



Submitting Official Rosters for Competitions

Each team will need to sync their official state roster to the competition they will be participating in. This is completed in the Nebraska Soccer State system and must be completed by your **club registrar**.

If you need to still add your team to the system you will need to follow the below steps:

1. Log into your club in the state system [HERE](#).
2. Roster Input
 - a. If you currently use Demosphere to register your players with your club your roster data will sync to the state system. A review of how to sync your roster data can be found [HERE](#).
 - b. If you are not using the Demosphere registration solution to register your players with your club, you need to manually enter or contact the state to import your players. A review of how to manually add players can be found [HERE](#).

Once your team is inputted into the Nebraska system you will select the competition to which you are applying. This is done when you create the team or under the edit team settings function after the team is created.

The screenshot shows the Nebraska State Soccer system interface. At the top, there is a navigation bar with the following options: REGISTRATION, SCHEDULES, EDIT TEAM SETTINGS (highlighted with a blue arrow), and STATE CONTACT. Below the navigation bar, there is a sub-navigation bar with the following options: Help, Clone Team Roster, Manage Team Documents, Edit Team Settings, and Return to Club. The main content area shows the team 'KINGS' with a 'Team Staff' table below it. The table has columns for #, Name, UUID, Role, Status, Photo, Phone, and Type. The table is currently empty.

Ensure your roster has a competition selected! If the competition is blank, competition officials will not be able to see your team and roster.

Edit Club Team

Persistent Team Info
Any changes to Persistent Team data will update ALL Seasonal Rosters associated to this Team's Universal ID

Team Name: Bears Team Universal ID: T716-004633-77

Team Information
Any changes to Seasonal Team Settings will only update THIS Seasonal Roster

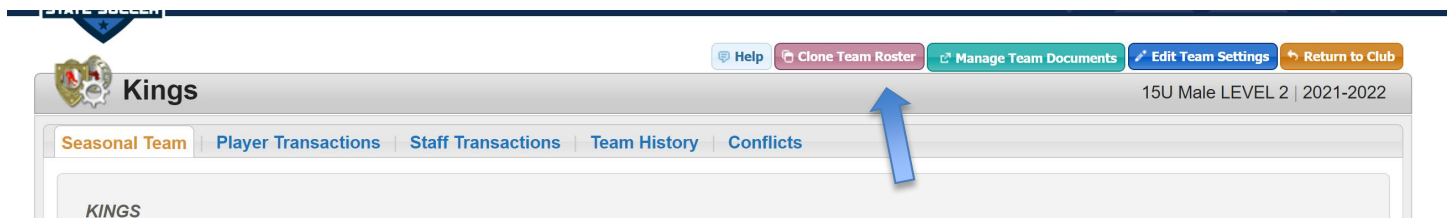
Seasonal Status: [] Age: U11 Type: COMPETITIVE/TRAVEL Gender: Male

Competition - Season: Competitive Soccer - Fall 2020/Spring 2021 EXTERNAL Team ID: []

Save Cancel

Need to apply to another competition?

You will just clone your existing team roster, enter the new information and select the new competition (or leave blank for outside event).



Clone Seasonal Club Team Roster

Persistent Team Info
Any changes to Persistent Team data will update ALL Seasonal Rosters associated to this Team's Universal ID

Team Name: Kings Team Universal ID: T721-005073-28

Team Information
Any changes to Seasonal Team Settings will only update THIS Seasonal Roster

Seasonal Status: [] Age: 15U Type: [] Gender: Male

Competition - Season: [] EXTERNAL Team ID: []

Link new Seasonal Team to this one: Yes | No
Linking Seasonal Teams will mirror all Players and Staff, regardless of where those changes are made

Clone Roster Cancel

Important Notes:

If your team data is already in the state system, you can clone your roster to the competition. Click [HERE](#) for instructions on how to clone your roster.

The sync is in real time so your roster doesn't have to be finalized before you select your competition.