# **Team Connect Information Sheet**

### Team Roster

What's everyone's first stop when logging into Team Connect? The team roster! On this roster you will see coaching staff, players, and parents.

### **Profile Personalization**

Each roster member has the ability to log in and customize their team profile.

Parents have full control over their children's profile. Once a parent logs into their account they will be able to edit the players "About Me" section and add a player photo.

## <u>Assigning a Team Parent</u>

Busy coaches might need a helping hand managing information in Team Connect. Team admins (coach, assistant coach, manager, etc) can assign some help by turning a parent into a team parent.

Team Parent is a role that allows adults who didn't register as a volunteer with your organization to still help out the team online. This parent now has admin permission within Team Connect.

## Printing Rosters & Medical Waivers

Above the roster list is a Team Admin only option to print medical waivers and roster information. Official Connect Full and Safe rosters pulls information directly from your club or league software, while Team Connect Full and Safe rosters pulls photos and other user information that has been directly added into Team Connect.

### **Privacy Settings**

Users can hide or publish contact information in the "My Settings" option under their name at the top of the screen. These settings are linked to the account and will apply to all of the teams they have joined.

Contact information can be turned on or off by team admins for the entire team under Team Settings. By default this is set to off to protect private information.

### **Team Communication**

#### Emails:

Team admins have the ability to send emails out to their team or publish announcements inside Team Connect. These admins can either send an email to everyone, all players, all parents, individual roster members with personal messages, or email no one and simply publish an announcement inside Team Connect for members to see upon log in.

## Team Connect Messages:

Team Connect Messaging is the internal communication feature for Team Connect. With Team Connect messages you can communicate with roster members across multiple teams that have accepted their team invitations. Think of this like a very basic email inbox; you can see received and sent messages, be shown read and unread messages, and view a reply/comment thread for a single message.

## Text Messaging:

When roster members add a mobile number and mobile carrier to their account they will be able to receive text alerts from team admins and text notifications for team updates that they choose under their personal notification settings.

#### Notifications:

In a users personal settings they have a Notifications option. Here they can choose if they want an email, Stack Sports message, or a SMS text notification for the different features of Team Connect, such as changes to the roster, schedule, photo albums, or forms.

#### Schedule

There are three types of schedule items in the Team Connect calendar; games, practices, and events. When locations are added, Team Connect will provide a google map and weather report for that day. Team members are automatically emailed when a new item is added to their team schedule.

### Game & Practice Attendance

The most popular and useful feature in Team Connect is the Attendance tracker where players, parents, and team admins can mark if they will be able to attend a practice or game.

Emails can be sent out for a schedule item to a group of recipients based on if they will be there, if they can't make it, or a reminder for those who haven t selected an attendance status yet.

## **Photo Sharing**

Ready to have a little fun? Players, parents and team admins can create albums and share photos on Team Connect. With our advanced editing features, everyone can have tons of fun with their team pictures.

## **Public Team Pages**

Information on Team Connect is private and only available to roster members. A public team page is an organization controlled webpage on your site that publishes approved Team Connect information, such as announcements, team photos, and the team schedule. Now even grandma in a different state can cheer on the team without creating an account!

## **Turning Off Team Connect**

All done using Team Connect? Need to temporarily disable a team? Find your team in your navigation tree and choose the Disable Team Connect action. This will turn off Team Connect for this team and now anyone logging in will no longer be able to see these team details. You can always turn Team Connect back on and roster members will see the team listing once again the next time they log into their Team Connect account.

TIP: Remember, you can always activate or disable Team Connect in bulk by Finding teams and checking the boxes next to every team to which the action applies