

## Here are the instructions to add Guest players.

Coach/Manager of team player is assigned to has to go in and loan his player to the other team;

The coach/team admin logs in

The screenshot shows the Ohio North Youth Soccer Association website. The user is logged in as Michael. The page title is 'My Account'. There are buttons for 'Notices' and 'Instructions'. Under 'My Info', the name 'Michael' is displayed, and there is an 'Edit' link. Below that are buttons for 'Add More Family Members' and 'Set up SMS Messaging'. At the bottom right, there are 'Current' and 'Past' tabs. The 'Registration Applications' section is partially visible at the bottom.

Scroll down to the Tournament Applications / Game Scoring section

Click the Edit link to the right of the team name

The screenshot shows the 'Tournament Applications / Game Scoring' section. It lists a team: 'GTFC Impact G14/15 White' with ID 'D444-013G15-0561'. The tournament is '2015 Fall NWOYSL League' with a status of 'Final' and submitted on '7/14/2015'. There is an 'Edit' link and a link for 'Schedules / Game Scoring'. 'Current' and 'Past' tabs are visible at the top right.

From the review page click on the Player Roster tab

The screenshot shows the 'Review Application' page for the team 'GTFC Impact G14/15 White - U14' (ID: D444-013G15-0561). A green arrow points to the 'Player Roster' tab. The page has tabs for 'Team Info', 'Contacts', 'Player Roster', 'Disciplinary', and 'Review'. There are buttons for '<< Back to My Account', 'Print Page', and 'Payment Coupon'. The 'Review Application' section shows the application details: Application # 7308483, App Start Date 7/14/2015 08:24, Submit Date 7/14/2015 08:24, and Posted Status Accepted. The 'Payment and Order Information' table shows one order with a fee of \$0, paid on 7/14/2015 8:24 AM, with a status of 'Paid - Ready to Process' and a due amount of \$0. The 'Contact Information' section is partially visible at the bottom.

| Application # | App Start Date  | Submit Date     | Posted Status |
|---------------|-----------------|-----------------|---------------|
| 7308483       | 7/14/2015 08:24 | 7/14/2015 08:24 | Accepted      |

| Order# | Fee | Qty | Fees | Paid | Due | Ref. | Date              | Status                  |
|--------|-----|-----|------|------|-----|------|-------------------|-------------------------|
| -      |     |     |      |      |     |      | 7/14/2015 8:24 AM | Paid - Ready to Process |

Click on the Assign link on the far right for the player that will be guesting with another team.



Team Info Contacts **Player Roster** Disciplinary Review

### Player Roster

| PLAYER ROSTER STATS  |        |             |        |          |       |
|--|--------|-------------|--------|----------|-------|
| registered   | loaned | transferred | active | inactive | total |
| 16   | 0      | 0           | 16     | 0        | 16    |
| 16 players defined of the 18 allowed<br>16 players activated of the 18 allowed |        |             |        |          |       |

  

| Home Jrs# | Away Jrs# | Name         | ID#   | DOB    | Gender | Player Status | Transfer Date | ODP Level | Active?                             | PlayerInfo | Developmental |
|-----------|-----------|--------------|-------|--------|--------|---------------|---------------|-----------|-------------------------------------|------------|---------------|
|           |           | Piper        | 58481 | /2002  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | her, Kaitlyn | 49735 | /2001  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | er, Cortney  | 53358 | /2002  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | in, Brooke   | 46644 | 2002   | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | nger, Paige  | 50551 | /2002  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | rd, Allison  | 70308 | /2001  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | en, Jena     | 64798 | 2002   | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | Abigail      | 62211 | 2001   | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | ann, Tatum   | 44269 | 4/2001 | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | adie         | 44156 | /2001  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | Sydney       | 44090 | /2001  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | d, Autumn    | 58481 | 2002   | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | Caroline     | 44824 | 7/2001 | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | Grace        | 44278 | /2002  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | le, Melanie  | 44826 | /2002  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |
|           |           | y, Natalie   | 53358 | /2001  | Girl   | Registered    |               |           | <input checked="" type="checkbox"/> | Edit       | Assign        |

Select the team and game the player will be guesting for

**GTFC Impact G14/15 White - Girls U14**  
D444-013G15-0561

<< Back to My Account

Team Info Contacts **Player Roster** Disciplinary Review

### Developmental Player Assignment

<<< Back

**Player:** Piper  
DOB:  
Age: U14 Gender: Female  
Number of times Assigned: 0  
Net Number of assignments remaining: 3

**Assign the player to a Game:**  
Team:\*    
Game:\*

### Assign the player to a Game:

Team:\* GTFC Impact G14 Blue -- (D444-013G14-0556) ▾

Game:\*

| Select a Game |  |
|---------------|--|
| #796873       | (8/28/2015 6:00:00 PM) -- GU14/15 Divison 1--B   |
| #796866       | (8/29/2015 6:00:00 PM) -- GU14/15 Divison 1--B   |
| #796863       | (9/11/2015 6:00:00 PM) -- GU14/15 Divison 1--B   |
| #796869       | (9/12/2015 6:00:00 PM) -- GU14/15 Divison 1--B   |
| #796876       | (10/9/2015 6:00:00 PM) -- GU14/15 Divison 1--B   |
| #796860       | (10/10/2015 9:30:00 AM) -- GU14/15 Divison 1--B  |
| #796879       | (10/10/2015 5:30:00 PM) -- GU14/15 Divison 1--B  |
| #796870       | (10/24/2015 10:00:00 AM) -- GU14/15 Divison 1--B |

**Assign**

**Team A**

**This Play**

Save