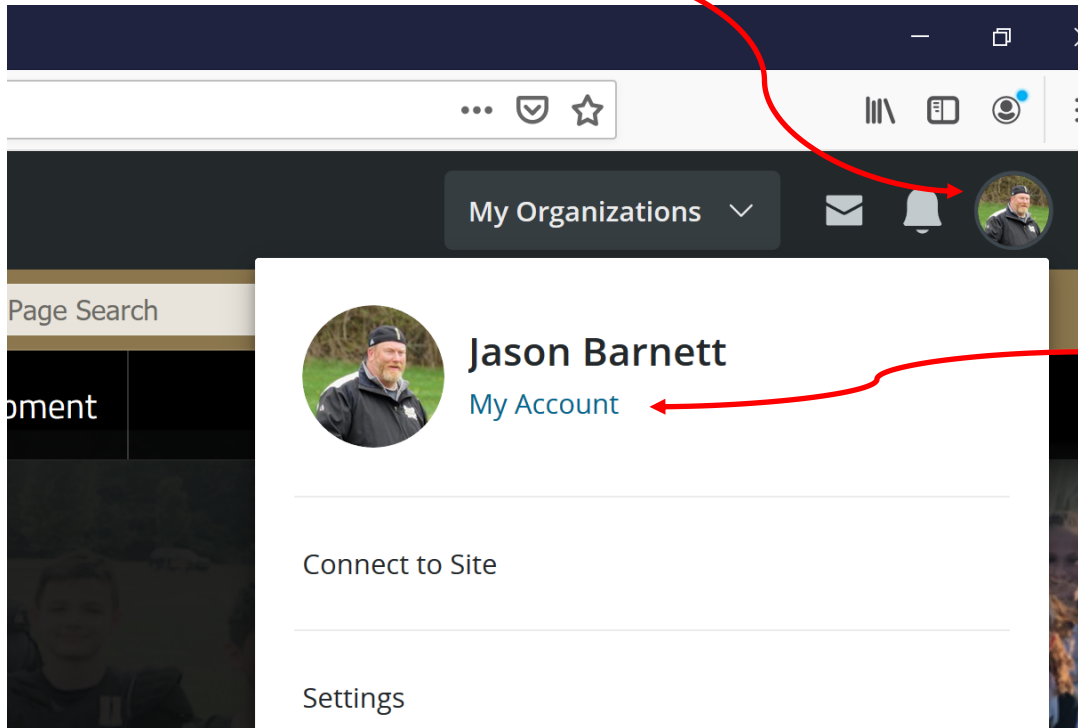
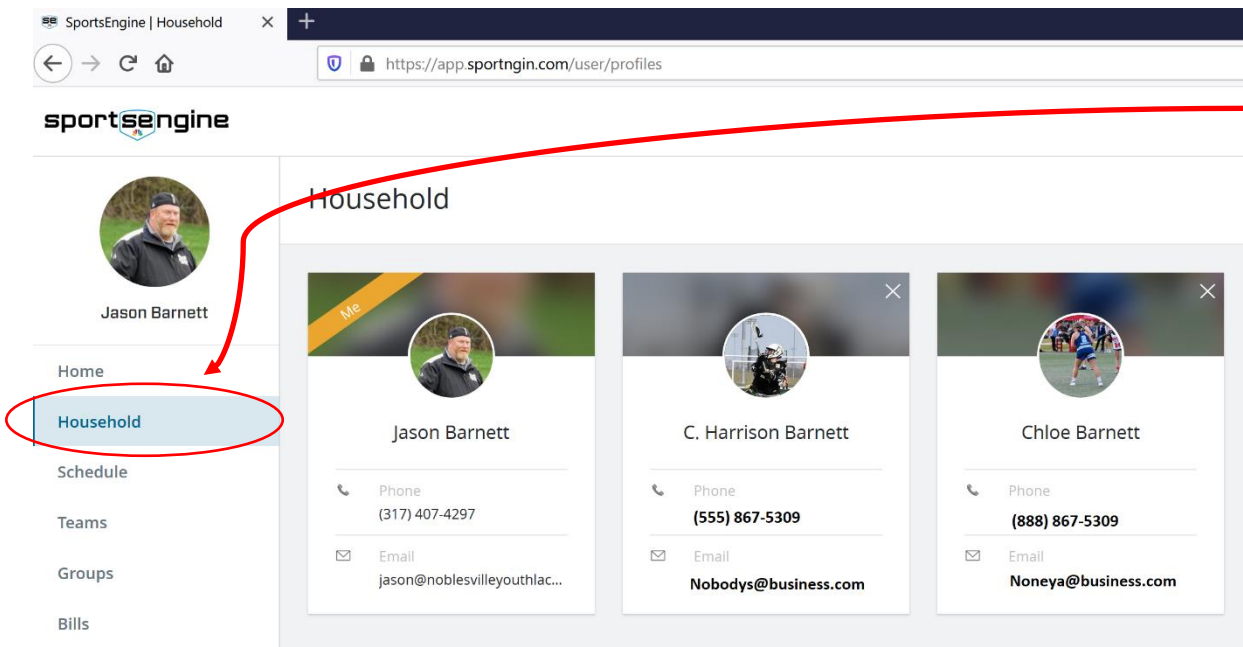


Adding a Guardian through the www.noblesvilleyouthlacrosse.com Website

Log into the website, click on your picture or initials in the top right circle, a similar window will open:

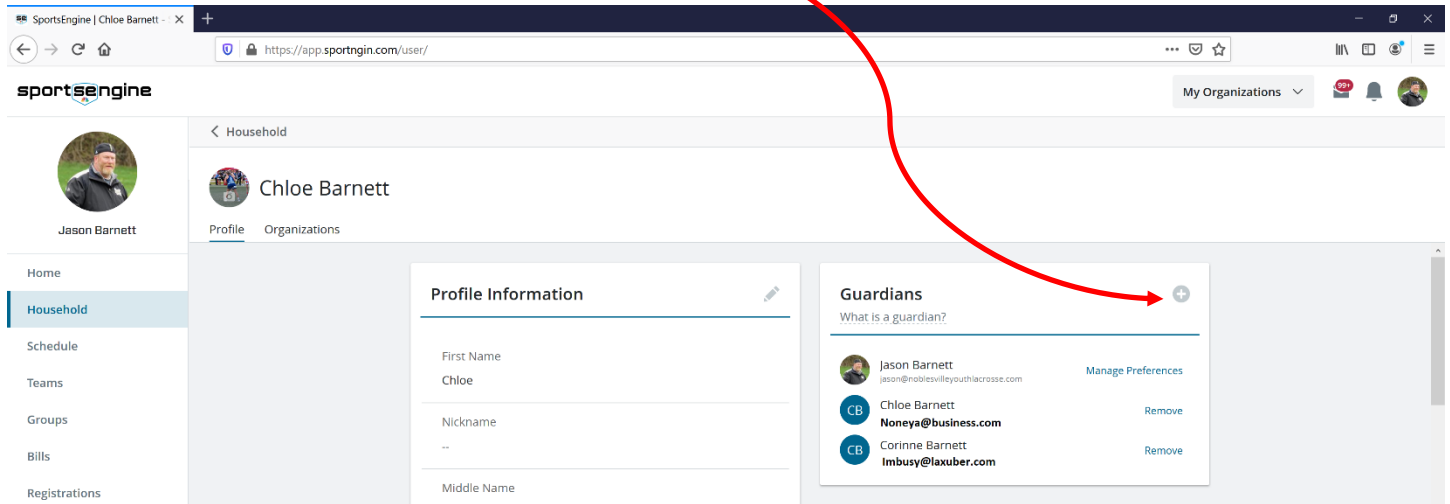


Then click on 'My Account'

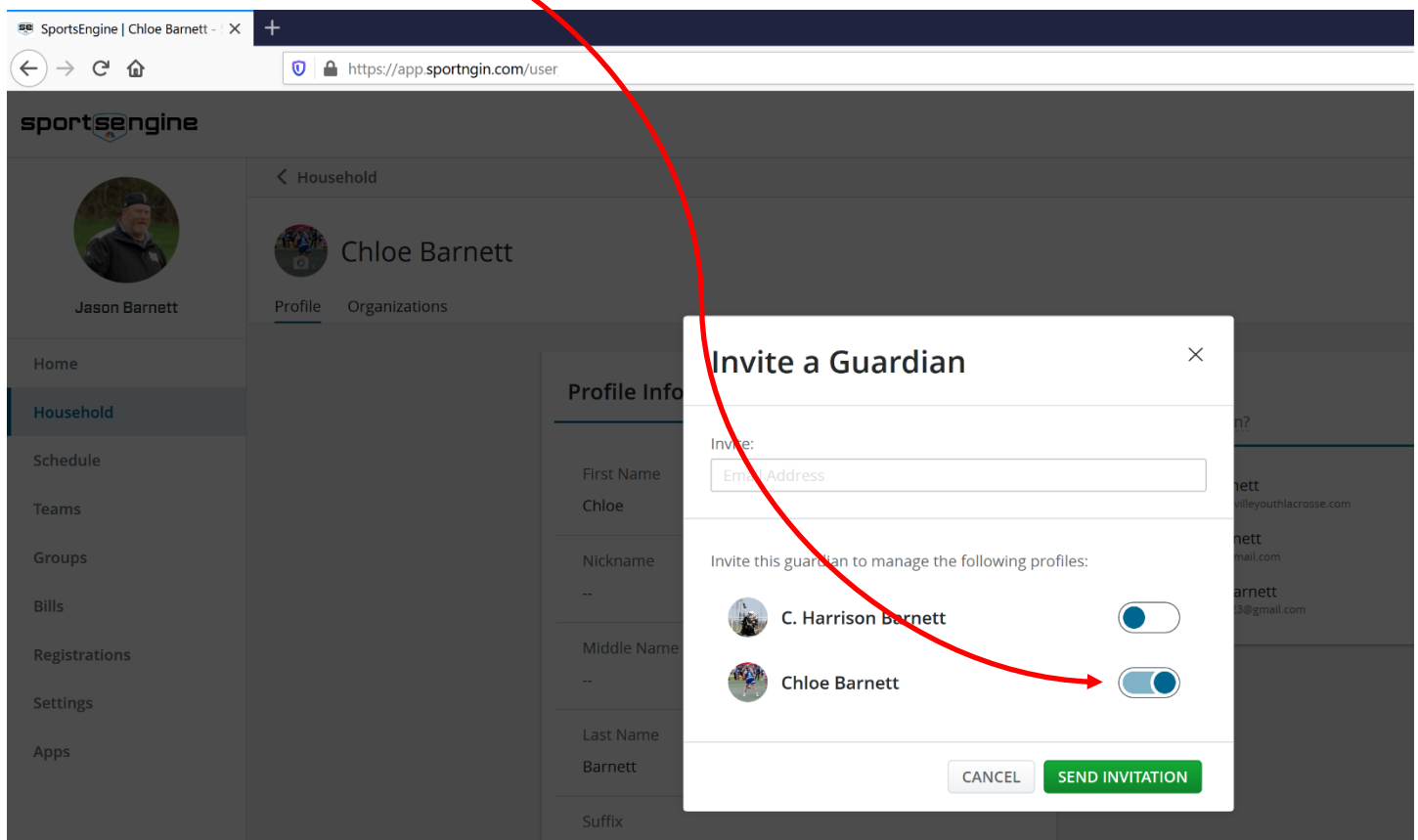


On the left side, click on 'Household' and a window with your information and your player's information will open like this.

Click on your player's name and a similar window will open. In the Guardians box, whomever is listed should be getting all emails and all access on the app. If it is just your name or you want to add an adult (player will be discussed shortly), then click on the '+' button.



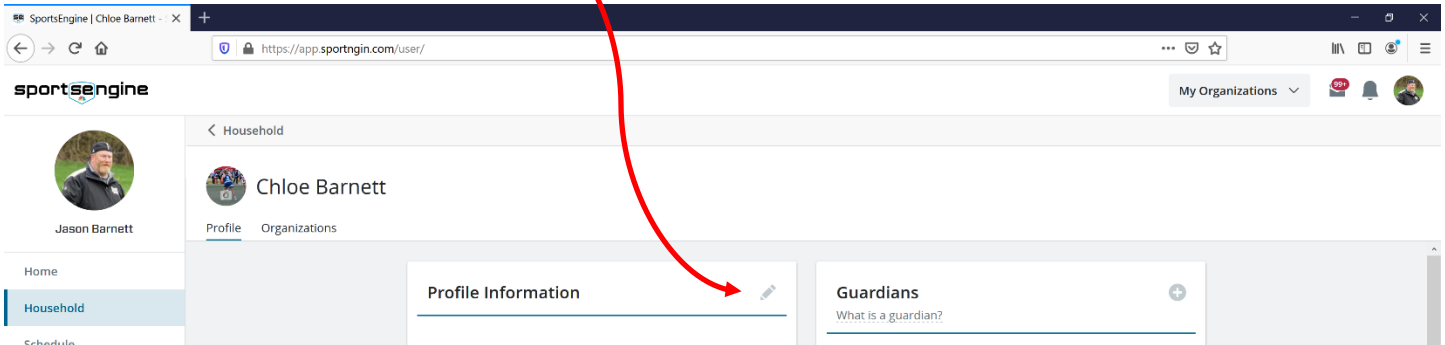
Another window will open asking you to 'Invite a Guardian'. Place that person's email into the 'Invite:' box. Make sure the slider is on or to the right for the player you want that person to be a guardian. Once those are done, click send invitation. They will then receive an email and will need to 'accept' the invitation.



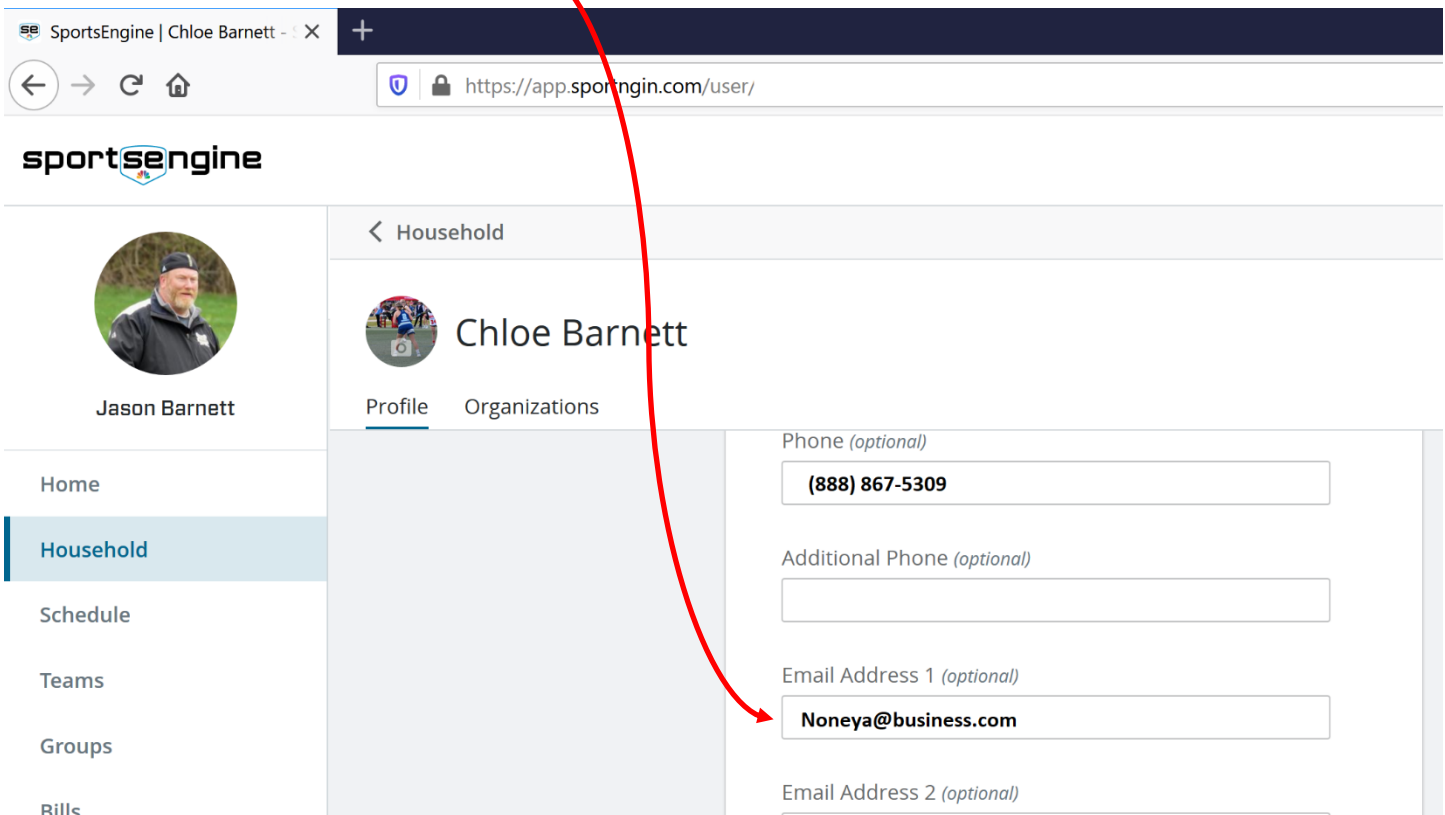
How to add a player as their own guardian – below - **THIS NEXT STEP WILL HAVE YOUTH PLAYER EMAIL INFORMATION THAT BE VIEWABLE TO OTHER ADULTS THROUGH THE ROSTER.**

How to add a player as their own guardian – they have to have their own email for this to work – **THIS EMAIL WILL BE VIEWABLE TO OTHER ADULTS THROUGH THE ROSTER** - this will allow them to receive the mass emails, the new 'News Article' notifications as well as the 'Chats'. If you do not want **OTHER ADULTS** to have this email or for the players themselves to have access to this, **DO NOT FOLLOW THESE STEPS** – just forward the information to them from your own account.

Similar to the first few steps, click on 'Household' and then your player. Once on your player page, there is a 'Profile Information' area with a small gray pencil next to it. Click on the pencil and you can edit the profile information.



Scroll down to 'Email Address' and put THEIR email into this spot.



Once that is completed, follow the same steps to 'Invite a Guardian', put their email into the space and invite them to be a guardian of themselves. They will receive an email and will have to accept it.