



Team Pages Guide

Accessing Your Team Page

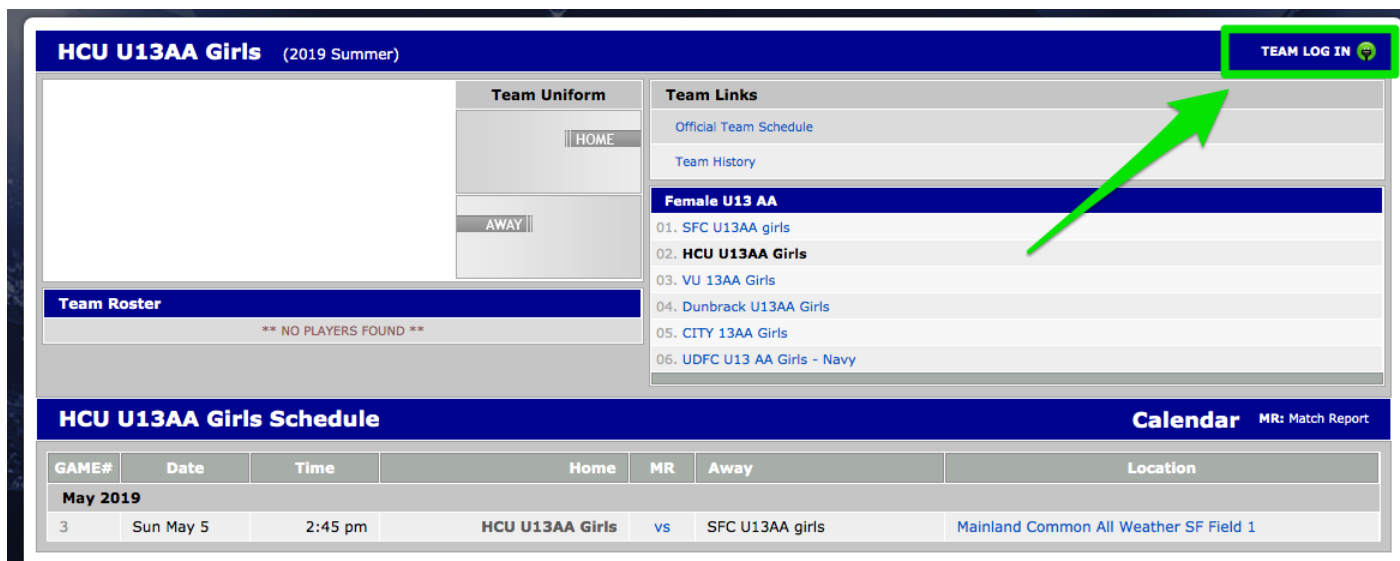
Before you can login to your team, you **MUST** be added as a Team Staff member within the Club registration system with the role of **Coach, Assistant Coach, or Team Manager**, have an **approved registration status**, and a **valid email address**. *Note: If you are unable to login, please reach out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

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:

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



HCU U13AA Girls (2019 Summer)

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

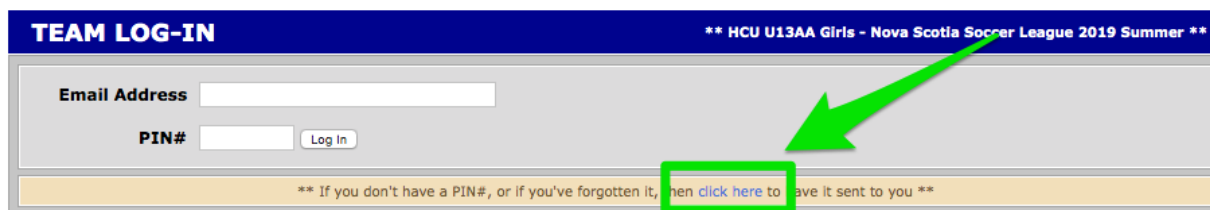
06. UDFC U13 AA Girls - Navy

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.*



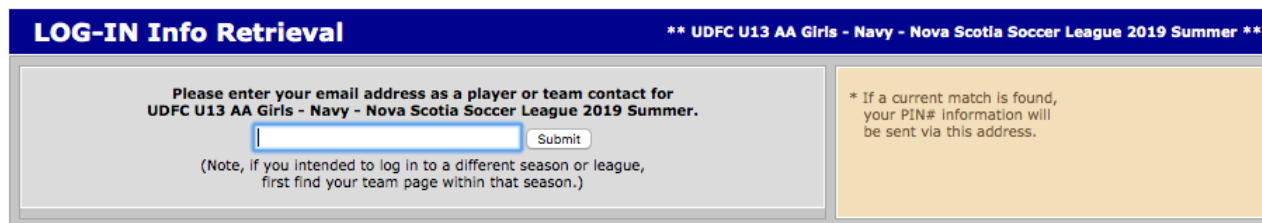
TEAM LOG-IN ** HCU U13AA Girls - Nova Scotia Soccer League 2019 Summer **

Email Address

PIN#

** 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.*



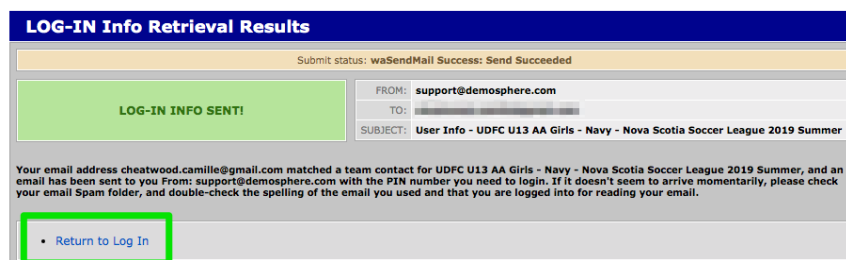
LOG-IN Info Retrieval ** UDFC U13 AA Girls - Navy - Nova Scotia Soccer League 2019 Summer **

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

(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.*



LOG-IN Info Retrieval Results

Submit status: waSendMail Success: Send Succeeded

LOG-IN INFO SENT!

FROM: support@demosphere.com

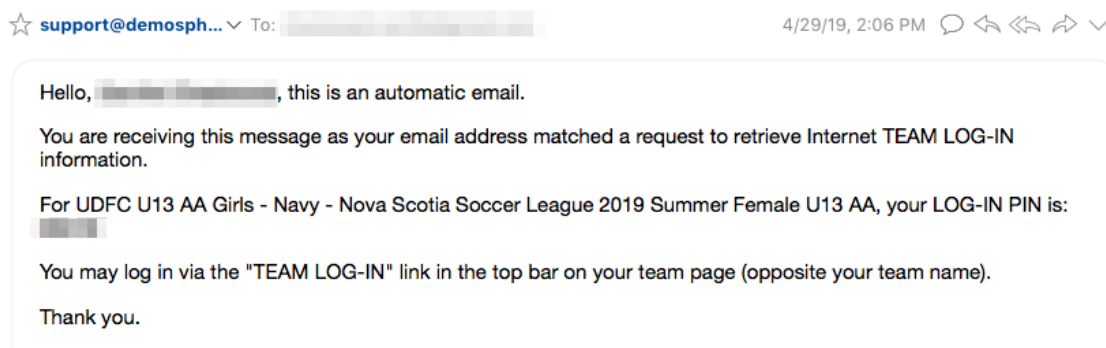
TO: [redacted]

SUBJECT: User Info - UDFC U13 AA Girls - Navy - Nova Scotia Soccer League 2019 Summer

Your email address cheatwood.camille@gmail.com matched a team contact for UDFC U13 AA Girls - Navy - Nova Scotia Soccer League 2019 Summer, and an email has been sent to you From: support@demosphere.com with the PIN number you need to login. If it doesn't seem to arrive momentarily, please check your email Spam folder, and double-check the spelling of the email you used and that you are logged into for reading your email.

[Return to Log In](#)

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:

TEAM LOG-IN ** UDFC U13 AA Girls - Navy - 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 **

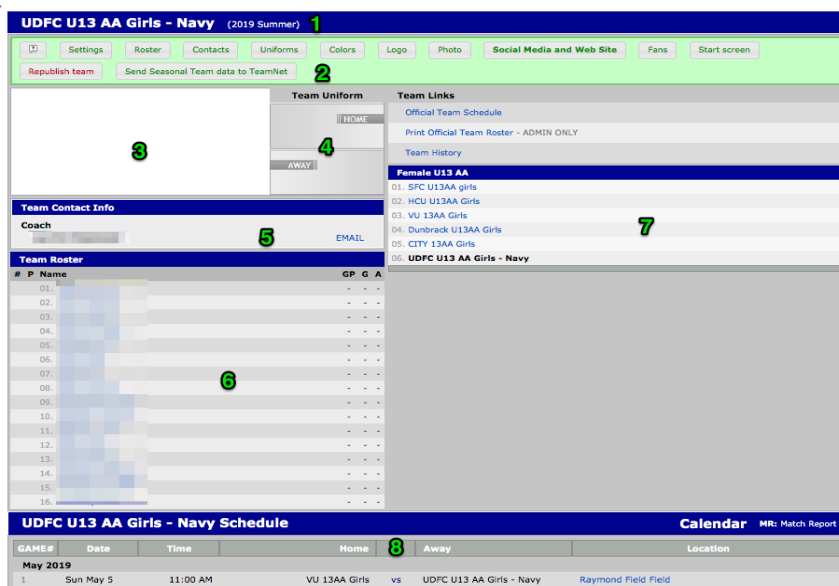
Once you log in, you will be brought to your team start page. Here you can:

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



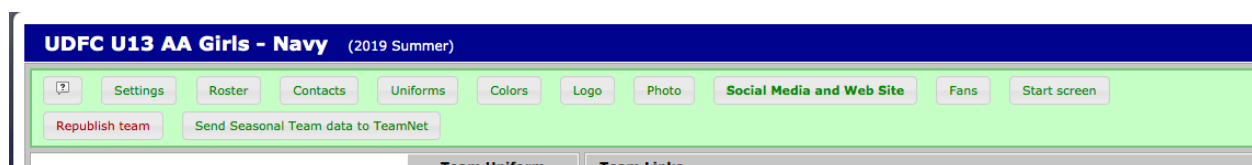
Maintaining Your Team Page

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.
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: ☒ YES ☐ NO	Link to Individual Team Staff Pages: ☐ YES ☒ NO
Allow Players to Login to edit their info: ☒ YES ☐ NO	Show Team Contacts Email Addresses: ☒ YES ☐ NO
Show Email Addresses on Player Pages: ☒ YES ☐ NO	Show Team Contacts Phone Numbers: ☒ YES ☐ NO
Show Height on Player Pages: ☒ YES ☐ NO	Show Photos on Team Contacts Pages: ☒ YES ☐ NO
Show Weight on Player Pages: ☒ YES ☐ NO	
Show Age on Player Pages: ☒ YES ☐ NO	
Show Individual Player Stats: ☒ YES ☐ NO	
Show Player Photos: ☒ YES ☐ NO	
Show Jersey Numbers: ☒ YES ☐ NO	
Show Bio on Player Pages: ☒ YES ☐ NO	
Show Rosters to the Public: ☒ YES ☐ NO	

Save

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

Team Roster - UDFC U13 AA Girls - Navy

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

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

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 then by clicking “contacts”.

UDFC U13 AA Girls - Navy - Team Contacts							Roster Admin	Team Home
							** Nova Scotia Soccer League ** 2019 Summer	
NAME	ROLE	ADMIN	PUBLIC	HOME PHONE	CELL PHONE	EMAIL		
			Coach			NONE	NONE	EMAIL

You can set the uniform for your team by clicking “uniforms”:

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

JERSEYS: Choose Primary (P) and Secondary (S)

You can edit your team colors by clicking “colors”:

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

Choose both: Your team's Primary and Secondary colors.

PRIMARY Color (see example at Right)

ROYAL BLUE

PRIMARY TEXT Color (see example at Right)

WHITE

SECONDARY Color (see example at Right)

LIGHT GRAY

SECONDARY TEXT Color (see example at Right)

BLACK

Primary Color

Primary Text

Secondary Text

Secondary Color

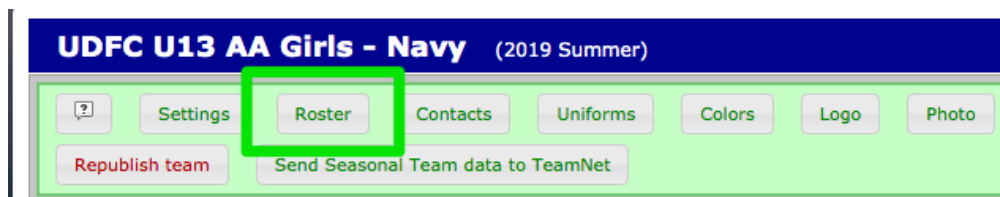
Click “logo” to upload a logo for your team

Click “photo” to upload a photo of your team

You can add your website and social media links for fans by clicking on “social media and web site”:

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.”

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 sheets:

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

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

Click “Print Game Report PDF”:

DATE/TIME	Sun, May 5, 2019 - 11:00 am
FIELD	Raymond Field Field
REFEREES	
VU 13AA GIRLS	UDFC U13 AA GIRLS - NAVY

If you are trying to print the game sheet 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
FIELD	Mainland Common All Weather SF Field 1
REFEREES	
DIVISION	Female Women's A DeWolf Division

Central FC CFC Destroyers	Final
Halifax City SC HCSC Phoenix	

Central FC CFC Destroyers

Edit CENTRAL FC CFC DESTROYERS Match Stats/Events		
#	POS	MATCH ELIGIBLE

Halifax City SC HCSC Phoenix

Edit HALIFAX CITY SC HCSC PHOENIX Match Stats/Events		
#	POS	MATCH ELIGIBLE

Print the game sheet for your game:



Soccer Nova Scotia
Official Game Report

Game #1

04/29/2019 02:23 PM

Match info

Sunday May 05, 2019
11:00 AM
Nova Scotia Soccer League 2019 Summer - Female U13 AA

Home Team	FINAL	
VU 13AA Girls		
Coach: _____		

#	Name	Goals	Misconduct

Referee Information

	Official's Name (Print)
CEN	
AR1	
AR2	
4TH	

Away Team	FINAL	
UDFC U13 AA Girls - Navy		
Coach: _____		

#	Name	Goals	Misconduct

Referee Notes - Home Team

Home Coach signature _____

Referee Notes - Away Team

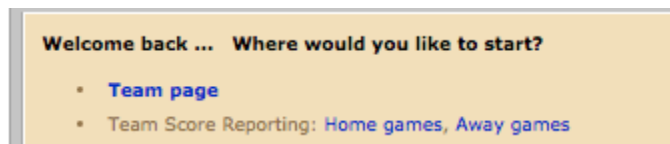
Away Coach signature _____

Referee signature _____

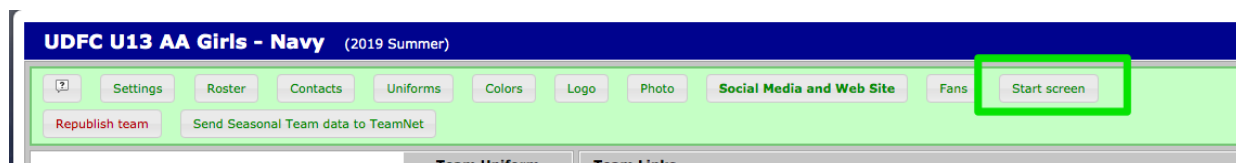
Score Reporting for Teams

****Please refer to your league policies on score reporting. Not all leagues use the Demosphere score/match reporting functionality.***

To report your score, from the start screen when you log into your team page click “home games” or “away games”.



If you are already logged in, you can click “start screen” from your green toolbar navigation.



Enter the score for the game and click “save”.

Central FC CFC Destroyers - Match Scores - Home Games						Return without saving
Game	Date	Home Team	Score	Away Team	SCORE	
105	5/6/2019	Central FC CFC Destroyers		Storm Soccer Storm Conquerors		
100	5/2/2019	Central FC CFC Destroyers		Halifax City SC HCSC Phoenix		
Save						

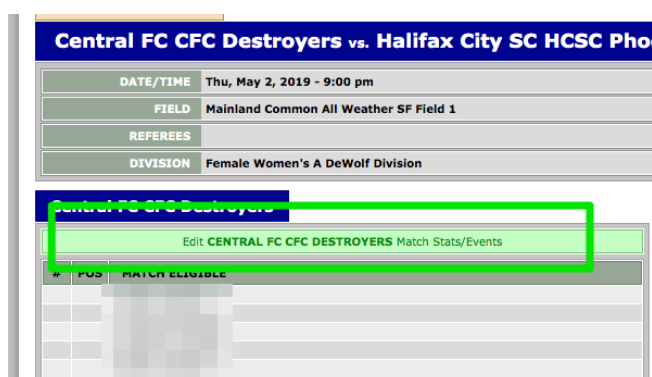
Post-Match Reporting for Teams

Log into your team page and click “team page”.

On the schedule, click the “vs” or the score if already entered.

Halifax City SC HCSC Phoenix Schedule							Calendar	MR: Match Report
GAME#	EDIT	Date	Time	Home	Away	Location		
May 2019								
100	EDIT	Thu May 2	9:00 PM	Central FC CFC Destroyers	vs	Halifax City SC HCSC Phoenix	Mainland Common All Weather SF Field 1	

Click the “edit match stats/events” for the team you need to enter stats for.



Update any jersey numbers and fill out any disciplinary cards that were received.

Match Stats/Events										MATCH# 100
Central FC CFC Destroyers vs. Halifax City SC HCSC Phoenix										9:00 pm - May 2, 2019
* You may override Jersey #'s & Positions for this specific Match * IN and OUT indicates a player's Match Participation										WEATHER
MATCH JER	TEAM JER	FIRST NAME	LAST NAME	ID#	Y (X)	2Y (X)	R (X)	DATE LAST CARDED		
								Never carded		
								Never carded		
								Never carded		
								Never carded		
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								Never carded		
								Never carded		
Please report CENTRAL FC CFC DESTROYERS coaches who received cards in this game.										
ROLE	FIRST NAME	LAST NAME	ID#	Y (X)	2Y (X)	R (X)	DATE LAST CARDED			
Manager							Never carded			
<u>Codes for Yellow Cards:</u> UB- Unsporting Behavior, E- Entering w/o permission, L- Leaving w/o permission, DT- Dissent, DR- Delay restart, PI- Persistent infringement, FRD- Fails to respect distance					<u>Codes for Red Cards:</u> 2CT- 2nd Yellow, AL- Abusive language, VC- Violent conduct, S- Spitting, SFP- Serious foul play, DGH- Denies goal handling, DGF- Denies goal - other					

To record goals and/or assists, you will see a dropdown to select from among your players for each goal that was recorded when you entered the score in Step 2:

NOTABLE PLAYERS: CFC TOROS

MATCH MVP

NONE SELECTED

HONORABLE MENTION

NONE SELECTED

GOALS & ASSISTS: CFC TOROS

MIN	GOAL #1 SCORED BY	ASSISTED BY
☐		UNASSISTED
MIN	GOAL #2 SCORED BY	ASSISTED BY
☐		UNASSISTED
MIN	GOAL #3 SCORED BY	ASSISTED BY
☐		UNASSISTED

MATCH RECAP: CFC TOROS

Font

Size

Format

body p

Save