Adding Club Pass Players to Game Day Rosters

Before you can login to your team, you MUST be added as a Team Staff member within the Club registration system with the role of **Coach, Assistant Coach, or Team Manager,** have an **approved registration status**, and a **valid email address**. *Note: If you are unable to login, please reach out to your Club Admin to request to be added as a Team Staff member.* Directions for logging in can be found at the bottom of document.

Printing game cards:

Scroll down to the team schedule on your team page and click on the "vs" for the game you wish to print the game card for:

Click **Print Game Report PDF**

Important Note: If you are trying to print the game card the DAY OF the game, you will first need to switch to the **Pre-Match Mode** and then click Print Game Report PDF.

Game cards will print in PDF format, please bring this to each game for check-in.

Soccer Nova Scotia
Official Game Report

Match info

| Sunday May 05, 2019 |
| 11:00 AM |
| |
| Nova Scotia Soccer League 2019 Summer - Female U13 AA |

Referee Information

	Official's Name (Print)
CEN	
AR1	
AR2	
4TH	

Home Team	FINAL
VU 13AA Girls	

Coach:

Away Team	FINAL
UDFC U13 AA Girls - Navy	

Coach

#	Name	Goals	Misconduct

#	Name	Goals	Misconduct

Referee Notes - Home Team

_____
_____
_____
_____

Home Coach signature _____

Referee Notes - Away Team

_____
_____
_____
_____

Away Coach signature _____

LOGGING INTO TEAM PAGE: To log into your team page, navigate to the public team page posted on the NYSL website. When you view the league schedule, you will see a list of teams participating in the current season for your league. You can access your team page from the schedule by clicking on the name of your team.

Click your team name:

On the right-hand side of the page click the "Team Log In" button:

Click the "click here" link to retrieve your PIN to log in if you don't have one or don't remember. *NOTE: This pin is different from the password used to access your household account.*

Enter the email associated with your Demosphere account and click "Submit". *Note: The email address should be the same email used when registering with your club or the email you provided to the club when requesting they add you to the team roster.*
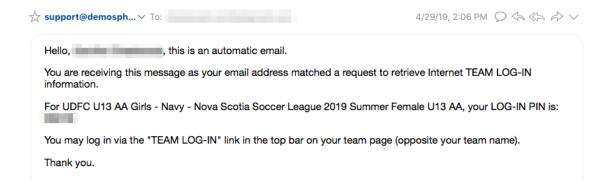
The system will verify you are listed as a team contact and you will see the message below. Click "Return to Log In". *Note: If the email you entered DOES NOT match the email on file with the club, you will receive a message indicating the user is not found and you need to contact your club to verify the email on file.*

You will be sent the pin needed to log into your team page via email. The email will be from support@demosphere.com:

Enter your email and the pin you received via email:

Once you log in, you will be brought to your team start page. Here you can:

1. Access your team page. Click "Team page".

UDFC U13 AA Girls – Navy

Welcome back **Camille Cheatwood** ...   **Where would you like to start?**

- **Team page**
- List all team contacts in division