

GOTSOCCKER INSTRUCTIONS

LOG IN to GotSoccer with credentials used for your application.

CLICK [HERE](#) for GS Team Account Login - Login as "Team and Team Officials".

Or go to the [2021 Durango Shootout Website](#) to "GS LOG IN"

This document contains information for how to:

1. Update contact information for Main Contact, Coaches, Managers
2. Create your Roster: Add or Remove Players
3. Change or update player information
4. Generate your Tournament Roster – Roster freezes April 23, 2021
5. Upload Online Check-In documents – Due April 23, 2021

On your Team HOME screen: **Click on 2021 Durango Shootout**

The screenshot shows the GotSoccer website interface. The navigation bar at the top includes links for Home, Events, Game History, Email Team, College Search, Player Suspensions, Help, and Log Out. The 'Events' tab is circled in red. Below the navigation bar, the page title is 'Team - Boys U18 Test Club'. The 'Event Registration History' table shows one event: '2021 Durango Shootout'. A blue arrow points to this event. The table has columns for Name/Date, Status, Applied, Accepted, Paid, Notify, Roster, Schedule, eTravel, Support, and Misconduct:Y/R. The event is listed as 'Tournament' with a status of 'Applied' and a date of '04/04/2021'.

Name/Date	Status	Applied	Accepted	Paid	Notify	Roster	Schedule	eTravel	Support	Misconduct:Y/R
2021 Durango Shootout 5/7/2021 - 5/9/2021 Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT	Tournament	Applied	04/04/2021	No	No	Default	TBA	Request	Request	

This takes you to the **Events Tab / My Events: 2021 Durango Shootout.**

UPDATE CONTACT INFO:

Main Contact/Coach/Manager

1. Edit info here for your MAIN CONTACT:

GotSoccer Soccer >> Teams Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Analytics

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Roster Documents Analytics

2021 Durango Shootout 5/7/2021-5/9/2021

Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT

Print Completed Application View Published Event Pages

Application Information

Event: 2021 Durango Shootout
Confirmation#: E82805-T1532557
Date Applied: 4/4/2021 11:07:31 PM
Last Updated: 4/4/2021 11:48:16 PM
Group: Boys U18
Club Name: Test Club Account
Team Name: Test Club
Team State: USA

Prev Year Record: Wins Losses Ties

Team Colors: [Color Picker]
Alt. Colors: [Color Picker]
Preferred Flight: Recreational (Bronze)
Player ID Numbers: Default

Team Communication Preferences
At least one contact below must be made available for the Team Chat and Team Contact function.

☒ Team Contact
☒ Team Coach
☒ Team Manager

Guest Player Preferences
☐ Allow unassigned Guest Players to email manager and coach (If available)

Contact Information (This Event)
[Copy from Team Contact](#)

Organization: [Field]
Club: [Field]
Contact: [Field]
Address: [Field]
City: [Field]
State: [Field]
Zip: [Field]
Country: [Field]
Email: [Field]
Phone: [Field]
Phone 2: [Field]
Mobile: [Field]
Mobile Text: [Field]
Fax: [Field]

Manager Information
[Update Manager Information](#)
Manager Name: kathy wilson
Address: 862 Main Ave
City: Durango
State: CO
Zip: 81301
Country: US
Email: durangoshootout@gmail.com
Phone: 9709469824
Phone (2): 9709469824
Mobile: 9709469824
Mobile Text: 9709469824
Fax: [Field]

Save

Help

2. GO to the HOME page to make changes to your contact information for COACHES and MANAGERS:

GotSoccer Soccer >> Teams Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Team Profile Manager Coach Roster Roster History Account Assistance

Team - Boys U18
GotSoccer TeamID # 15328

[Update Team Age and More](#)
[View Team Rankings Page](#)
[Team Fundraising](#)

[View/Print Team Contacts](#) [Team Info](#)

Universal Account [Field]

Get the most out of your account
Account Merge Tool is Available!
[Click Here to get started.](#)

Event Registration History
Items 1 - 1 of 1

Name/Date	Type	Status	Applied	Accepted	Paid	Notify	Roster	Schedule	eTravel	Support	Misconduct:Y/R
2021 Durango Shootout 5/7/2021 - 5/9/2021 Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT	Tournament	Applied	04/04/2021	No	No		Default	TBA	Request	Request	

Items 1 - 1 of 1

CREATE ROSTER - ADD PLAYERS:

1. Go to Events Page

(Click 2021 Durango Shootout from team Home Page or Click Events Tab then Durango Shootout)

2. Click Roster Tab on the Events Page

GotSoccer Soccer >> Teams Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Analytics

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Roster Documents Analytics

2021 Durango Shootout
5/7/2021-5/9/2021

Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT

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Group: Boys U18
Club Name: Test Club Account
Team Name: Test Club
Team State: USA

Prev Year Record: Wins Losses Ties

Team Colors:
Alt. Colors:
Preferred Flight: Recreational (Bronze)
Player ID Numbers: Default

Contact Information (This Event)

☒ Copy from Team Contact

Organization: Test Club
Contact Name: kathy wilson
Address: 862 Main Ave
City: Durango
State: CO
Zip: 81301
Country: United States
Email: durangoshootout@gmail.com
Phone: 9709469824
Phone 2: 9709469824
Mobile: 9709469824
Mobile Text: 9709469824
Fax:

Manager Information

Update Manager Information

Manager Name: kathy wilson
Address: 862 Main Ave
City: Durango
State: CO
Zip: 81301
Country: US
Email: durangoshootout@gmail.com
Phone: 9709469824
Phone (2): 9709469824
Mobile: 9709469824
Mobile Text: 9709469824
Fax:

☐ Allow unassigned Guest Players to email manager and coach (if available)

Team Communication Preferences

☒ Team Contact
☒ Team Coach
☒ Team Manager

Guest Player Preferences

☐ Allow unassigned Guest Players to email manager and coach (if available)

Buttons: Save, Print Completed Application, Publish Event Pages

3. In Drop Down Box at upper left-hand, choose: "View by Event/Registration: Click Primary Player List"

GotSoccer Soccer >> Teams

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Overview Team Profile Manager Coach Roster Roster History Account Assistance

Boys U18 Test Club - Team Player List and Rosters

View by Event/Registration:

Primary Player List

Player List

Primary Player List

Official Roster - Current and Upcoming Events

2021 Durango Shootout (5/7/2021)

Buttons: Print Contacts, Email Players, Register New Player

Photo	L.Name	F.Name	ID#	Jrsv#	Gender	DOB	State	Updated	Last Req.	Login
-------	--------	--------	-----	-------	--------	-----	-------	---------	-----------	-------

4. Click Register New Player

GotSoccer Soccer >> Teams

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Overview Team Profile Manager Coach Roster Roster History Account Assistance

Boys U18 Test Club - Team Player List and Rosters

View by Event/Registration:

Primary Player List

Player List

Primary Player List

Official Roster - Current and Upcoming Events

2021 Durango Shootout (5/7/2021)

Print Contacts »

Register New Player

Full Team Player List

Photo	L.Name	F.Name	ID#	Jrsv#	Gender	DOB	State	Updated	Last Reg.	Login
-------	--------	--------	-----	-------	--------	-----	-------	---------	-----------	-------

5. Enter Player Info:

Required Info to add a player: **Name, Gender, Date of Birth, State Association, Email**

***Do not enter the player's email address... enter your own email!**

Do not enter player address, phone number etc. Disregard the other Tabs. If it won't let you move on without addresses, just type in xxx

Enter player ID #, if you have it. If you do not enter the ID#, you will get a notification when you generate roster. Proceed and enter it later from your Official Roster. Don't forget!

Enter Jersey # prior to Online Check In.

I suggest you **enter your own email for every player...** we do not need player email AND you do not want the players to get emails from GotSoccer!

GotSoccer Soccer >> Teams

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Overview Team Profile Manager Coach Roster Roster History Account Assistance

Organization: durangoshootout Master Account Log Out

Player Info Parent Info College Recruiting Attendance Account Info Documents Emergency Info

Player - Alex Wilson (Soccer)

Login Information

Login Username: Wilson83661

Player Identification

Player ID #

USClub ID #

Full Legal Name

Legal First: Alex M.I. Last: Wilson

Gender

Male Female

Date of Birth

1/1/2003 (mm/dd/yyyy)

State or Association Registered

Colorado

Additional Information

Jersey #

8

Rating

School District

Grad Year

Primary Position

Notes (optional)

Player Photo

[NO PHOTO]

Upload

Contact Information

Address

City

State/Province

Postal Code

Phone

Mobile

Email

durangoshootout@gmail.com

Text Msg Address

Date Created

4/5/2021 12:19:14 AM

Last Updated

4/5/2021 12:19:14 AM

Update Add Another Player Remove Player

6. Click [Add Another Player](#). Add all players to your roster.

You can also [REMOVE Players](#) here

Player - Alex Wilson (Soccer)

Player Identification

USClub ID #

Full Legal Name

Gender

Date of Birth

State or Association Registered

Additional Information

Jersey #

Rating

School District

Grad Year

Primary Position

Notes (optional)

Player Photo

[NO PHOTO]

Upload

Player Information

Province

Code

Address

Created

Updated

Update Add Another Player Remove Player

7. Once you have entered all players, go back to [Roster Tab](#).

Your Player list should show up.

Boys U18 Test Club - Team Player List and Rosters

View by Event/Registration:

Primary Player List

Select an event or registration from the list above to view your official roster and enable the Registrar notification function.

Register New Player

Photo	LName	FName	ID#	Jrsey#	Gender	DOB	State	Updated	Last Reg.	Login
1	Wilson	Alex		8	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
2	Wilson	Andrew		5	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
3	Wilson	Chris		11	Boys	1/1/2021	CO	4/5/2021	N/A	Ok
4	Wilson	Greg		13	Boys	1/1/2021	CO	4/5/2021	N/A	Ok
5	Wilson	max	21212121	9	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
6	Wilson	mike	22222222	10	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
7	Wilson	Sam		3	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
8	Wilson	Tim		2	Boys	1/1/2003	CO	4/5/2021	N/A	Ok

Guest Players Included: No

UPDATE/CHANGE PLAYER INFO:

1. Click on the **Player's name** and edit

GENERATE YOUR TOURNAMENT ROSTER:

ROSTER FREEZES APRIL 23, 2021

1. Add all players to Player List (see instructions)
2. In Drop Down Box at upper left-hand, "View by Event/Registration: [Click 2021 Durango Shootout Player List](#)
3. [Click Generate Roster](#) to make your Primary Player List Roster into your 2021 Durango Shootout Roster

GENERATE a new Roster after all updates/changes are made to save.

You can now access your Tournament Roster from the EVENTS Page at any time in the Drop-Down Box!

The screenshot shows the GotSoccer website interface. The navigation bar includes links for Home, Events, Game History, Email Team, College Search, Player Suspensions, Help, and Log Out. The 'Roster' link is highlighted with a red circle. Below the navigation bar, the page title is 'Boys U18 Test Club - Team Player List and Rosters'. A dropdown menu for 'View by Event/Registration:' is open, showing '2021 Durango Shootout (5/7/2021)' selected. A red arrow points to the 'Official Roster - Current and Upcoming Events' link. Another red arrow points to the 'Generate Roster' button. The 'Roster Creator' section shows 'Import Players from: No rosters available'. The 'Current Active Roster' section shows 'None Selected. Use Player List or State Roster when available.' Below this is a 'Full Team Player List' table with columns: Photo, L.Name, F.Name, ID#, Jrtsy#, Gender, DOB, State, Updated, Last Reg., and Login. The table lists 8 players, all with 'Wilson' as the last name. The first four players are highlighted in orange, and the last four are highlighted in bright green. A red arrow points to the 'Generate Roster' button.

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Overview Team Profile Manager Coach **Roster** Roster History Account Assistance

Boys U18 Test Club - Team Player List and Rosters

View by Event/Registration:
2021 Durango Shootout (5/7/2021) ▼

Player List
Primary Player List
Official Roster - Current and Upcoming Events
2021 Durango Shootout (5/7/2021)

Print Contacts » Email Players »

Notify Registrar No Notify

Payment Status »

Roster Creator Import Players from: No rosters available **Generate Roster**

Add Club Pass Player **Search Player Registrations**

Current Active Roster None Selected. Use Player List or State Roster when available.

Full Team Player List
Players highlighted in orange are not attending this event and may not be added to the official roster. This information can be modified from within the team or player account.
Players highlighted in bright green below are guest players.

Photo	L.Name	F.Name	ID#	Jrtsy#	Gender	DOB	State	Updated	Last Reg.	Login
1	Wilson	Alex		8	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
2	Wilson	Andrew		5	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
3	Wilson	Chris		11	Boys	1/1/2021	CO	4/5/2021	N/A	Ok
4	Wilson	Greg		13	Boys	1/1/2021	CO	4/5/2021	N/A	Ok
5	wilson	max	21212121	9	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
6	wilson	mike	22222222	10	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
7	Wilson	Sam		3	Boys	1/1/2003	CO	4/5/2021	N/A	Ok
8	Wilson	Tim		2	Boys	1/1/2003	CO	4/5/2021	N/A	Ok

Guest Players Included: Yes

UPLOAD your Online Check-In Documents:

DEADLINE APRIL 23, 2021

1. Go to back to the [HOME](#) Tab.
2. Click on [2021 Durango Shootout](#)

GotSoccer Soccer » Teams Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

Team - Boys U18 Test Club
GotSoccer TeamID # 1532557

Update Team Age and More
View Team Rankings Page
Team Fundraising

Universal Account Create your Universal Account

Get the most out of your account
Account Merge Tool is Now Available!
Click Here to get started.

Event Registration History
Items 1 - 1 of 1

Name/Date	Event	Applied	Accepted	Paid	Notify	Roster	Schedule	eTravel	Support	Misconduct:Y/R
2021 Durango Shootout 5/7/2021 - 5/9/2021 Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT		Applied	04/04/2021	No	No	Default	TBA	Request	Request	

Items 1 - 1 of 1

3. Click on [Documents](#).

GotSoccer Soccer » Teams Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Analytics

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Roster Documents Analytics

2021 Durango Shootout
5/7/2021-5/9/2021
Welcome to the 2021 EIS Energy Inspection Services DURANGO SHOOTOUT

Print Completed Application
View Published Event Pages

Application Information

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Group: Boys U18
Club Name: Test Club Account
Team Name: Test Club
Team State: USA

Prev Year Record: Wins Losses Ties

Team Colors: [] []
Alt. Colors: [] []

Preferred Flight: Recreational (Bronze)
Player ID Numbers: Default

Team Communication Preferences
At least one contact below must be made available for the Team Chat and Team Contact function.

☒ Team Contact
☒ Team Coach
☒ Team Manager

Guest Player Preferences
☐ Allow unassigned Guest Players to email manager and coach (if available)

Contact Information (This Event)
☒ Copy from Team Contact

Organization: Test Club
Contact Name: kathy wilson
Address: 862 Main Ave
City: Durango
State: CO
Zip: 81301
Country: United States
Email: durangoshootout@gmail.com
Phone: 9709469824
Phone 2: 9709469824
Mobile: 9709469824
Mobile Text: 9709469824
Fax: []

Manager Information
Update Manager Information
Manager Name: kathy wilson
Address: 862 Main Ave
City: Durango
State: CO
Zip: 81301
Country: US
Email: durangoshootout@gmail.com
Phone: 9709469824
Phone (2): 9709469824
Mobile: 9709469824
Mobile Text: 9709469824
Fax: []

Save

Help

4. Choose the document to upload from the Drop-Down Box.

You have 5 documents to upload. Upload each document individually:

Official Roster from your state or registrar

- All info should exactly match your GS Tournament Roster
- Update your Tournament Roster, if needed, to exactly match Official Roster
- Draw a line through any players not attending this tournament.
- Include Guest Players on your GS Tournament Roster
- Hand-write any Guest Players on Official Roster and [upload Guest Player Form document](#)

Official Player Cards (combined into one pdf doc)

Medical Release Forms (combined into one pdf doc)

COVID Release Forms (combined into one pdf doc)

Guest Player Forms if you have guest players

The screenshot shows the GotSoccer website interface. At the top, the 'Events' menu item is circled in red. Below the main navigation bar, the 'Documents' tab is also circled in red. The main content area is titled '2021 Durango Shootout' and 'Secure/Encrypted Document Upload'. It shows a list of documents for event staff, with a note that no documents have been uploaded yet. A large blue arrow points to the 'Document Type' dropdown menu, which is open and shows the following options: Official Team Roster, Official Player Cards, Medical Release Forms, COVID Release Forms, and Guest Player Forms. The 'Official Team Roster' option is highlighted. Below the dropdown menu is an 'Upload File' button.

GotSoccer

Soccer » Teams

Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Analytics

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Roster Documents Analytics

2021 Durango Shootout
5/7/2021-5/9/2021

Secure/Encrypted Document Upload
Documents for Event Staff
No documents uploaded.

Team Status

Foreign Team:	No	Permission to Travel:	No
Medical Release (All Players)	No	Official Roster Received	No

Secure Team Document Upload
The documents uploaded in this location can only be accessed by the event director and their authorized staff. As an additional security measure these files are encrypted and all access is logged.
Document Upload cutoff is: 4/23/2021

Document Type

- Official Team Roster
- Official Player Cards
- Medical Release Forms
- COVID Release Forms
- Guest Player Forms

Upload File

5. Name each document - TYPE the FILE DESCRIPTION / NAME:

“Club / Team Name” + file type (Roster, Cards, Medical, Covid, Guests)

For example, “RRDSC Thunder 11G Medical” or “AYSO Warriors 09G Covid”

6. Click Choose File:

Choose the pdf file from your computer.

The file you chose will show up next to the “Choose File” button *after you upload it.*

7. Click Upload File

After uploading, you can view the files you have uploaded on the left side.

You can delete a doc and re-upload if you need to change it.

Docs cannot be edited after 4/23/21 without Tournament Director approval.

8. **REPEAT for ALL DOCUMENTS**

GotSoccer

Soccer >> Teams

Organization: durangoshootout Master Account Log Out

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Analytics

Team Hotels Rooming Sales Payment & Status Schedule Requests Misconduct Guests Support & Feedback Roster Documents Analytics

2021 Durango Shootout

5/7/2021-5/9/2021

Secure/Encrypted Document Upload

Documents for Event Staff

Label/Type	Description	Uploaded	Status	
Official Team Roster	AGE GROUP + CLUB Nam	4/4/2021 11:27:28 PM	Deleted	
Official Player Cards	U18B + CLUB Name + T	4/5/2021 12:55:47 AM	Encrypted	Delete
Official Team Roster	AGE GROUP + CLUB Nam	4/5/2021 12:56:08 AM	Encrypted	Delete
Guest Player Forms	U18B + CLUB Name + T	4/5/2021 12:57:36 AM	Encrypted	Delete
Medical Release Forms	AGE GROUP + CLUB Nam	4/5/2021 12:58:21 AM	Encrypted	Delete
COVID Release Forms	AGE GROUP + CLUB Nam	4/5/2021 12:58:54 AM	Encrypted	Delete

Team Status

Foreign Team:	No	Permission to Travel:	No
Medical Release (All Players)	No	Official Roster Received	No

Secure Team Document Upload

The documents uploaded in this location can only be accessed by the event director and their authorized staff. As an additional security measure these files are encrypted and all access is logged.

Document Upload cutoff is: 4/23/2021

Document Type
Official Team Roster

Document Description or Name
AGE GROUP + CLUB Name + TEAM Name ROSTER

Select File
Choose File My Roster.pdf

Upload File