

Fall Classic 2021 Team Roster Input Instructions

Step 1: Collect key information.

Information you will need:

- Each player's first and last name
- A primary email address for each family
- Each child's date of birth (if you don't know the player's DOB you can enter 01/01/XXXX X=the year the player was born.

Remember: only players on your current season team roster are eligible to participate. Any guest players MUST be approved by Karen Corpe first before being invited to play, or added to this online roster.

Step 2: Log into your Sincsports account

[Login - Loudoun Fall Classic Tournament \(sincsports.com\)](#)

Step 3: Access your Team Page.

The Fall Classic page should be open. If not look for this and click on "Team Page."



Step 4: Open your roster.

Click on the roster icon (see highlighted icon below)



Then click on the quick roster icon (see highlighted icon below)



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Step 5: Add player information.

In addition to first name, last name, email and date of birth, you will also need to assign each child a uniform number. To bypass this requirement, assign numbers 1-XX (1-12, 1-16, etc).

#	First Name	Last Name	Email	Birthdate	Grad	Sex	Athlete Status	
01	1	Emma	Allen	mallen1925@gmail.com		2021	M	Official Roster
02				01/01/2011	2029	F	Official Roster	
03				01/01/2011	2029	F	Official Roster	
04				01/01/2011	2029	F	Official Roster	

You may also need to include their graduation year. This is not relevant for our event but in case you need to include it:

- 3rd grade = 2031
- 4th grade = 2030
- 5th grade = 2029
- 6th grade = 2028

Step 6: notify Karen Corpe your roster is uploaded

Please email her at Karen.corpe@loudounsoccer.com.