

Hello Epic Families,

This email will give you some information regarding your SE accounts and how to manage it during the season. Your SE account is your tool to help manage all items related to your son/daughters teams, schedules and payments throughout the season.

The main items we will utilize SE for are below:

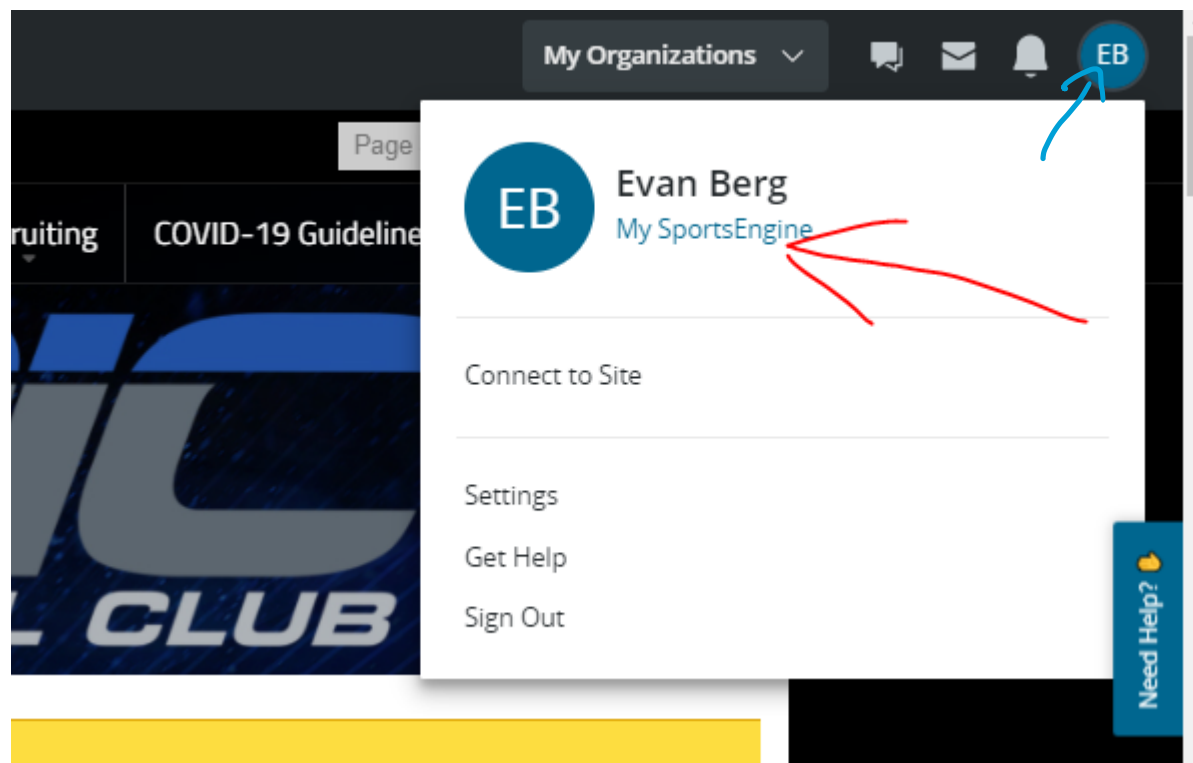
1. Practice Scheduling
2. Tournament Schedules
3. Payments and season fees
4. Team/Club communication

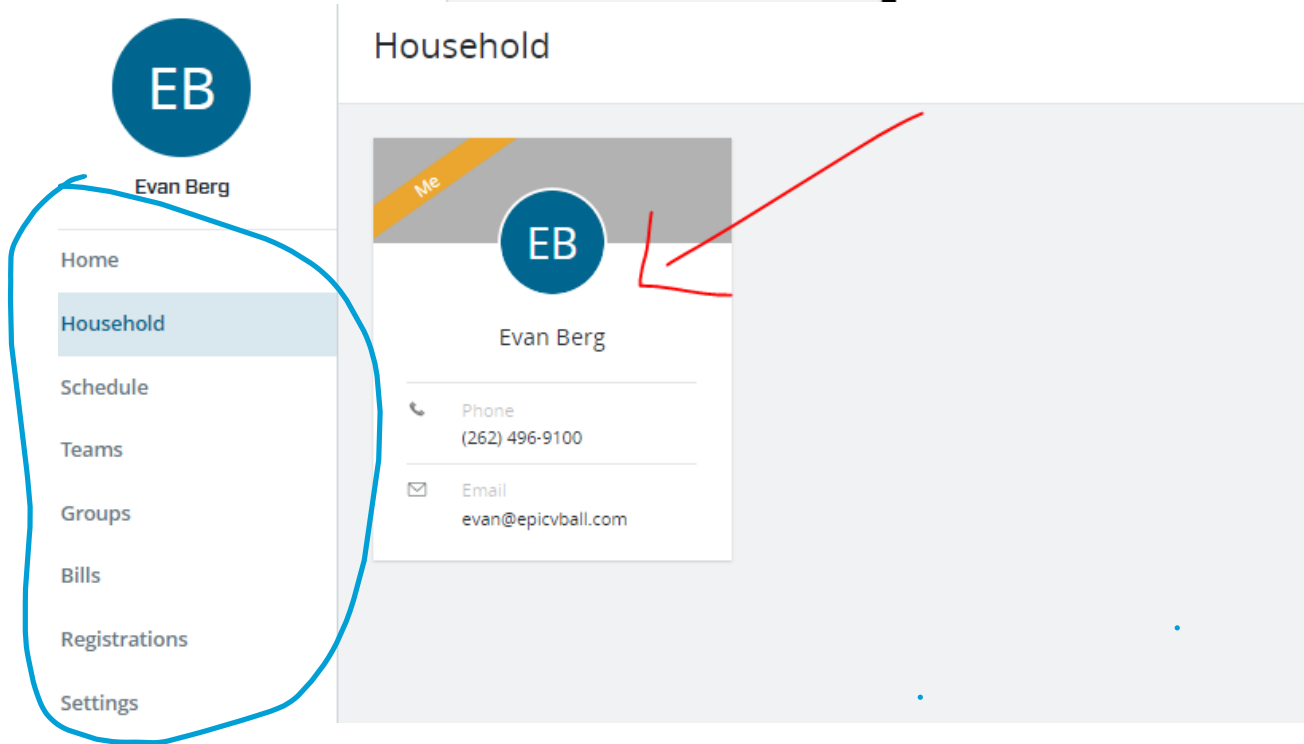
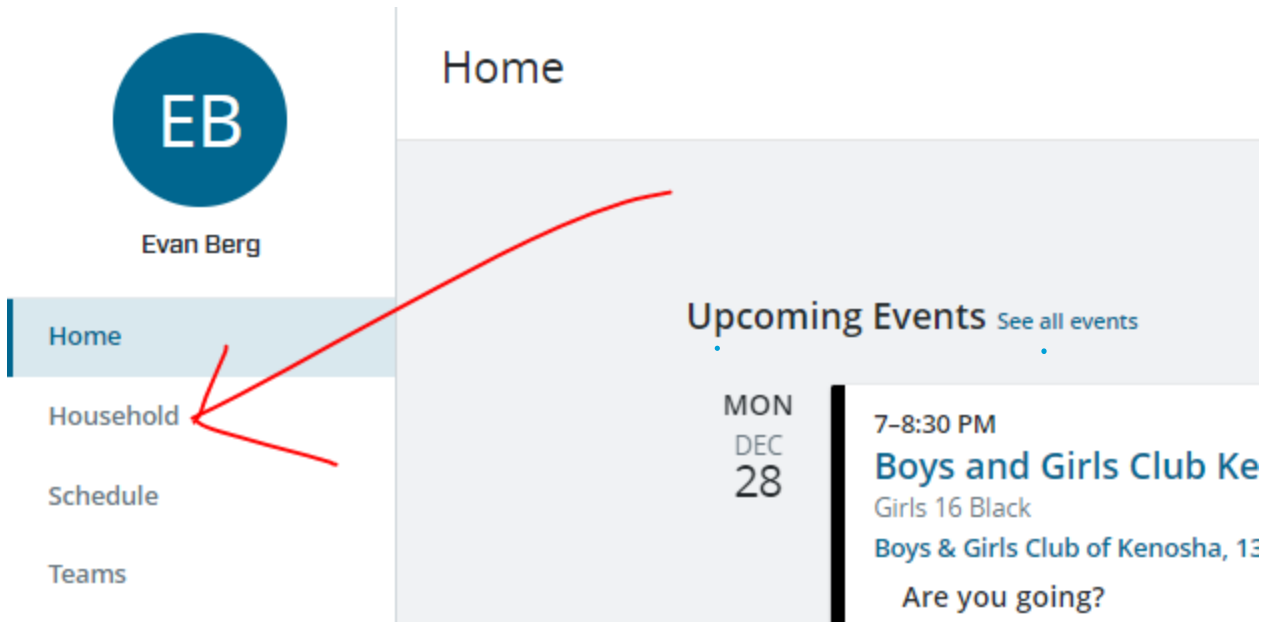
It will be important and extremely helpful if you download the Mobil App to help keep track of most of these items. There are a ton of help articles on SE for you to utilize for most things you'll need help with. I have copied a few of the most frequently asked SE question articles below.

- [How do I download the SE Mobile App?](#)
- I can't see the schedule or team chat- [How do I get added as a guardian?](#)
- [How do I add schedule to my google/apple calendar?](#)
- We have two accounts. [How do we merge accounts into one?](#)
- [How to change/update payment method on a registration?](#)

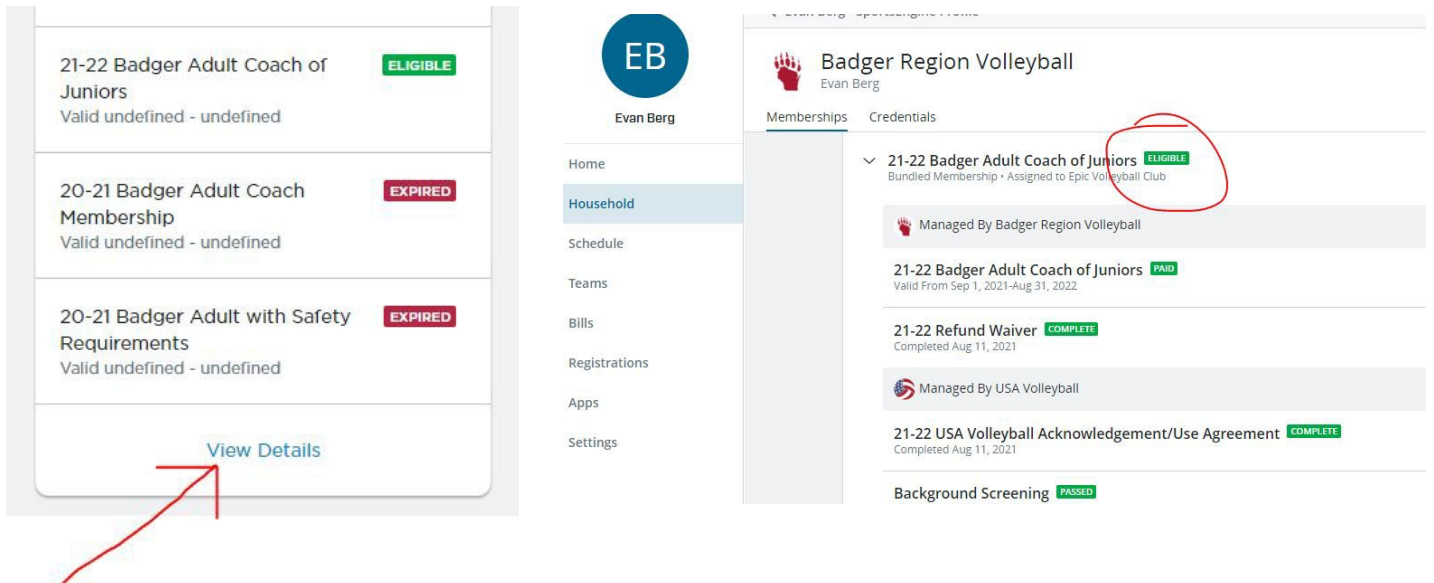
### **SE account on Laptop**

Below are some screenshots of where you can go to help manage your "Household" and how you get there through the website once you are logged in, as well as where you can search for help articles.





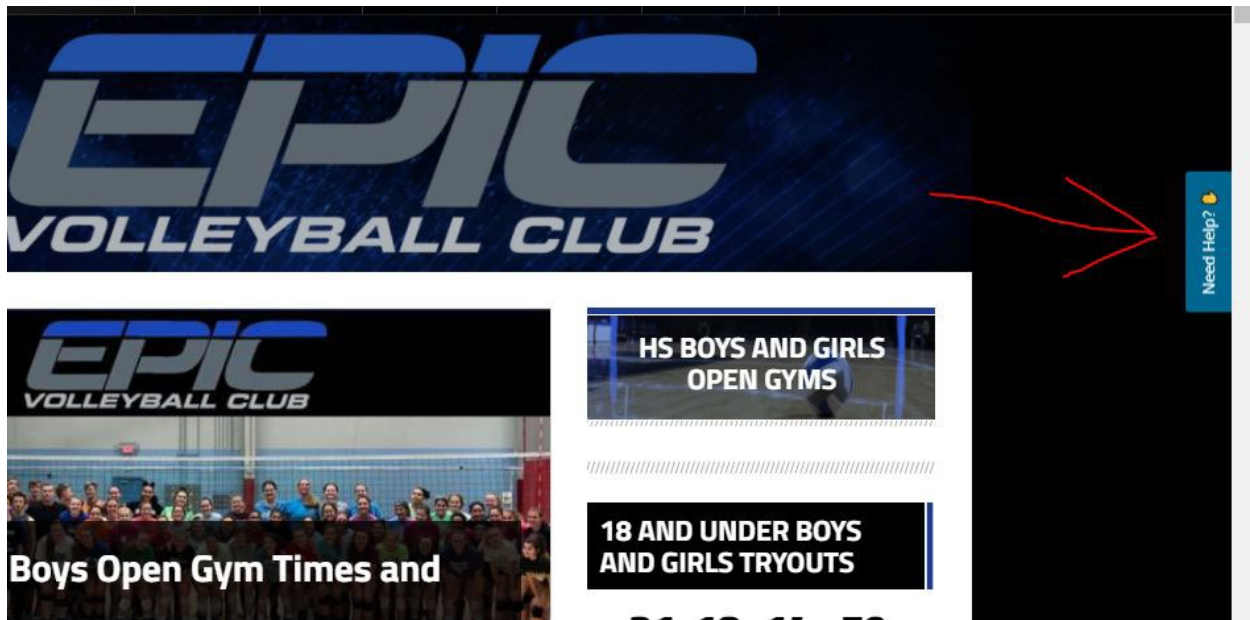
- This last screenshot is where you can manage all areas of your account down the left side and where you can see all of the members of your household as the red arrow indicates.

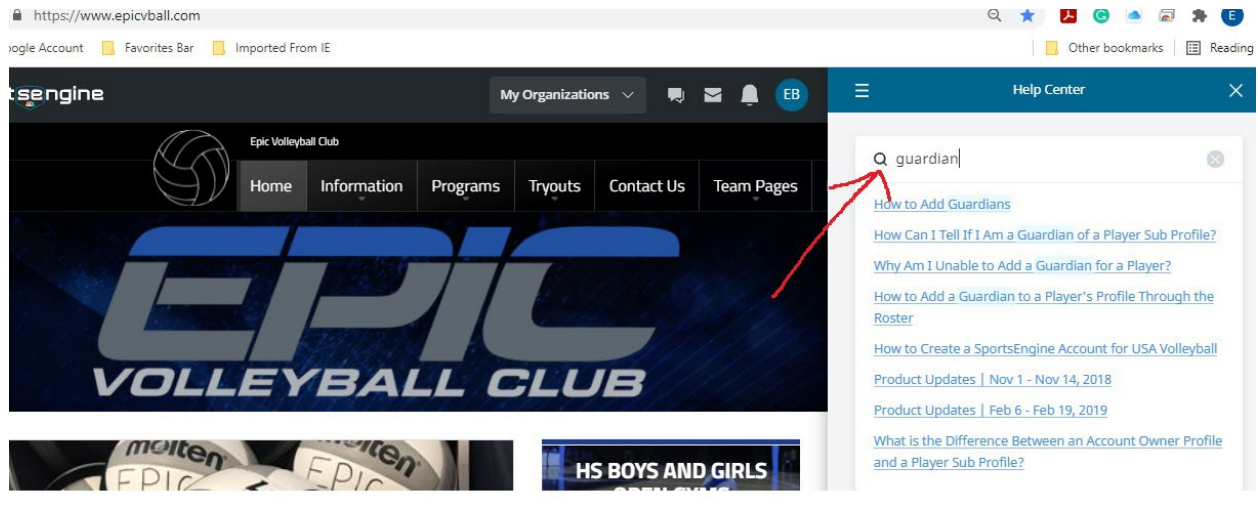


- Once you click on your profile card, you will see on the right side your eligibility and a “view details at the bottom. Click it.
- Lastly you should see the detailed breakdown of your membership and what still needs to be completed.
  - If everything is done correctly, everything should be green and should say “Eligible” under the type of membership you have.

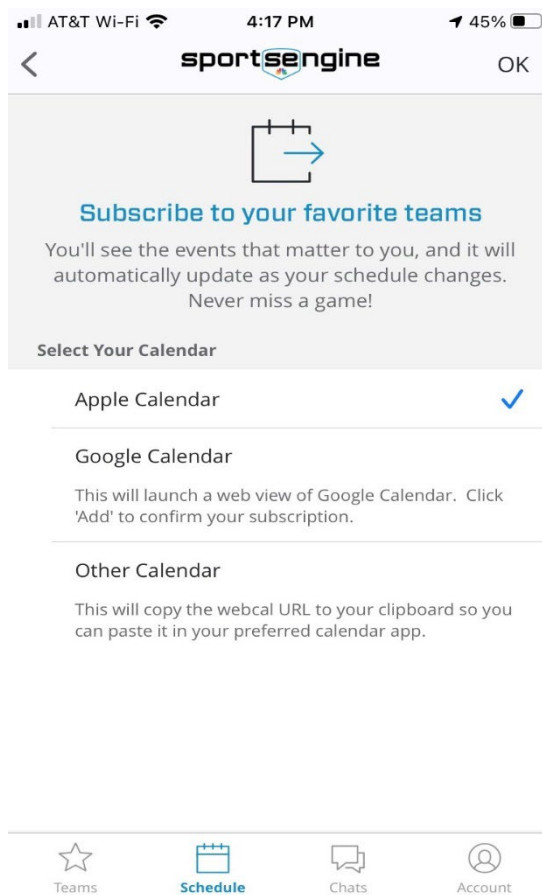
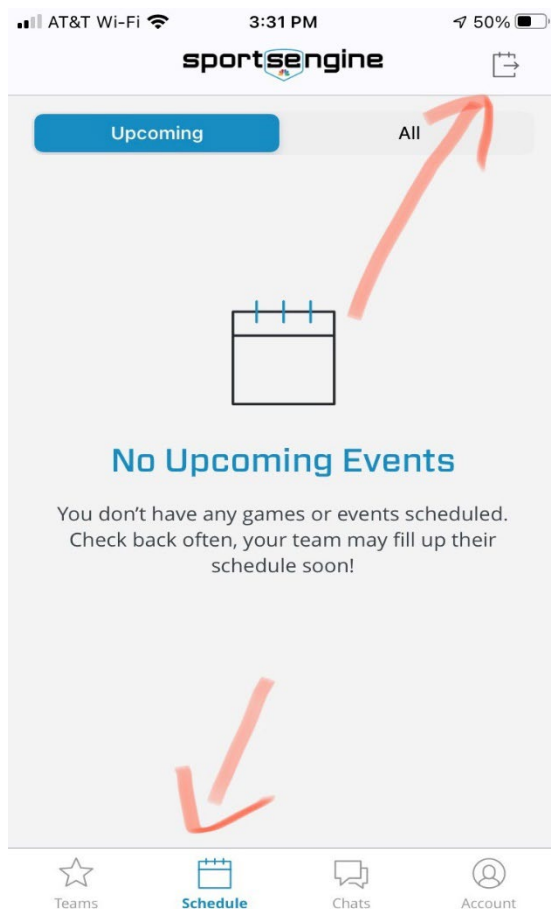
**Where to search for help articles once logged into SE**

- See the screenshots below on where to search for help articles on all things SE.





## Mobile App



Items of the mobile app are pretty self explanatory, but below are a couple screenshots where you can find the calendar that will contain all practice schedule days and tournament days and how to export them to an external calendar if you use one.