

S3 - Teams

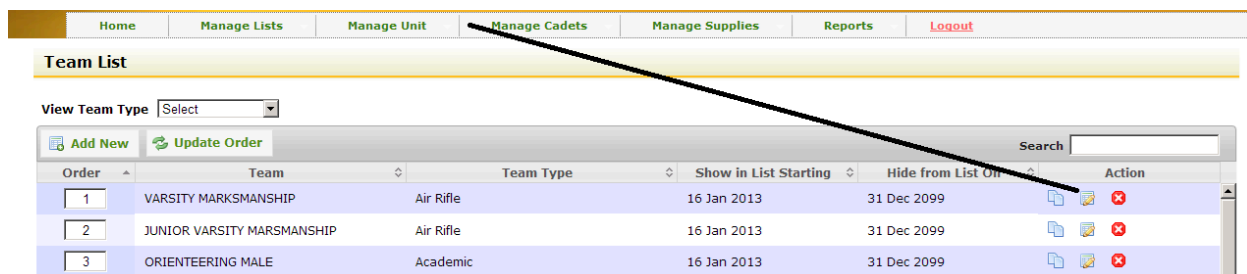
1. Purpose. To provide information on naming teams for each school year and then placing cadets on teams in JUMS.

2. Teams, 1st of School Year

- Manage Lists
- Cadet Team Lists

a. Hide all team lists from last year.

Select Edit – and put the hide date as 1 July ? (year of the start of the school year)



Order	Team	Team Type	Show in List Starting	Hide from List On	Action
1	VARSITY MARKSMANSHIP	Air Rifle	16 Jan 2013	31 Dec 2099	[Edit] [Delete]
2	JUNIOR VARSITY MARKSMANSHIP	Air Rifle	16 Jan 2013	31 Dec 2099	[Edit] [Delete]
3	ORIENTEERING MALE	Academic	16 Jan 2013	31 Dec 2099	[Edit] [Delete]

b. Create new teams, using the following:

Team Type – Precision Drill

Armed Drill Team – SY ? (Graduating school year 2013, use 13 for 2014 use 14 and so on)

Un-Armed Drill Team – SY ?

Saber Guard – SY ?

Color Guard – SY ?

Team Type – Air Rifle

Rifle Team – SY ?

Team Type – Physical Fitness

Orienteering Team - SY ?

Adventure Team – SY ?

Physical Fitness Team – SY ?

Team Type - Academic

Academic Team – SY ?

JLAB, Academic – SY ?

JLAB, Leadership – SY ?

S3 - Teams

3. Personnel for Teams

- Manage Cadets
- Cadet Batch Actions
- Search all active cadets
- check cadets that will be on that team
- Click Batch Action and select Teams
- Batch Comments type in (Participates on ? Team SY ?)
- Click Add New
- Click todays date thru – 31 May ? (year that school year ends)
- Team Type – Select
- Team Name – Select
- Remarks – Captain, Asst Captain, Member
- Click Save