

VAFC Officials Quick Guide for PowerUp

BC Coastal Soccer League (BCCSL) uses SPAPPZ to manage their season. It is separate from PowerUP but rosters should be the same in both systems.

SPAPPZ (BCCSL): is used primarily to check game schedules, print game sheets, load ID cards and report scores.

PowerUP (VAFC): is your primary platform for communicating with your team including posting practice and game schedules, tracking availability, managing chats and messaging.

This manual is a live document -it will be updated continually with improvements and new information.

At any point - contact registrar@vafc.ca if you require help. I'm here to support!

Helpful Videos:

[PowerUP Connect Mobile App Overview for Team Officials](#)

[PowerUP Connect Mobile App Overview for players, parents & guardians](#)

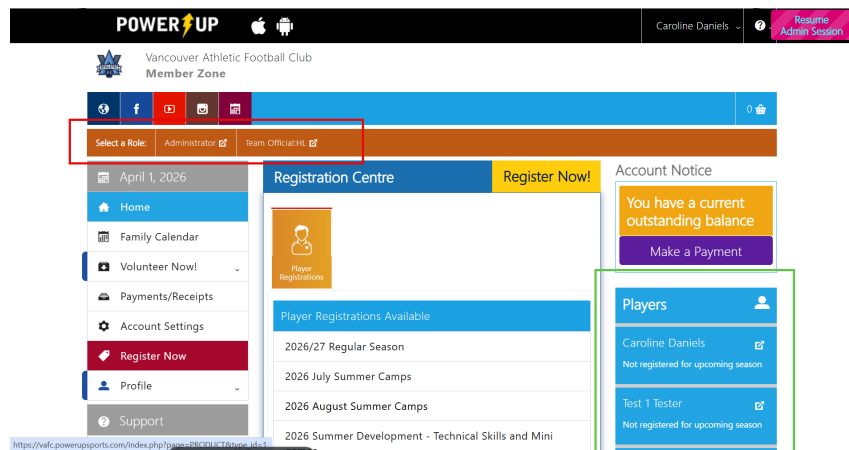
PowerUp FAQ's

How do I access the official's part of PowerUP?

- Login using your account at <https://vafc.powerupsports.com/>. PowerUP calls your role a **Convenor**.
- Once you login, you will notice a brown bar - in red below. When you select that, you are in convenor mode.

You should also download the app from the App store so that you can take advantage of features found there.

Once rosters are released to all players, all registered players should see their team in the bottom right when they login - green square below.



Can't remember your login?

Your username should be your email that you received our message on. Password recovery is on the right at <https://vafc.powerupsports.com/>

POWERUP

Vancouver Athletic Football Club
MEMBER ZONE

April 6, 2026
Log In
Support
Mobile Apps
How To Register
How To Register
FAQ

Welcome to the VAFC Member Zone!

New Member?
Click the Sign Up button to the right to get started.

Existing Member?
Log in on the right, or use the password reminder to reset your password and have it emailed to you.
Register for [Spring Break Camps](#) and [Spring Development](#)

Registration Centre

Player Registrations

Player Registrations Available
2026/27 Regular Season
2026 July Summer Camps
2026 August Summer Camps
2026 Summer Development - Technical Skills and Mini

Log In
Sign Up

Email Address
Password
Log In

Forgot your password?
Please enter your email address below to reset your password.
Email Address
Reset Password

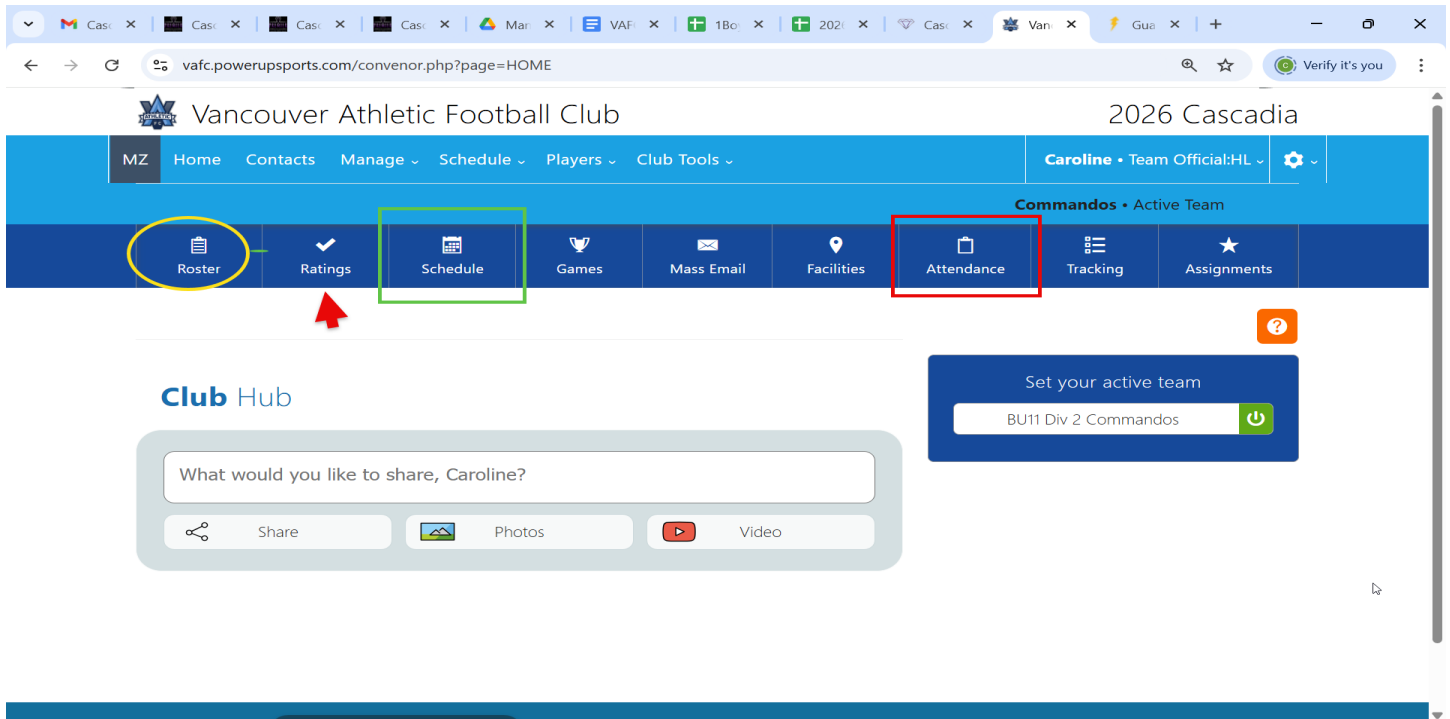
Club Information

Vancouver Athletic Football Club

Mailing Address
PMB 346, #101 – 1001
Broadway West
Vancouver, BC V6H 4E4
Canada

Contact
236-476-3056
Administrator

Once you are in convenor mode, you can see your roster, schedule games, & check availability.



How can I update the schedule?

Once you login, you can add events by selecting the schedule area. When you are entering events, you can enable the tracking.

How can I make an 'arrive by' time on my events?

You can only do this when you create events on the App.

How do we handle attendance tracking as officials?

When you create an event, make sure you enable attendance tracking. After that, you can use the attendance tab or on the schedule on the app.

Note that as officials, you cannot update attendance of a player on their behalf until after the event has begun.

The system is set to lock in attendance 12 hours prior to the event commencing.

The vendor has been asked for the ability for officials to update those that have not marked their attendance but it is not yet available.

There is an article about attendance in the help at

<https://powerupsports.freshdesk.com/support/solutions/articles/17000128872-attendance>

Other features:

- Send an email to the team using the Mass email function.
- Team chat? From the App you can use the Club Hub to chat amongst your team members
- Player jersey numbers? Select **Player Ratings** when on your desktop, and you can add them there.

How can I add a second parent's email or phone number to the app?

As an official you **cannot** do this. Parents need to add their information on their own PowerUp profile and it will be reflected on the app. You can refer parents to this link if they need help adding a guardian to their profile <https://powerupsports.freshdesk.com/support/solutions/articles/17000146722-guardians-sharing-access-to-players-on-your-account> or send them these steps.

How can parents add additional guardians to their account to see their players profile?

1. Have the parent/guardian with the account log into PowerUP on the web (not on the app)
2. Select Profile on the left
3. Select Edit my Profile
4. Select Co-Guardian from the middle and add in the new guardian's info

Parents who require assistance can email registrar@vafc.ca

Can my child have their own account and mark their availability?

The player is always tied to the guardian's account who registered them; but they can have an email that connects them to the account and also allows access to the app.

The guardian, with whom the profile is already associated, needs to add a unique email address to the player profile. Once the email is saved, the system will send a welcome email to that email address and will include directions on setting a password. Once set up, the player should also be able to mark their own availability.

To add the email:

1. Have the parent/guardian log into their Member Zone account (on the web)
2. Go to **Profile >> Edit a Player**
3. Click on the name of the desired player
4. Enter the new, unique email address for the player
5. Save

