



demosphere

THE TEAM BEHIND TEAM SPORTS

Team Pages Guide

Accessing Your Team Page

Before you can login to your team, you **MUST** be added as a Team Staff member within the Club registration system with the role of **Coach, Assistant Coach, or Team Manager**, have an **approved registration status**, and a **valid email address**. *Note: If you are unable to login, please reach out to your Club Admin to request to be added as a Team Staff member.*

Table of Contentx

Contents

Accessing Your Team Page	1
Logging in to Your Team Page	1
Maintaining Your Team Page	3
Print Game Cards.....	6
Score Reporting	7
Post-Match Reporting for Teams.....	8

Logging in to Your Team Page

To log into your team page, navigate to the public team page posted on your league's website. When you view the league schedule, you will see a list of teams participating in the current season for your league. You can access your team page from the schedule by clicking on the name of your team.

Click your team name:

Nova Scotia Soccer League 2019 Summer

Female U13 AA

SFC U13AA girls
 HCU U13AA Girls
 VU 13AA Girls
 Dunbrack U13AA Girls
 CITY 13AA Girls
 UDFC U13 AA Girls - Navy

List of teams when viewing the schedule

Female U13 AA

Sun, May 5, 2019

GAME#	Time	Home	Away	Location
1	11:00 am	VU 13AA Girls	vs UDFC U13 AA Girls - Navy	Raymond Field Field
2	1:00 pm	CITY 13AA Girls	vs Dunbrack U13AA Girls	Mainland Common All Weather SF Field 1
3	2:45 pm	HCU U13AA Girls	vs SFC U13AA girls	Mainland Common All Weather SF Field 1

On the right-hand side of the page click the “Team Log In” button:

HCU U13AA Girls (2019 Summer)

TEAM LOG IN

Team Uniform

HOME

AWAY

Team Roster

** NO PLAYERS FOUND **

Team Links

Official Team Schedule
 Team History

Female U13 AA

01. SFC U13AA girls
 02. **HCU U13AA Girls**
 03. VU 13AA Girls
 04. Dunbrack U13AA Girls
 05. CITY 13AA Girls
 06. UDFC U13 AA Girls - Navy

HCU U13AA Girls Schedule **Calendar** MR: Match Report

GAME#	Date	Time	Home	MR	Away	Location
May 2019						
3	Sun May 5	2:45 pm	HCU U13AA Girls	vs	SFC U13AA girls	Mainland Common All Weather SF Field 1

Click the “click here” link to retrieve your PIN to log in if you don’t have one or don’t remember. **NOTE:** This pin is different from the password used to access your household account.

TEAM LOG-IN ** HCU U13AA Girls - Nova Scotia Soccer League 2019 Summer **

Email Address

PIN# Log In

** If you don't have a PIN#, or if you've forgotten it, then click here to have it sent to you **

Enter the email associated with your Demosphere account and click “Submit”. **Note:** The email address should be the same email used when registering with your club or the email you provided to the club when requesting they add you to the team roster.

LOG-IN Info Retrieval ** UDFC U13 AA Girls - Navy - Nova Scotia Soccer League 2019 Summer **

Please enter your email address as a player or team contact for UDFC U13 AA Girls - Navy - Nova Scotia Soccer League 2019 Summer.

Submit

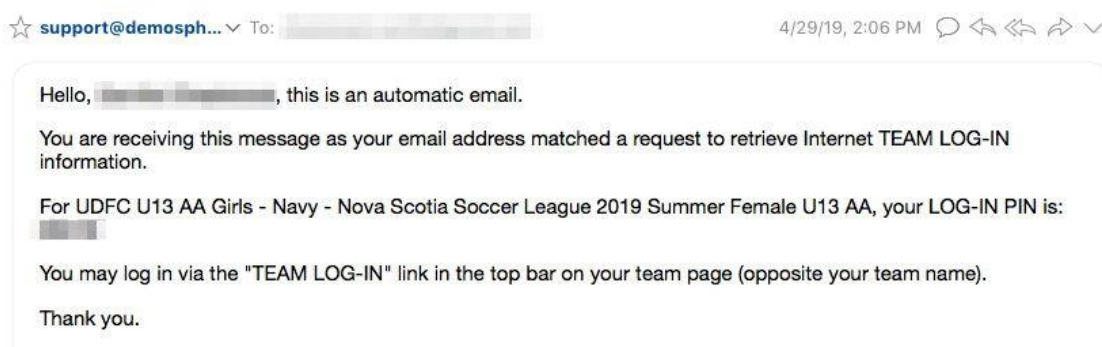
(Note, if you intended to log in to a different season or league, first find your team page within that season.)

* If a current match is found, your PIN# information will be sent via this address.

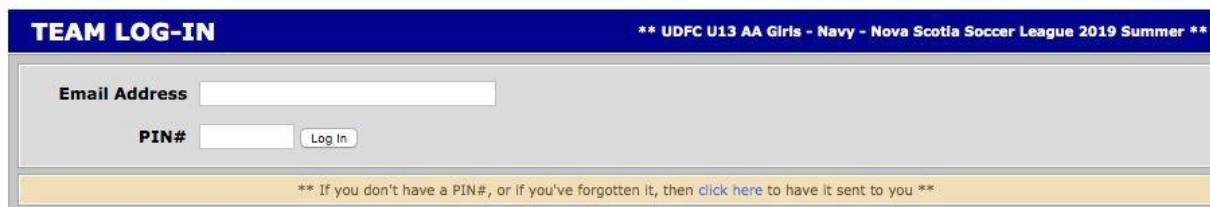
The system will verify you are listed as a team contact and you will see the message below. Click "Return to Log In". *Note: If the email you entered DOES NOT match the email on file with the club, you will receive a message indicating the user is not found and you need to contact your club to verify the email on file.*



You will be sent the pin needed to log into your team page via email. The email will be from support@demosphere.com:

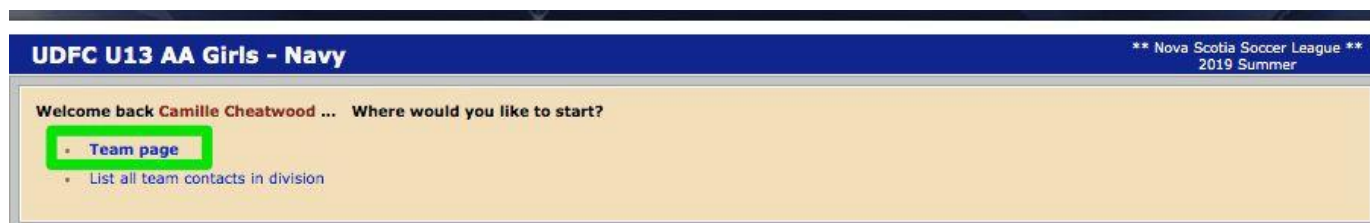


Enter your email and the pin you received via email:



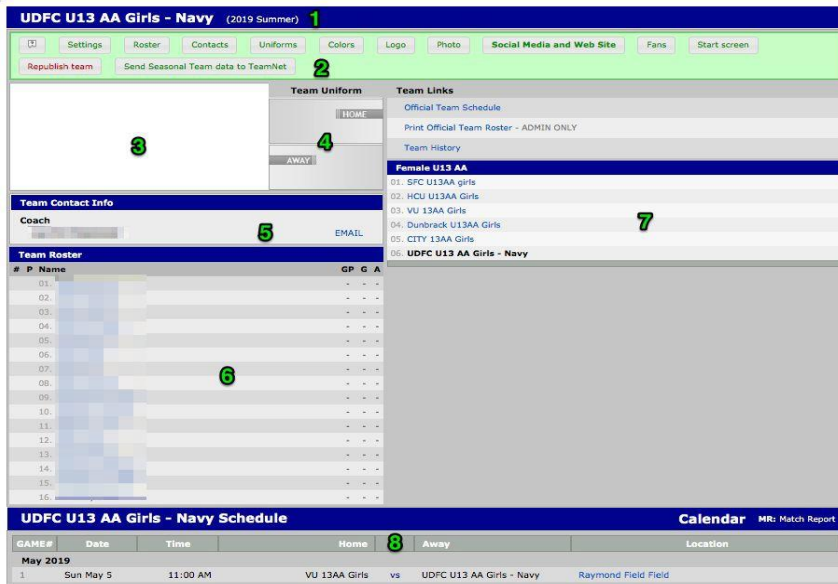
Once you log in, you will be brought to your team start page. Here you can:

1. Access your team page. Click "Team page".



Maintaining Your Team Page

Here are some key features about your team page:



1. This is your team name and the current season
2. This is the team page toolbar team admins see when they log in.
3. If you upload a logo for your team, it will display here.
4. If you set uniform colors for your team, they will display here.
5. This is the list of team contacts for your team that have synced from your Club system. Contact your Club Admin if additional team contacts should be added.
6. Here is the list of players for your team (your roster). The roster is maintained and locked via the Club Registration system. If you need to make any changes to your team roster, please contact your Club Admin. *NOTE: You do have the ability to add guest players to your team for a specific game, addressed below.*
7. This is where the standings for your division will display.
8. This is the schedule for your team. If needed, you can export the schedule by clicking on the “Calendar” link.

As an admin for the team, you have the option to adjust your team page settings by using the tools in the green toolbar:



Adjust the settings for your team page by clicking “settings”:

Edit Team Settings (UDFC U13 AA Girls - Navy - 2019 Summer)

PLAYER OPTIONS:	TEAM CONTACTS OPTIONS:
Link to individual Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	Link to individual Team Staff Pages: <input type="radio"/> YES <input checked="" type="radio"/> NO
Allow Players to Login to edit their info: <input checked="" type="radio"/> YES <input type="radio"/> NO	Show Team Contacts Email Addresses: <input checked="" type="radio"/> YES <input type="radio"/> NO
Show Email Addresses on Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	Show Team Contacts Phone Numbers: <input checked="" type="radio"/> YES <input type="radio"/> NO
Show Height on Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	Show Photos on Team Contacts Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO
Show Weight on Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Age on Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Individual Player Stats: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Player Photos: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Jersey Numbers: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Bio on Player Pages: <input checked="" type="radio"/> YES <input type="radio"/> NO	
Show Rosters to the Public: <input checked="" type="radio"/> YES <input type="radio"/> NO	

[Save](#)

You can view the roster from your team page but also view it by clicking “roster”:

[Contacts](#) | [Team Home](#)

Team Roster - UDFC U13 AA Girls - Navy ** Nova Scotia Soccer League **
2019 Summer

[Print Official Team Roster](#) | [Add New Players](#) | [Team Roster Export](#)

JER	POS	PLAYER NAME	ID#	BIRTHDATE	PHOTO	EMAIL
01.						
02.						
03.						
04.						
05.						
06.						
07.						
08.						
09.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						

You can view your team contacts on the team page but can also view them by clicking “contacts”.

[Roster Admin](#) | [Team Home](#)

UDFC U13 AA Girls - Navy - Team Contacts ** Nova Scotia Soccer League **
2019 Summer

NAME	ROLE	ADMIN	PUBLIC	HOME PHONE	CELL PHONE	EMAIL
	<input type="text"/>	<input type="checkbox"/>	Coach	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	NONE NONE EMAIL

Edit Player Jersey Numbers

From your team page, click on “roster” in the green box.



At the top of the page, in the green box, click the button “Edit Jersey Numbers.”

Contacts Team Home

Team Roster - UDFC U13 AA Girls - Navy ** Nova Scotia Soccer League **
2019 Summer

[Edit Jersey Numbers](#) |
 [Print Official Team Roster](#) |
 [Add New Players](#) |
 [Team Roster Export](#)

JER	POS	PLAYER NAME	ID#	BIRTHDATE	PHOTO	EMAIL

When you click this button, a dialogue pops up for the editing of all players jersey numbers. Enter the jersey numbers for each player and click “save.” The jersey numbers will now attach to the players and print on the game cards.

Print Game Cards

Scroll down to the team schedule on your team page and click on the “vs” for the game you wish to print the game card for:

16. Veinotte, Olivia

UDFC U13 AA Girls - Navy Schedule Calendar MR: Match Report

GAME#	Date	Time	Home	vs	Away	Location
May 2019						
1	Sun May 5	11:00 AM	VU 13AA Girls	vs	UDFC U13 AA Girls - Navy	Raymond Field Field

Click “Print Game Report PDF”:

[PRINT GAME REPORT PDF](#) ** OFFICIAL PRE-MATCH LINEUP **

VU 13AA Girls vs. UDFC U13 AA Girls - Navy ** Nova Scotia Soccer League 2019 Summer ** #1

DATE/TIME Sun, May 5, 2019 - 11:00 am

FIELD Raymond Field Field

REFEREES

VU 13AA GIRLS [Add Eligible Players](#) UDFC U13 AA GIRLS - NAVY

JER	POS	MATCH ELIGIBLE	ID#

If you are trying to print the game card the DAY OF the game, you will first need to switch to the Pre-Match Report view:

Edit: [Score](#) | [Referees](#) | [Switch to PRE-MATCH Mode](#) Republish Match Reports Admin

Central FC CFC Destroyers vs. Halifax City SC HCSC Phoenix ** MSWSL 2019 Summer **
#100

DATE/TIME Thu, May 2, 2019 - 9:00 pm Final

FIELD Mainland Common All Weather SF Field 1

REFEREES

DIVISION Female Women's A DeWolf Division

Central FC CFC Destroyers Halifax City SC HCSC Phoenix

Edit CENTRAL FC CFC DESTROYERS Match Stats/Events			Edit HALIFAX CITY SC HCSC PHOENIX Match Stats/Events		
#	POS	MATCH ELIGIBLE	#	POS	MATCH ELIGIBLE

Print the game card for your game:

