

## **Setup Player to Received TeamSideline Communications**

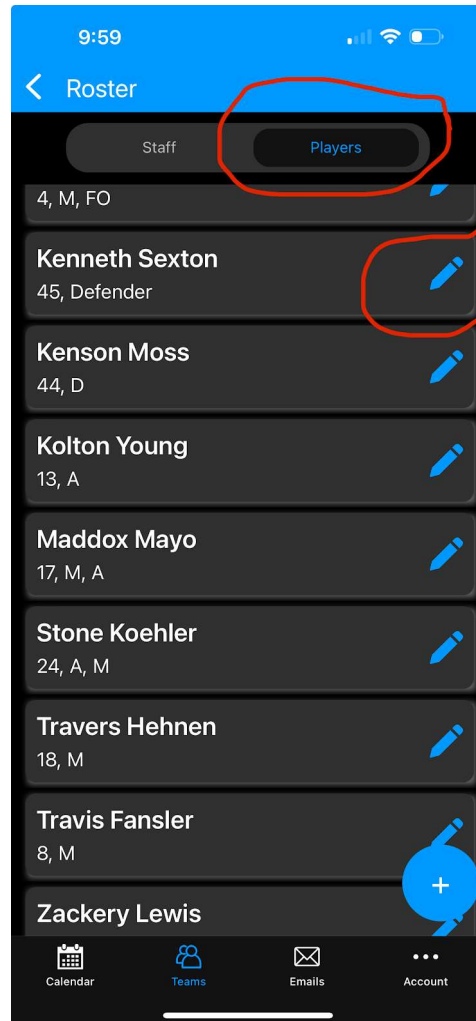
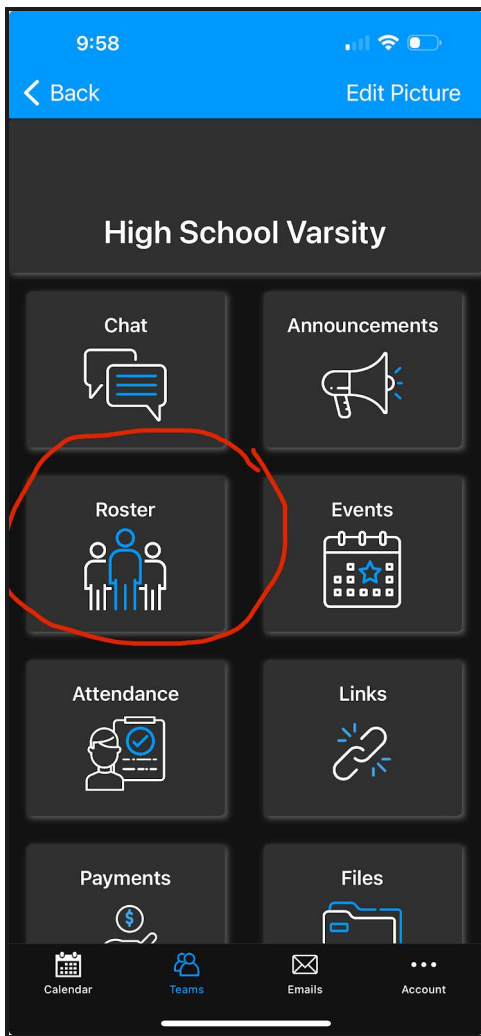
Below are instructions on how to enable communications directly to your player.

For your player to receive emails and text messages from TeamSideline you must complete two steps, both are necessary to ensure your player receives messages from the coach and messages sent out from the board.

- 1) **Parent** must add email address and phone number to roster through Team Sideline App or Team Site. (Instructions for both are below)
  - a) Have player use forgotten password to setup their account. They can then use that account to login to the app and get communications directly to their phone.
- 2) Player should also go to <https://cookevillelax.com/newsletter-signup> and signup for text alerts

### **Enable player communications through TeamSideline App:**

- 1) Open App, select "Roster", make sure "Players" is selected and then click the pencil next to your player's name.



- 2) Update your player's email and phone number, if you want to enable text messages, make sure "Phone Type" is "Cell" and select the cell provider from the drop down.

10:01

< Edit Roster

First Name: Kenneth Last Name: Sexton

Email: [Redacted]

Phone 1: [Redacted]

Phone 1 type: Cell

Phone 1 provider: [Redacted]

Add another phone number +

Parent of: none ▼

Player    Coach

Assistant coach    Team Parent

Site coordinator    Manager

Calendar    Teams    Emails    Account

### **Enable texts on Team Site**

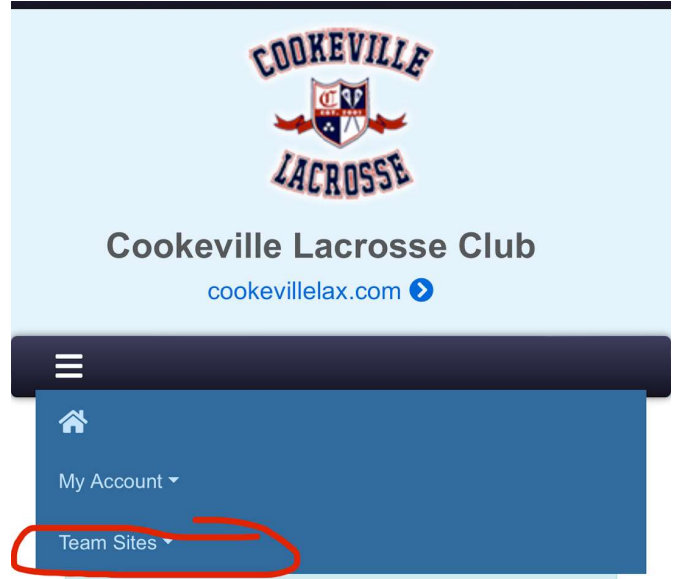
The same three steps are required to update your player contact information through the Team Site:

- 1) open the Team Site roster,
- 2) edit a parent/player name and
- 3) enable texts.

**Accessing Team Site:**

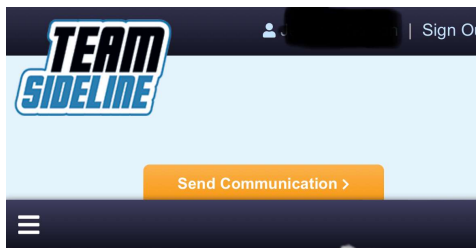
Team site URLs change every season, but you can view your team site using these instructions:

- 1) Access the team site by logging in at cookevillelax.com, viewing "My Account". Using the menu at the top, click on "Team Sites" and select the appropriate Team Site for your player.



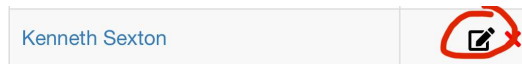
My Account

- 2) Once on the Team Site, select the "Roster" option, then scroll down the roster to locate your player. Click the edit box next to your player's name.



High School Varsity Spring [Help](#)

- Team Home
- Roster**
- Events
- Attendance
- Files
- Stats
- Payments
- Announcements
- Links
- Pictures



- 3)

- 4) Add your player's email and phone and if you want to enable text messaging, check the box and select the appropriate cell provider.

Calendar Communications Teams Family & Friends

### High School Varsity Spring 2024 > Edit Member

Team Home Roster Events Attendance Files Stats Payments Announcements Links Pictures

Use this page to edit TeamSideline information for members of your team.

First Name \* Elliot

Last Name \* Woods

Role(s) \*

- Player
- Manager
- Coach
- Assistant Coach
- Team Parent
- Site Coordinator
- Parent

Phone 1 931-239-5183 Preferred

Enable text messaging for this phone number.

Phone 2 - - - Preferred

Enable text messaging for this phone number.

Phone 3 - - - Preferred

Enable text messaging for this phone number.

Email Address e.woods121@gmail.com

Privacy Required  !

Jersey #

Position

To remove a player, uncheck the box.