

Managing Team Pages

Website help link:

<http://help.sportngin.com/customer/portal/topics/300889-team-pages/articles>

How do I add player(s) to a roster from an Online Registration?

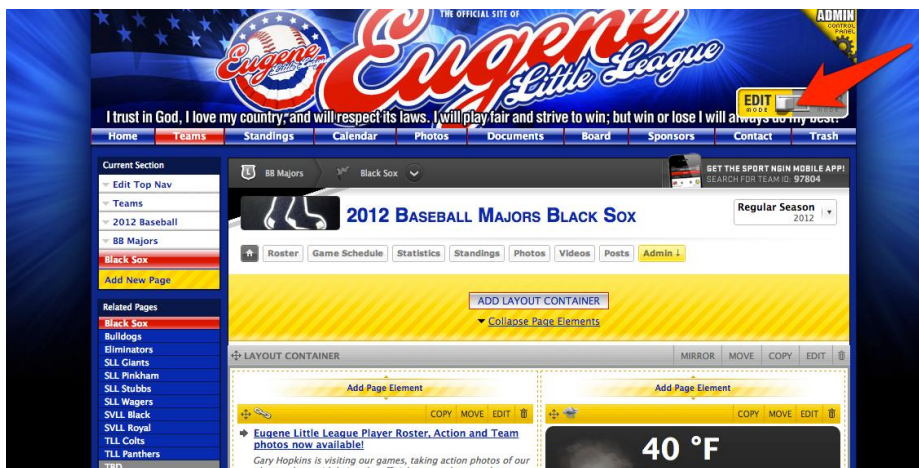
LAST UPDATED: NOV 13, 2012 12:44PM CST

STEP 1

Login to the organization

STEP 2

Ensure you are in Edit Mode



STEP 3

Go to the Team Page you would like to create your roster for and click on the **Roster** button

The screenshot shows the Eugene Little League website. The top navigation bar includes links for Home, Teams, Standings, Calendar, Photos, Documents, Board, Sponsors, Contact, and Trash. The main content area is titled "2012 BASEBALL MAJORS BLACK SOX" and features a "Roster" button highlighted with a red arrow. Other buttons include Game Schedule, Statistics, Standings, Photos, Videos, Posts, and Admin. A sidebar on the left lists various teams and sections, with "Black Sox" selected. A weather widget on the right shows a forecast for Eugene/Mahlon Sweet, OR.

STEP 4

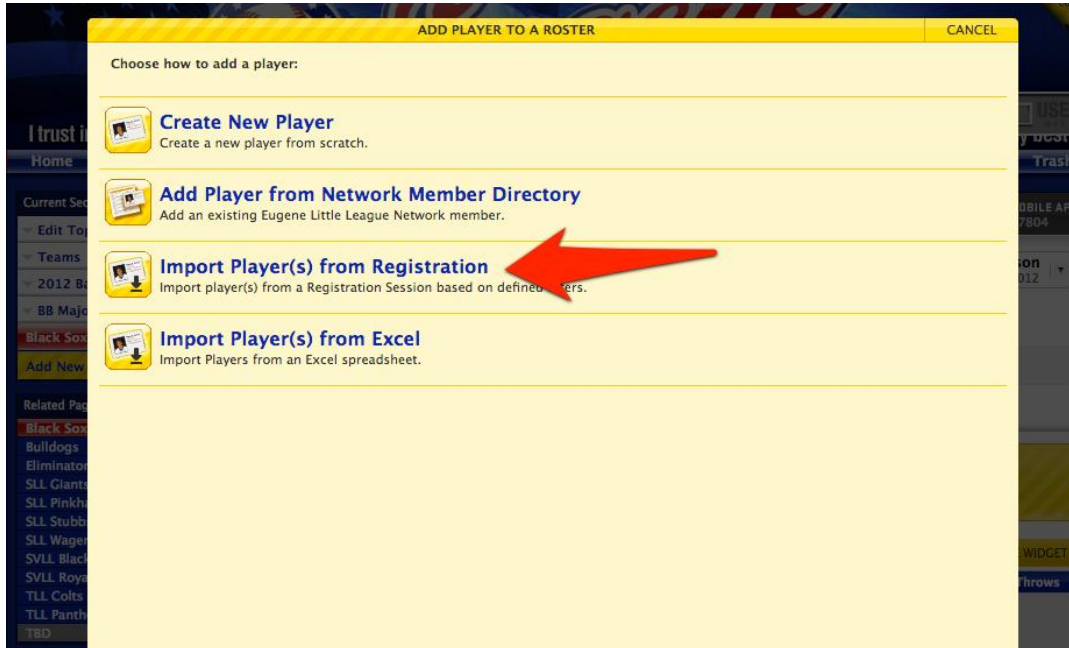
Click Add Player

The screenshot shows the Eugene Little League website, specifically the roster page for the 2012 Baseball Majors Black Sox team. A red arrow points to the "ADD PLAYER" button. Below the button is a table with columns for Number, Player, Position, Catches, Bats, and Throws. The table contains one entry for Dillon Hudson, a right-handed pitcher (INF/OF/3B).

Number	Player	Position	Catches	Bats	Throws
1	 Dillon Hudson	INF/OF/3B			

STEP 5

Select Import Player(s) from Registration



STEP 6

Select the appropriate Registration Session from the drop down list



STEP 7

Click on Show Filters to specify which entries you would like to include

STEP 8

Once your filters are set, click **Select Filters** at the bottom. A list of players will be displayed to add to the roster. Any player can be deleted from the list by clicking on the X next to their name

ADD PLAYER TO A ROSTER CANCEL

Import Players to Roster
Select a survey or registration session, and then select your desired filters

* Survey or Registration: 2012 Eugene Little League Registration

Filters (Include results matching these conditions)

Match All of the following rules:

Division is Majors Add Condition

Add a Rule

Select Filters

STEP 9

For each player, enter the jersey number and select position(s). Then click Add Players to Roster.

ADD PLAYER TO A ROSTER CANCEL

☐ Wyatt Kerr (andkerr87)

* Player Profile First Name:

* Player Profile Last Name:

* Jersey Number:

* Position(s):

- ☐ C (Catcher)
- ☐ P (Pitcher)
- ☐ 1B (1st Base)
- ☐ 2B (2nd Base)
- ☐ 3B (3rd Base)
- ☐ SS (Shortstop)
- ☐ LF (Left Field)
- ☐ LCF (Left Center Field)
- ☐ CF (Center Field)
- ☐ RF (Right Field)
- ☐ INF (Infield)
- ☐ OF (Outfield)
- ☐ DH (Designated Hitter)
- ☐ RCF (Right Center Field)

Catches:

Bats:

Throws:

[Back to filters](#)

NOTE

Players that are successfully attached to an Ngin account, will automatically be placed in a Team Roster Group. This group is accessible to users with Page Owner permissions for the Team Page by going to the Groups Tab when in Edit Mode on your team page. This will allow the coach to send a mass email to the entire roster group to notify the team of any important updates such as canceled practice, game time changes, etc.

How do I enter a score or stats for a Game?

LAST UPDATED: OCT 19, 2012 10:39AM CDT

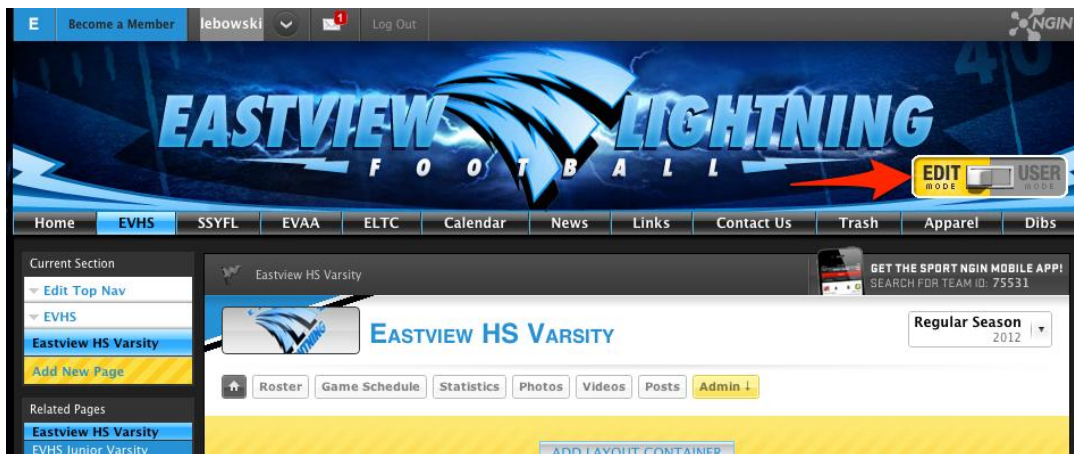
(If you are a site using Sport Ngin Live Scoring [Click Here](#) for instructions)

STEP 1

Make sure you are logged in to the site and go to the Team Page you have permissions for.

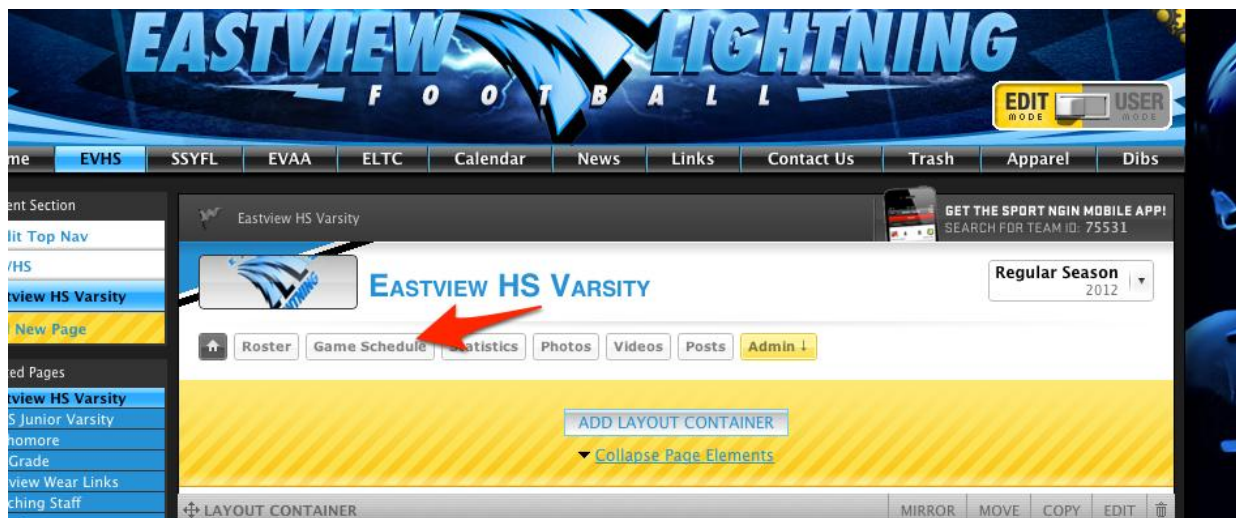
STEP 2

You will now see an Edit/User Mode switch in the upper right, click into **Edit Mode** (if you do not see the Edit/User mode switch on your Team page, contact the organization directly to request these permissions)



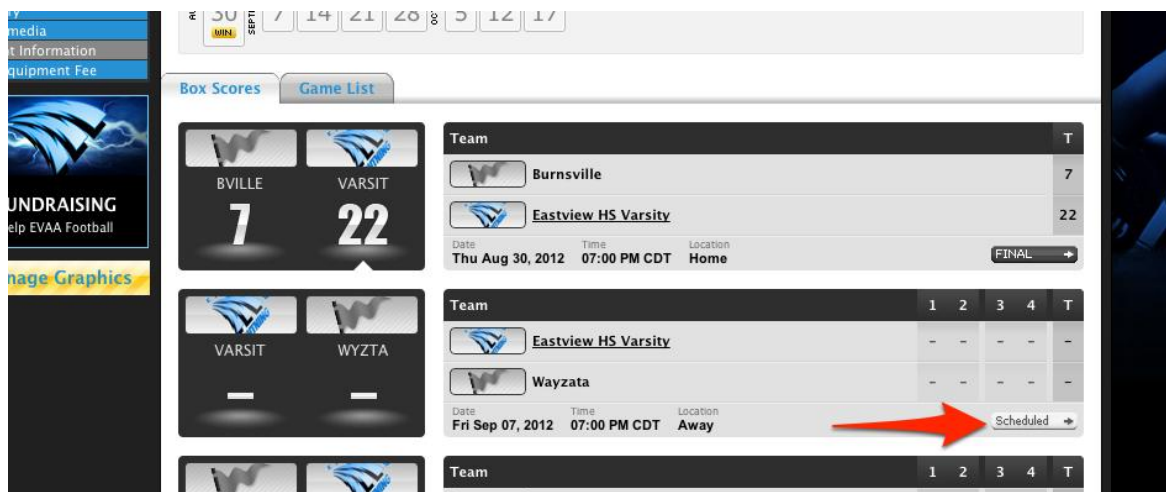
STEP 3

Click on the **Game Schedule** button.



STEP 4

Find the game you would like to add a score to, click on the **Scheduled** button in the status field.



STEP 5

You will now see 3 scoring options (Score Live will only appear for sports with Sport Ngin Live capability). Click on either **Quick Score**, **Edits Stats** or **Score Live**.

82103183118041175831785111721111169261707

Game Status

SCHEDULED

IN PROGRESS

FINAL

Game is scheduled. Detail and statistics will remain hidden to public until game status is updated to "In Progress" or "Final".

EMAIL REPORT

CREATE WIDGET

EDIT GAME DETAILS

SPORTNGIN LIVE

QUICK SCORE

Quickly update the game score and status only (no stats).

SCORE LIVE

Use Sport Ngin Live to enter plays as they happen. Team and player stats will be calculated automatically. See the **Getting Started Guide** for more info.

EDIT STATS

Manually enter team and player stats in tabular format.

WED OCT 17

SCHEDULED

07:00 PM CDT

1

2

3

4

EASTVIEW

BLOOMIN...

0

EASTVIEW

0

BLOOMINGTON KENNEDY

Game Preview

Photos

Videos