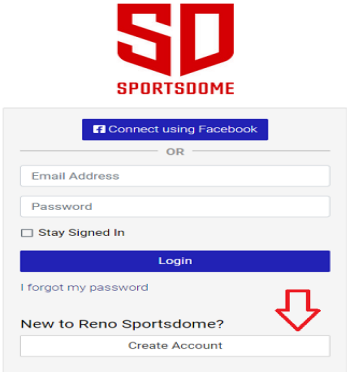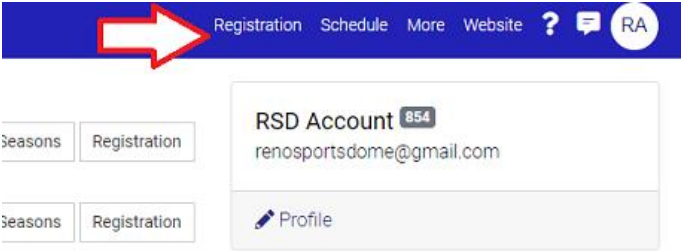# Instructions for Registering a Team (Coaches/ Team Managers)

Registration can be completed via a desktop computer or the DASH App
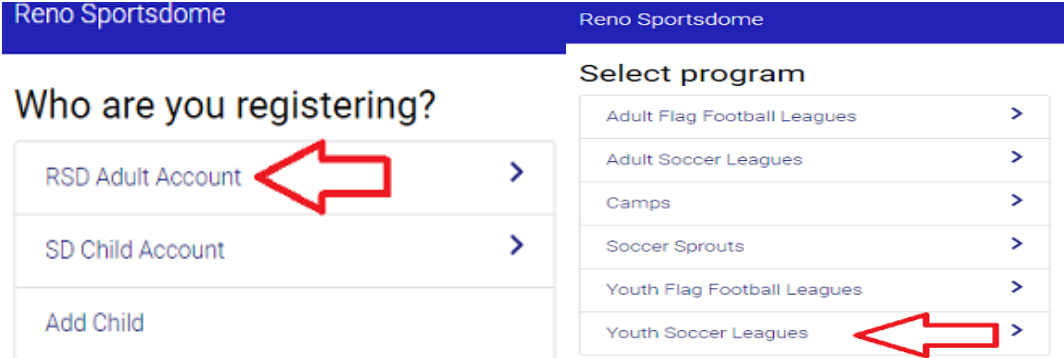
Step 1: Create a DASH profile by [CLICKING HERE](#) & following the prompts.

Step 2: After your profile is created select "REGISTRATION" at the top of the page.

Step 3: Select your name, click "Youth Soccer Leagues" and select "Register a Team" Select "Yes" you are the coach or manager

Please choose one of the follow Reno Sportsdome

Join a Team
Register (or request to join) an existing team!

Register a Team ⬅
Create a new team, or re-register one from the past!

Are you the coach or manager?

Yes ⬅

No

Step 4: Click "Select" next to Winter 2 2021 Youth Soccer and then select the correct age group for your team

1. Select the below season that you want to register for. To view seasons in other locations, select the location below.

Winter 2020 Youth Soccer
Starting Sat Oct 24, 2020 Details   ➡   Select

Step 5: Enter your team name and **UNCHECK** the box that says "I will be playing on this team" * If you do not uncheck this box, the system will require you to pay at checkout*

Selected Level
U-5 Coed (Born 2016)
Starting Sat Oct 24, 2020
Games: 8
Age Range: All Ages
Skill: C - Youth Recreational

Team Information
◉ **Register new team**

Name
⬇

Enter team name

Full price $96.00
➡ ☐ I will be playing on this team

Step 6: Follow the prompts and your team will be created

Reno Sportsdome

Team Registration

You're Almost Done!
Your team has been created. You can invite others to join using the invite tool on the Team Page.

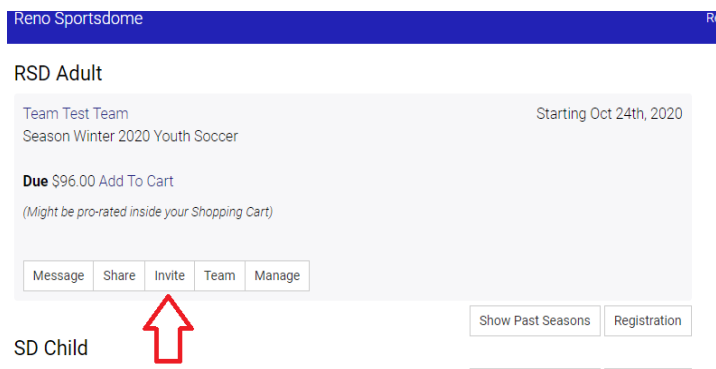# Players Registering to Your Team (Coaches/ Manager)

Directions for players to register to specific teams can be found by clicking the

"Team Registration (Players)" link on the Youth Soccer Page

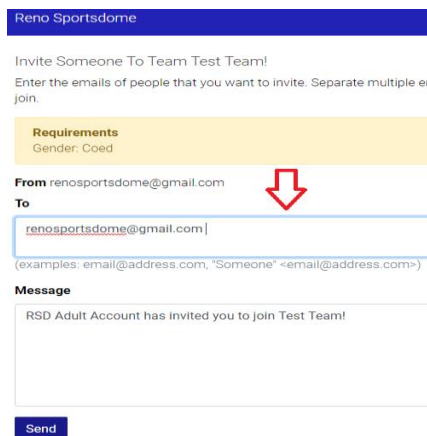There are **2** ways Coaches can add players to their roster via DASH.

Option 1: Inviting players via Email

Step 1: Log into your DASH account and on your dashboard under your team, CLICK "INVITE"

Step 2: Enter the email addresses of the players you would like to invite to your team. You have the option to also include a message.

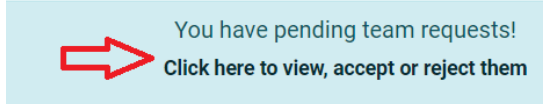

Step 3: Your players will receive an email inviting them to join your team. They can click the link, follow the prompts, and complete registration. Once they complete registration they will appear on your roster. To view your roster, go back to the dashboard and click "Manage" under your team.

Option 2: Accepting Requests to join your team

Step 1: Once a player requests to join your team you will receive a notification on your dashboard. Click to review the requests.

You have pending team requests!
Click here to view, accept or reject them

Step 2: Select a response and select "send response"

Requests To Join
The following players have requested to join one or more of the groups you manage.
To respond to the requests select "Yes" or "No" and enter an optional comment to send to them via email.

SD Child Account **is requesting you to join** Test Team

○ Undecided
● Yes
○ No
○ No & Do Not Notify Requester

Optional note sent to SD Child Account

Requested: Fri Sep 4th at 11:31 AM

Send Response

Step 3: Players will receive your response and will be given the option to complete registration. They can click the link, follow the prompts, and complete registration. Once they complete registration they will appear on your roster. To view your roster, go back to the dashboard and click "Manage" under your team.

SD Child Account's request to join **Test Team** was accepted!
Complete Registration   Decline