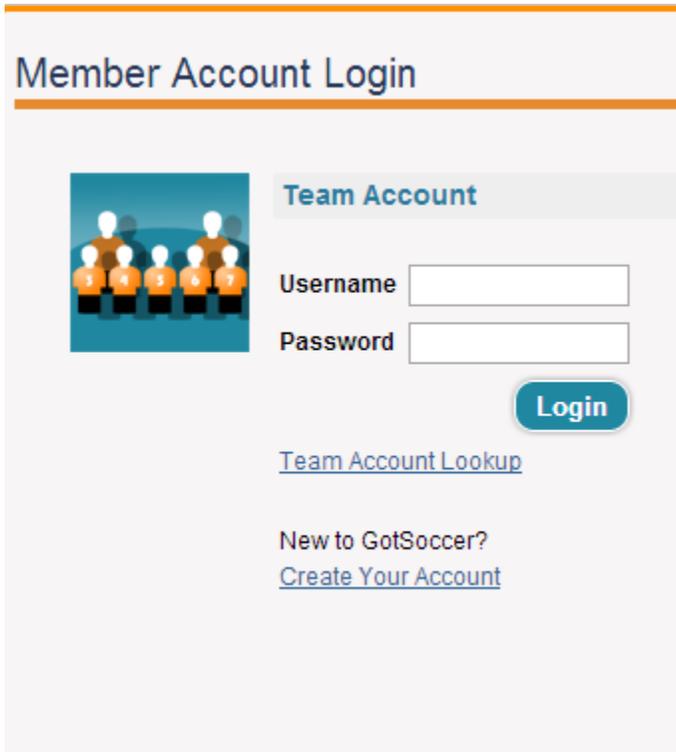


Generating A Tournament Roster for Got Soccer Events

If your team registers for a tournament that uses Got Soccer as the registration system follow the steps below to generate your roster and add or remove players as needed to the TOURNAMENT ROSTER.

You will NOT be able to make any changes to the Official Season Roster

1. Go to www.gotsoccer.com
2. Login to your Team account



The screenshot shows the 'Member Account Login' page. It features a 'Team Account' section with a group of five stylized soccer players. Below the image are input fields for 'Username' and 'Password', and a blue 'Login' button. There are also links for 'Team Account Lookup' and 'New to GotSoccer? Create Your Account'.

3. On the HOME page in the Event Registration History locate the tournament a roster needs to be generated for



The screenshot shows the 'Event Registration History' table. A red arrow points to the 'Roster' column in the first row. The table has columns for Name/Date, Type, Status, Applied, Accepted, Paid, Roster, Schedule, eTravel, and Support.

Name/Date	Type	Status	Applied	Accepted	Paid	Roster	Schedule	eTravel	Support
 Houston Labor Day Cup 2014 8/30/2014 - 9/11/2014	Tournament	Accepted	08/05/2014	Yes	Yes	Default	View	Request	Request

4. Click on Default under the Roster section
5. The Team Player Lists and Rosters screen will come up
6. In the View By Event Box make sure you select the tournament you are trying to generate a roster for.
7. In the Roster Creator box Import Players from click on the drop down arrow and find the most recent season roster.
8. Click Generate Roster

*Player Add/Remove functions have been locked by your club.

Step 6 →

View by Event: Houston Labor Day Cup 2014 (8/30/2014) Print Contacts » Email Players »

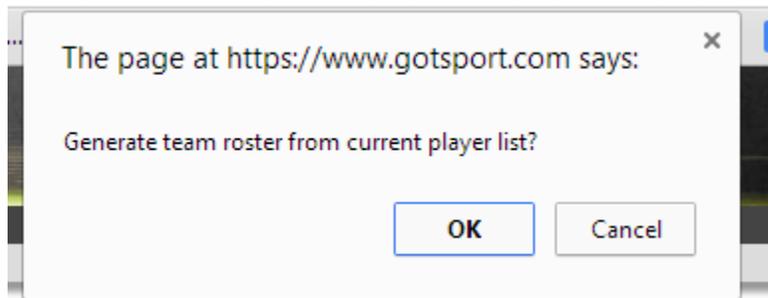
Registration Submitted 8/5/2014 Accepted Yes ID#s Default Docs Roster Schedule / Game Cards »

Roster Creator Import Players from: HYSA 2014/2015 Rosters & Cards (11) Copy Generate Roster

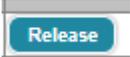
Step 7 ↑

Step 8 ↑

9. Pop up box below will appear. Click OK



10. Roster Generation Result will appear in the roster creator box when players have been added to the tournament roster.

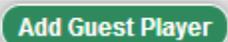
11. If a player is not playing in the tournament click the  button next to the date added for them.

12. A box will pop up similar to step 9 that says release selected player Click OK.

13. Player will show down in the Full Team Player list and will have an  button next to the updated date.

14. If for any reason you removed a player you didn't intend to and want to add them back without having them appear as an add on the roster click the  button in the Roster Creator section and repeat steps 7 and 8.

15. If you need to add a guest player or club pass player click either of the buttons below

16. You will need to know the players registered age group and first and last name. If the player is registered in Got Soccer they should appear with an add button.

[Add Guest Player](#) [Add Club Pass Player](#)

Search for Guest Player [Cancel](#)

Girls L.Name F.Name ID# [Search](#)

Level

Enter the player first & last name or ID number to search.

Add Club Pass Player [Cancel](#)

Girls L.Name F.Name ID# [Search](#)

Level

Enter the player first & last name or ID number to search.

17. I have never tried the Add Club Pass Player so I am assuming this works similar to the Add Guest Player
18. If the either of these options does not return a result and an add option then the player must login to their individual account at www.gotsoccer.com and register as a guest for the event. If they do not have a GotSoccer account they will need to create one.

Member Account Login



Individual Player Login

Username

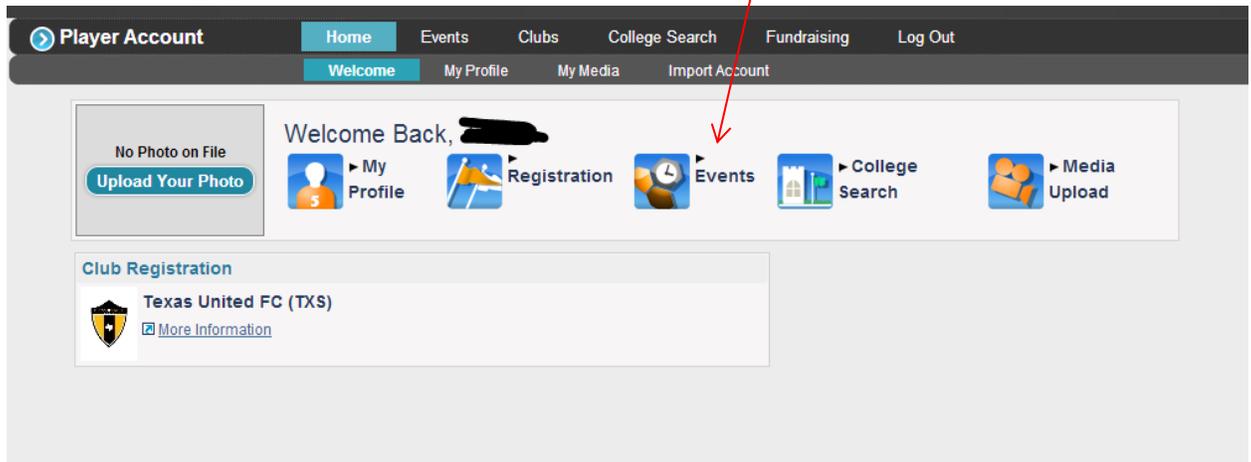
Password

[Login](#)

New to GotSoccer?
[Create Your Player Account](#)

Can't remember your login?
[Player Account Lookup](#)

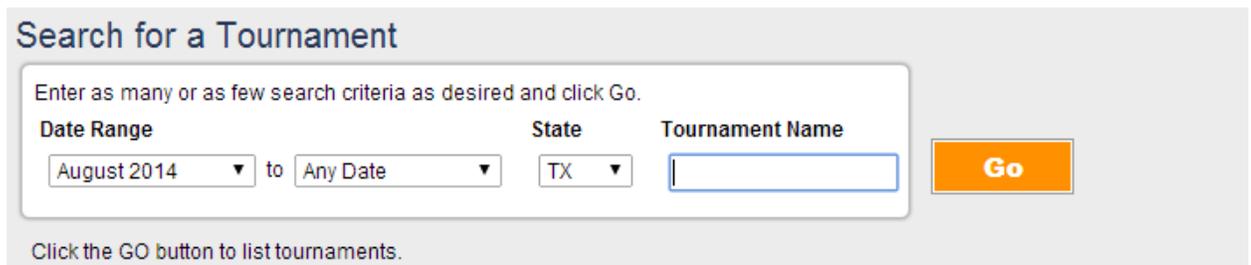
19. From the home page of their account they need to click on EVENTS



20. On the next page they need to click Search Events



21. Search For A Tournament Screen will appear



22. They can either enter the tournament name if they know it exactly, enter a key word or just pick the tournament date range and state and click GO.

23. Scroll through the list of tournaments until the one they wish to register as a guest player for is located.



[Hill Country FC Summer Sizzler](#)

8/29/2014-8/31/2014

[Event Info](#)

[Register as Guest Player](#)



[AAYSA Patti Gatzka Labor Day Tournament](#)

8/29/2014-8/31/2014

[Event Info](#)

[Register as Guest Player](#)



[Houston Labor Day Cup 2014](#)

8/30/2014-9/1/2014

[Event Info](#)

[Register as Guest Player](#)



[2014 Boys Austin Labor Day Cup \(ALDC\)](#)

8/30/2014-9/1/2014

[Event Info](#)

[Register as Guest Player](#)

24. Click the Register as Guest Player

25. A list of all available age groups will appear along with the Submit Application button

Enter Guest Player Pool

You can enter the pool of guest players in the following event. Once you submit an application, you will be able to send an email to the teams of your choice. All attending teams will have the option to add you to the team as a guest player and you can remove your application at any time.

Houston Labor Day Cup 2014

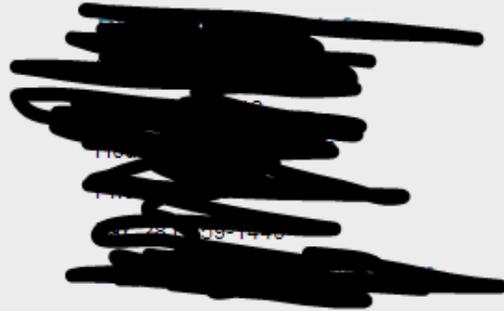
[Apply as a Guest Player](#)



8/30/2014-9/1/2014

Event Description

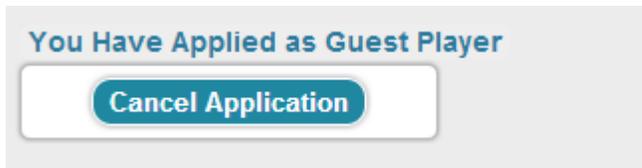
**Houston's Hottest
Tournament!**



Available Groups

[Boys U8](#) [Girls U9](#)
[Boys U9](#) [Girls U10](#)
[Boys U10](#) [Girls U11](#)
[Boys U11](#) [Girls U12](#)
[Boys U12](#) [Girls U13](#)
[Boys U13](#) [Girls U14](#)
[Boys U14](#) [Girls U15](#)
[Boys U15](#) [Girls U16](#)
[Boys U16](#) [Girls U17](#)
[Boys U17](#) [Girls U19](#)
[Boys U18](#)
[Boys U19](#)

26. Once the application is submitted it will now show as below along with a list of teams in the age group and above registered.



27. Once this is completed the player can log out and notify the coach that they are now registered.
28. The coach will then log back into their team account and in the Event Registration History click on the tournament name.
29. Their team application will appear. Click on the GUESTS tab and locate the player they wish to add to the team for the tournament.

30. If the player does not have a player card from their club or has never been issued a player card this option will require a birth certificate for age verification.
31. If the player needs a tournament player card issued they will have to register at www.texasunitedfc.com and click on the Competitive tab and scroll down to the Register now button.
32. Select payment option

6 Tournament Guest Player	<u>\$25.00</u>	Players Everyone
----------------------------------	----------------	---------------------

33. Email a copy of their birth certificate to administrator@texasunitedfc.com. Note there is a one week turn around. Do not expect a player to register on Monday – Friday of a given week and have a player card for that Saturday.
34. Once the player is registered and verified they can be added to the TOURNAMENT ROSTER ONLY.
35. The coach should then be able to click on the Docs pdf **Roster** in the Team Player List & Rosters section of their account to get a signed tournament roster.

Registration
Submitted 8/5/2014
Accepted **Yes**
ID#s [Default](#)
Docs [Roster](#)