

Spappz and the Team Official Role How To

Logging Into Spappz

To log into Spappz, click on **Admin** on the top right corner of the website. Your username and password will be emailed to you.



*BC Coastal
Soccer League*

[HOME](#) [SCHEDULES](#) [CONTACTS](#) [CUP PLAY](#) [PORTALS](#) [REFEREES](#) [RESOURCES](#) [ABOUT](#)

[Admin](#) | [Logout](#)

Team Pages

Team Pages is where you and your teams can manage their rosters, FRP players to games, print game day match sheets, see their discipline and communicate with the team as well as set up the team calendar with training nights and other team events.

How To FRP

Schedule [Excel](#) [HTML](#) [Full Schedule](#)

Date	Home Team	Result	Visiting Team	Field
Pre-Season - League  Roster Cards Call-up RSVP				
Sat 9/7/2024	09 FV Selects	-	BU15 Roma	TBD
Pre-Season - League  Roster Cards Call-up RSVP				
Sat 9/14/2024	Newcastle 09M	-	09 FV Selects	TBD

To FRP a player or players for a match scroll down to Schedule on the left-hand side of the page. Choose the game you wish to FRP players for and click on **Call Up**.

Scroll to the Bottom of the page to select the players you wish to call up. If a player or players the team wishes to call up are not in the list that means those players are not eligible for FRP. Click **Post** then **Finish** to add the player to the roster for the game. There will be no special exceptions made for players who do not meet the FRP criteria.

ICP Player #1

Team brought up from *

Player Name *

ICP Player #2

Team brought up from

Player Name

ICP Player #3

Team brought up from

Player Name

Spappz and the Team Official Role How To

How to Access Your Team Roster

Schedule Excel HTML Full Schedule				
Date	Home Team	Result	Visiting Team	Field
Pre-Season - League 				
Sun 6/2/2024	CFC U14 Dev Red	-	Benfica	TBD

Rosters are only available 3 days in advance of your game to allow for any discipline to be entered. Click on Roster for the game that you are playing. From here your roster will show with and FRP Players and any Players that may have discipline assessed to them will appear. From here you can print your roster.

Team Communication

Roster & Staff		Select All None ?
Coach	P. J. ...	555-555-5555 
Assist Coach	T. ...	5... ☐
☒	Nathan Smith (M)	555-555-5555 ☐ 
☒	D. ...	☐ 
☒	V. ...	☐ 
☒	C. ...	☐ 
☒	E. ...	☐ 
☒	I. ...	☐ 
☒	L. ...	☐ 
☒	S. ...	☐ 
☒	A. ...	☐ 
☒	J. ...	☐ 
☒	F. ...	☐ 
☒	G. ...	☐ 
☒	H. ...	☐ 
☒	K. ...	☐ 
☒	L. ...	☐ 
☒	M. ...	☐ 
☒	O. ...	☐ 
☒	P. ...	☐ 
☒	Q. ...	☐ 
☒	R. ...	☐ 
☒	S. ...	☐ 
☒	T. ...	☐ 
☒	U. ...	☐ 
☒	V. ...	☐ 
☒	W. ...	☐ 
☒	X. ...	☐ 
☒	Y. ...	☐ 
☒	Z. ...	☐ 

17 players listed above

Messaging




If you wish to send your team or specific individuals a note, you can do so through the Team Pages by either selecting all in the top right or the specific individuals you want to communicate with.

Write your message in the Messaging text box and then click the arrow to send your message.

Team Events

Team Events is a great place to post training nights and other team related events.

To Create an Event, click on the pencil in the top right corner to access the event creation page.

Events / RSVP

To add a RSVP Event (practice, social, etc), click on the pencil at the top right of this box to edit the calendar. Find that date and click on the Calendar cell to add the event. After you Add/POST the event, click on the event link in the calendar to access the RSVP page.

June, 2024>

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

[Full Calendar](#)

Spappz and the Team Official Role How To

Event Detail Maintenance

* denotes a required field.

Application ID  bcocl

Event Id 5

Subgroup Id 377

Event Start Date  * (mm/dd/yyyy)

Event End Date  * (mm/dd/yyyy)

Event Start Time 

Event End Time 

Event Short Description  *

Event Long Description  * Team Training at XYZ Park Field 3

Status 

Enter your event information and click post. The event will now appear on your team calendar.

After the Event is created an RSVP can be sent out to the team and the player(s) can respond to the event so the Team Official knows who will be attending or not.

[illegible]

Team Notices

Team Notices

Posted 8/2/2024

Edit

Ref # 15

Start of Team Training

Team Training for the 2024-25 season will begin in August. All players are expected to work on their conditioning and keeping their skills up on their own. Watch this page for training and skill development homework.

Newer

Older

All

Team Notices is a great feature that allows you to post static information for your team or whatever else you feel is important for them to know but doesn't necessarily require a mass email. To create a Team Notice, click on the pencil in the top right corner to access the Notice creation page.

Enter in the Team Notice Title. Enter the Posted Date. Enter your notice into the text box then click **post** and the notice will now appear on your Team Page.

* denotes a required field

Application ID	bccst_team
Page Reference	377
Ref #	
Title *	
Posted Date 	(mm/dd/yyyy)
Summary Text	

Full Text

Use the  button to change to and from html view and rich text view.

* Only POST when you are in RICH text view (default)



Format > Font > Size >
 










Spappz and the Team Official Role How To

How to Report Scores

Click on Team Rep

Date	Home Team	Result	Visiting Team	Field
League - League				
 Roster Can Team Rep! RSVP				

This will open up the page where you enter the scores, hit **Post** at the bottom of the page and then **Finish** on the next page. Once Finish is clicked the score will be posted.

Game Details

Division: *

Metro Girls

Team *

Pegasus

9/8/2024 10:00:00 AM - Pegasus vs Metro 08F

Game *

Schedule Status: Active

Game Date: 9/8/2024

Game Time: 10:00:00 AM

Field: Centennial Secondary Field

Home Team: Pegasus (goals: 4)

Visiting Team: Metro 08F (goals: 1)

Referee Name: Andrews, Iain

Your Score:

4

Opposing Score:

1

Comments

Provide any additional comments:

Please remember to be fair and precise in your assessment.

Sender Info

First Name: *

Last Name: *

Email: *

Phone: *

Create Date

Sundav, September 8, 2024

chedule Admin Notes (visible to admin/scheduler only)

Post

Delete

Spappz and the Team Official Role How To

How To Access ID Cards

To access your ID Cards, go to the scheduled game and click on Cards next to Roster. Your ID Cards will be visible here. Please remember, any player/team official without a picture uploaded will not be on the team game day roster/match sheet.

League - League				
 Roster Cards Team Rep RSVP				
Sat 10/5/2024 3:30PM	 PMSC - United	1 - 1	 LUSA - LANGLEY UTD REIDF24	Trasolini Turf Field - Full Pitch