

Player Registration Instructions for Teamsideline

New Account Registration (if you just need to sign in to re-register, please scroll click “Sign In” after clicking the two “register” buttons)

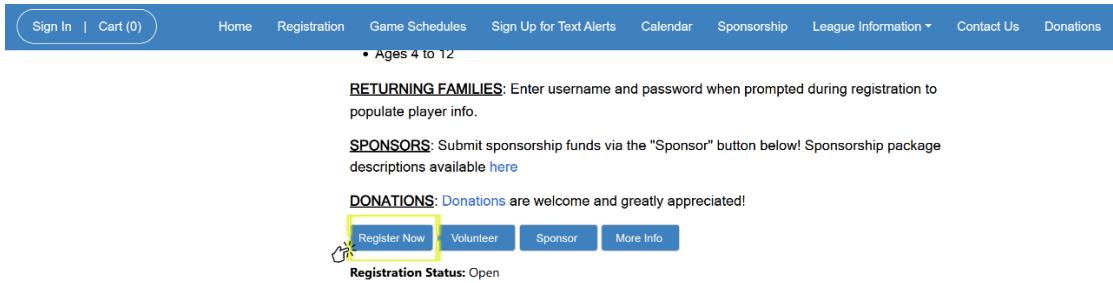
- 1.) Navigate to Teamsideline/sites/BlackMenCoalition and click on “Registration” at the top.



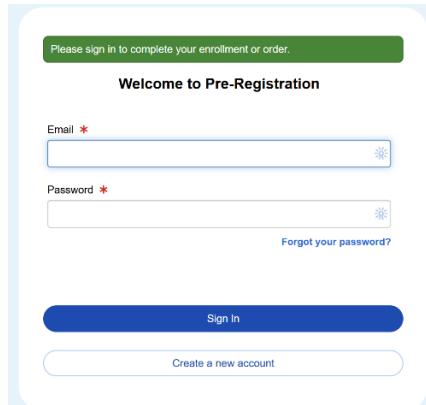
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- Then scroll down and click on “Register Now”.

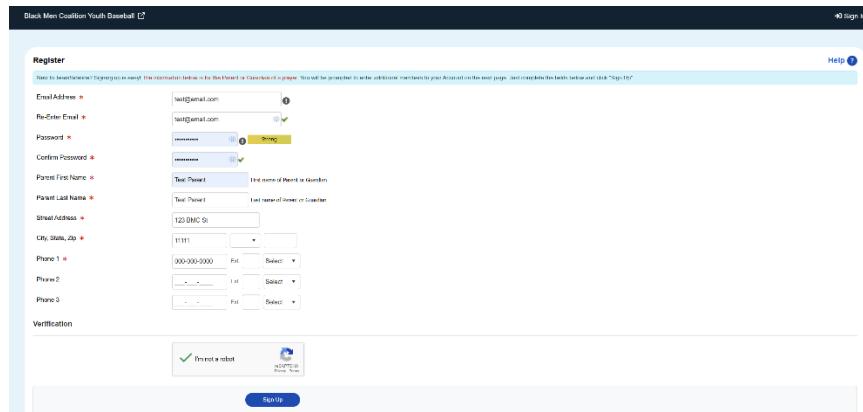


- If this is your first time registering with us, you will need to click the white “Create a new account” button. If not, click the blue “Sign In” button.



2.) *Skip to step 3 if you are a returning user.

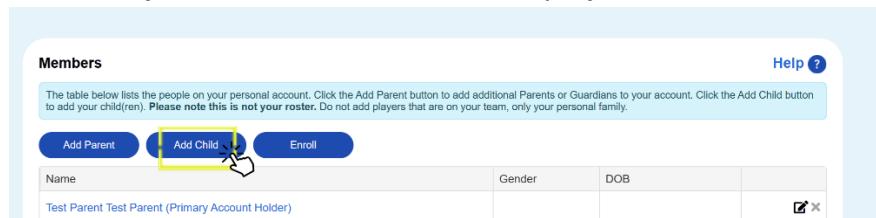
For new users, the first step is to enter the legal guardian information. Complete your Legal Guardian Profile and click “Sign Up” when complete.



The screenshot shows the 'Register' page for a youth basketball team. It includes fields for email, password, and personal information. A 'Sign Up' button is at the bottom.

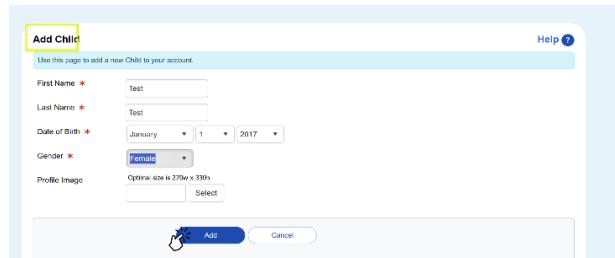
3.) You are now in your Legal Guardian account. Members of your account are listed here. Click “Add Child” to add your player info.

- To view this screen for those returning via “Sign In”, click on “Members” under “My Account”. You can add/edit players as needed as shown below.



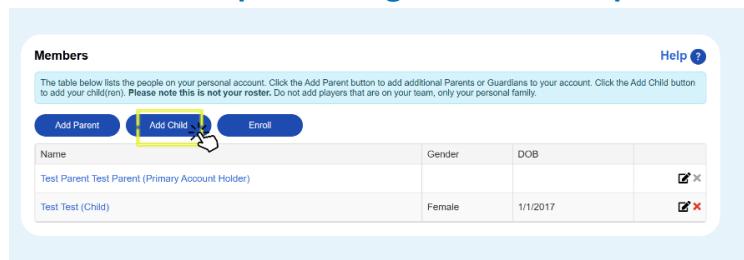
The screenshot shows the 'Members' page with a table of account members. A 'Test Parent' row is listed. Buttons for 'Add Parent', 'Add Child', and 'Enroll' are at the top.

4.) Add your child/player’s info. Click “Add” when complete.



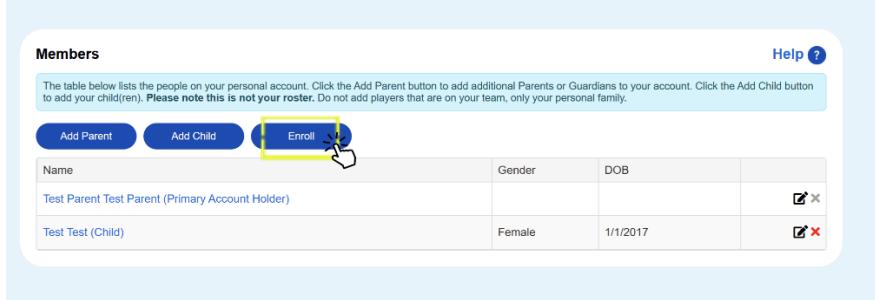
The screenshot shows the 'Add Child' page with fields for first name, last name, date of birth, gender, and profile image. A 'Select' button is shown for the profile image. A 'Cancel' button is at the bottom.

If you have more children to add, click “Add Child” again and complete the information requested. **Repeat this step as many times as needed to add all children before proceeding to the next step.**



The screenshot shows the 'Members' page after adding a child. The table now includes a 'Test Test (Child)' row with gender 'Female' and DOB '1/1/2017'. The 'Add Child' button is highlighted with a yellow box.

5.) Once you have added all children, proceed by clicking the “Enroll” button.

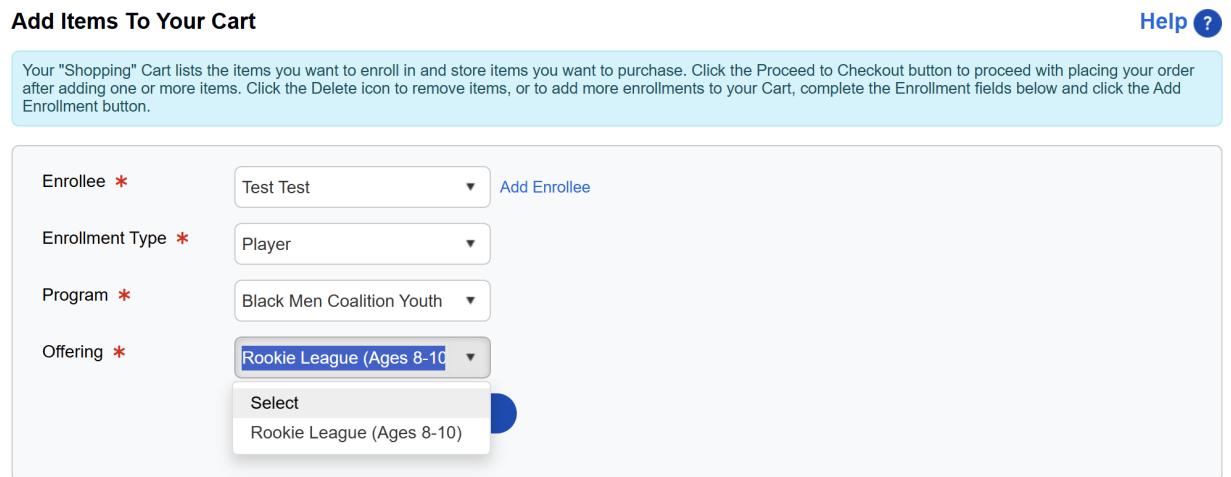


Members

The table below lists the people on your personal account. Click the Add Parent button to add additional Parents or Guardians to your account. Click the Add Child button to add your child(ren). **Please note this is not your roster.** Do not add players that are on your team, only your personal family.

Name	Gender	DOB	
Test Parent Test Parent (Primary Account Holder)			<input checked="" type="checkbox"/> X
Test Test (Child)	Female	1/1/2017	<input checked="" type="checkbox"/> X

6.) Choose your player’s name from the dropdown menu for Enrollee. Choose “Player” as the Enrollment Type. The Program & Offering tabs should auto-populate based on the season info & age of child.



Add Items To Your Cart

Your "Shopping" Cart lists the items you want to enroll in and store items you want to purchase. Click the Proceed to Checkout button to proceed with placing your order after adding one or more items. Click the Delete icon to remove items, or to add more enrollments to your Cart, complete the Enrollment fields below and click the Add Enrollment button.

Enrollee *	Test Test	Add Enrollment
Enrollment Type *	Player	
Program *	Black Men Coalition Youth	
Offering *	Rookie League (Ages 8-10)	
	Select	
	Rookie League (Ages 8-10)	

Your Cart

Item	Cost
You have no items in your cart.	

Order Subtotal:

-Click the blue “Add Enrollment” button, then click the little “X” in the corner of the pop up screen, then scroll down and click the blue “Proceed” button.

7.) You are now on the enrollment info page for your player. You should see the specific player's name at the top of the screen, this is how you will know which child you are entering enrollment info for. Complete the prompts and check the boxes for the waivers. Click the blue "Next" button.

8.) Now you have reached the Checkout page. Review the information and make edits as needed. Scroll down to view the "Order" section and make sure that all of your players are listed. If all information listed is correct, click the blue "Place Order" button.

9.) You should now be on the order confirmation page, where there is a yellow bar that has text stating registration is complete and you should have received a confirmation email. **IF YOU DO NOT SEE THIS PAGE, YOU ARE NOT DONE.**