244
Abdulla, Isah	Isah.Abdulla@twe.com	Male	05/12/2008	14	Competitive	9047189401
Adams, Nina	ninaadms-349881@gotspor-demo.com	Female	01/23/2006	16	Competitive Competitive	537-325-6885
Aguilar, Steven	test123@test.com	Male	11/27/2007	15		
Alison, Tyler	test123@test.com	Male	11/20/2002	20	Travel Travel	
Alvarado, Abel	test502@test.com	Female	12/29/2002	20	Travel	
Alvarado, Justus	test113@test.com	Male	03/26/2007	15		

The screenshot shows the 'Add User' form overlaid on the 'Players' page. The form has the following fields:

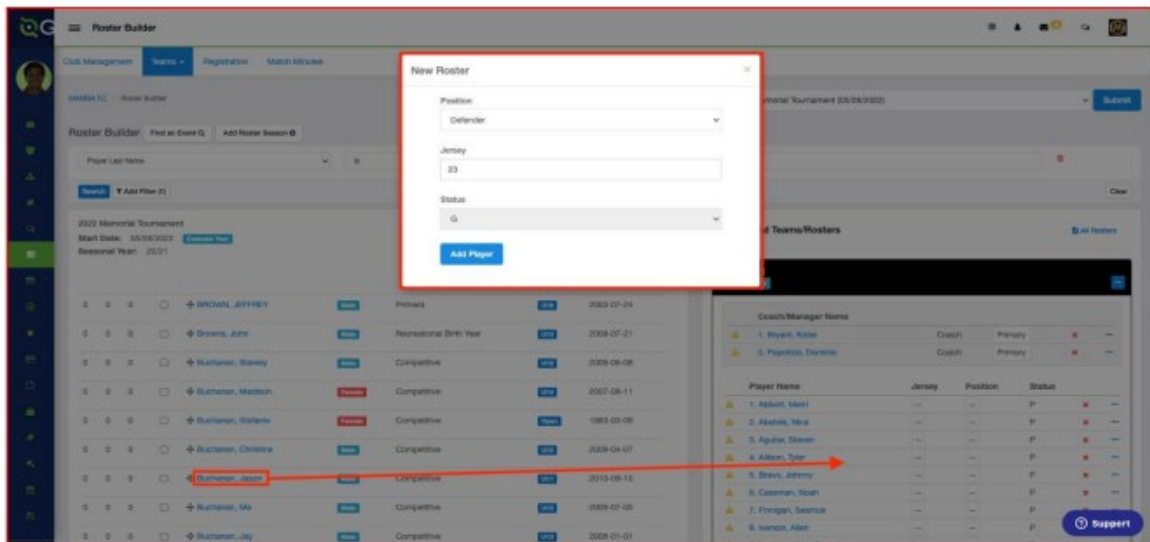
- DOB:
- First Name:
- Last Name:
- Email/UserID (optional):
- Postal Code (optional):

A 'Search' button is located at the bottom left of the form.

2. Now that the player has been added you will go to "Roster Builder" select the Event, followed by the "Guest" Tab. (or Club Pass).



3. When you drag the player from the guest pool to the team's roster, a box will appear asking for the Position and Jersey number, the status will automatically be set to "G" for guest. Or "CP" for Club Pass.



4. Now you will see the player on the roster.

The screenshot shows the 'Roster Builder' interface for the '2022 Memorial Tournament (05/26/2022)'. The main area displays a list of players with columns for P, S, CP, Name, Gender, Level, Group, and DOB. The player 'Bushman, Jason' is highlighted in red. To the right, the 'Registered Teams/Rosters' list shows a table with columns for player number, name, position, and status. The player 'Bushman, Jason' is also highlighted in red in this list.

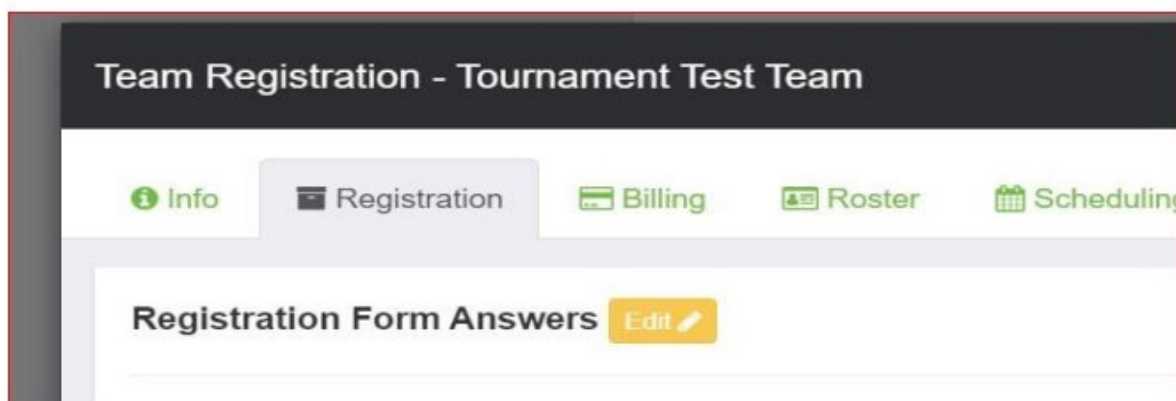
P	S	CP	Name	Gender	Level	Group	DOB
1	0	0	+ Abbot, Brent	Female	1 - Division 1	200	2008-07-12
0	0	0	+ Abdou, Noah	Male	Competitive	200	2008-05-12
1	0	0	+ Abshire, Nina	Female	Competitive	200	2008-01-23
1	0	0	+ Aguilar, Steven	Male	Academy	200	2007-11-27
1	0	0	+ Allison, Tyler	Male	Travel	200	2000-11-02
0	0	0	+ Alvarado, Alan	Female	Travel	200	2000-12-29
0	0	0	+ Alvarado, Joshua	Male	Competitive	200	2007-02-30

Player	Position	Status
2. Abshire, Nina	P	OK
3. Aguilar, Steven	P	OK
4. Allison, Tyler	P	OK
5. Abbot, Brent	P	OK
6. Bushman, Jason	D	OK
7. Caseman, Noah	P	OK
8. Finnigan, Seamus	P	OK
9. Iverson, Alan	P	OK
10. Lattick Lebon, Braugh	P	OK
11. Lawrence, Johnny	P	OK
12. Longbottom, Neville	P	OK
13. Mangual, Mylene	P	OK
14. Mangual, Mylene	P	OK
15. Mangual, Anselmy	P	OK
16. Sieniec, Dulca	P	OK
17. Stockugh, Fatch	P	OK
18. Wilson, Bianca	P	OK

Next, upload your Player/Coach passes. Click on Team Registrations tab followed by ASG Capital Cup

The screenshot shows the 'Team Registrations' interface. At the top, there are tabs for 'Team', 'Rosters', 'Team Registrations', and 'Messages'. Below the tabs is a search bar with the text 'Search Event Name' and a 'Search' button. Below the search bar is a section titled 'Team Registrations'.

Click on "Registration" Tab followed by Orange "Edit" option



Please upload documents for check-in below

Official Player Cards
 Guest Player form(s) if necessary

Player cards

Choose File No file chosen

Guest Player Form

Choose File No file chosen

Upload documents, scroll to the bottom and save.



All uploads can be replaced and are editable

DEADLINE for Online Check-In is Sunday, November 6th, 2022 at 11:59 PM – NO EXCEPTIONS. Note, rosters will be "frozen" at that time. Once your documents have been approved, no further action is required. For team check in with the referee, you will need your laminated passes and a copy of your official roster.

Additional information:

1. All FYSA or US Club players must be age verified in GotSport - no exceptions. All player passes must have a valid headshot - no exceptions
2. All players must be included on the roster
3. All coach and bench staff personnel must have a laminated pass with the same affiliation/club as the roster/player passes

4. Guest players within the club must be pre-printed on the roster. A guest player form is NOT Required. This is called a Club Pass player.

5. Uniform jersey numbers are required for all players.

6. Player Passes Upload: required for each player, coach, assistant coach, manager (Front Copy Single Version – Maximum 8 per page – No single passes accepted).

7. Guest Player Forms must be completed in compliance with the sanctioning body that has issued the player passes. Please contact your club registrar for guidance.

- o FYSA - only electronically generated forms from within GotSport digitally signed by the loaning and accepting club will be accepted. No exceptions.

- FYSA - contact your club administrator for guidance

- US Club - <https://usclubsoccer.org/forms-documents/> o Guest players must be affiliated with the same association i.e., US Club with US Club. It is not possible to play FYSA with a US Club pass or vice versa.

8. State Permission to Travel for all teams outside of Florida. This does not apply to US Club rosters.