

Entering Games on INGLA

Things to Remember:

1. Head Coaches or assigned Managers only will be entering team schedules (Varsity & JV).
2. **Enter your Home games only.** Your away games will be entered by the HOME team.
3. If you are hosting games in which you are not playing, those teams playing need to determine who will be the 'Home' team and they are responsible for entering the game on the INGLA website. This ensures communication between all teams involved.
4. It is important to have as much information as possible:
 - a. LOCATION
 - b. DATE & TIME
 - c. CATEGORY – Varsity/Junior Varsity/Scrimmage/etc.
 - d. TEAMS – make sure the HOME team is FIRST and the away team is SECOND
5. If you see a team/field is **GREYED** out, then you will need to check your date and/or time you selected. This means there is a conflict with your event.
6. If your field location is not listed on the website – you will need to email Jason Barnett and John Sherman to ensure that they are added to the INGLA and Arbiter Websites. Do not enter the location yourself.
7. Guides for game times are as follows:
 - a. JV = 60 minutes,
 - b. Varsity = 90 minutes,
 - c. Time between games = 15-20 minutes

Coaches Step by Step Instructions

1. Log into the website.
2. Click on TEAM
3. Select your team – Varsity, JV 1, JV 2 etc. (The year defaults to current season already)
4. Once you have selected which team you are updating – on the Left-hand side you will see multiple side tabs – (Contacts, Schedule, Roster, etc) **CLICK ON SCHEDULE**
5. On the right-hand side of your team's name – Click on **OPTIONS – ADD EVENT**
6. Enter the HOME games as mentioned above with all the correct information.
7. After submitting a game, go back to Step 5 and follow for all your home games. Follow all steps for your other teams as well.

Screenshots of these steps are shown below.

If you are having issues with entering games, please email Jason Barnett at inglacommunications@gmail.com.

The screenshot shows the homepage of the Indiana Girls Lacrosse Association (INGLA). The navigation menu is highlighted, with 'Team' selected. A dropdown menu is open, showing 'Choose a Team' selected. Further down, 'Varsity' and 'Class 1A' are selected, followed by 'North Region' and 'Noblesville'.

Indiana Girls Lacrosse Association

Home | **Team** | Alumni at the Next Level | Start A New Program

Choose a Team | Varsity | Class 1A | North Region | Carmel | Culver | Fishers | Hamilton | Southeastern | **Noblesville** | Penn | Westfield | Zionsville

Home | About INGLA | Register Online | Registering as a Player Tutorial

NOW OPEN OR UPDATED:

- COACH REGISTRATION
- PLAYER REGISTRATION

Steps #1 – 3: Log in, click 'Team', select your team.

The screenshot shows the 'Change Team' section of the website. The dropdown menu is open, showing '2023', 'North Region', and 'Noblesville' selected.

Change Team: 2023 | North Region | Noblesville

It defaults to the current season, then class and team you select.

The screenshot shows the 'Noblesville Schedule' page. The 'Schedule' button is highlighted in the left sidebar. The 'Options' dropdown menu is open, showing 'Add Event' selected.

Noblesville Schedule

Options

+ Add Event

- Calendar Feed
- Direct Link
- Outlook CSV
- Print
- Get the app!

Date	Time	Details	Event	Location
Tue, Mar 7	07:30 PM - 09:00 PM	vs. Westfield	Varsity	Noblesville, Beaver Ma
Thu, Mar 9	07:30 PM - 09:00 PM	vs. Guerin Catholic	Varsity	Noblesville, Beaver Ma
Thu, Mar 23	07:30 PM - 09:00 PM	@ Hamilton Southeastern	Game	Fishers, Hamilton Southeastern HS

Steps #4 & 5: Click on 'Schedule', click 'Options', and then click 'Add Event'.



Indiana Girls Lacrosse Association

Home

Team

Alumni at the Next Level

Start A New Program

Admin Home

- Configuration >
- Messaging >
- Members >
- Teams >
- Facilities >
- Scheduling >

Add Game or Practice

Generate Schedule

Recurring Games

Master Calendar

Add General Event(s)

Event Maintenance

Import Schedule

Export Schedule

Define Officials Rules

Tools >

Support >

Sign Out

Event Details

Help

Games / Practices

Use this page to schedule events such as games, practices and scrimmages. These events are scheduled for a specific time and location and can be canceled in the future.

Game / Practice General Event

Date 4/24/2023 TBD 7:30p for 90 min. to 9:00p

Location Noblesville, Beaver Material Field

Category Varsity

Status N/A ID optional

Arbiter ID optional

Season 2023 Link to tournament bracket

Teams Noblesville

Culver

Outside Opponent Other Define Other

Event Note

Send Notifications Now?

This will send email and text notifications immediately to all members affected.

- Notify Team Managers
- Notify Team members and parents
- Notify Officials

Submit

Cancel

Step #6: Enter the HOME games as mentioned above with all the correct information.