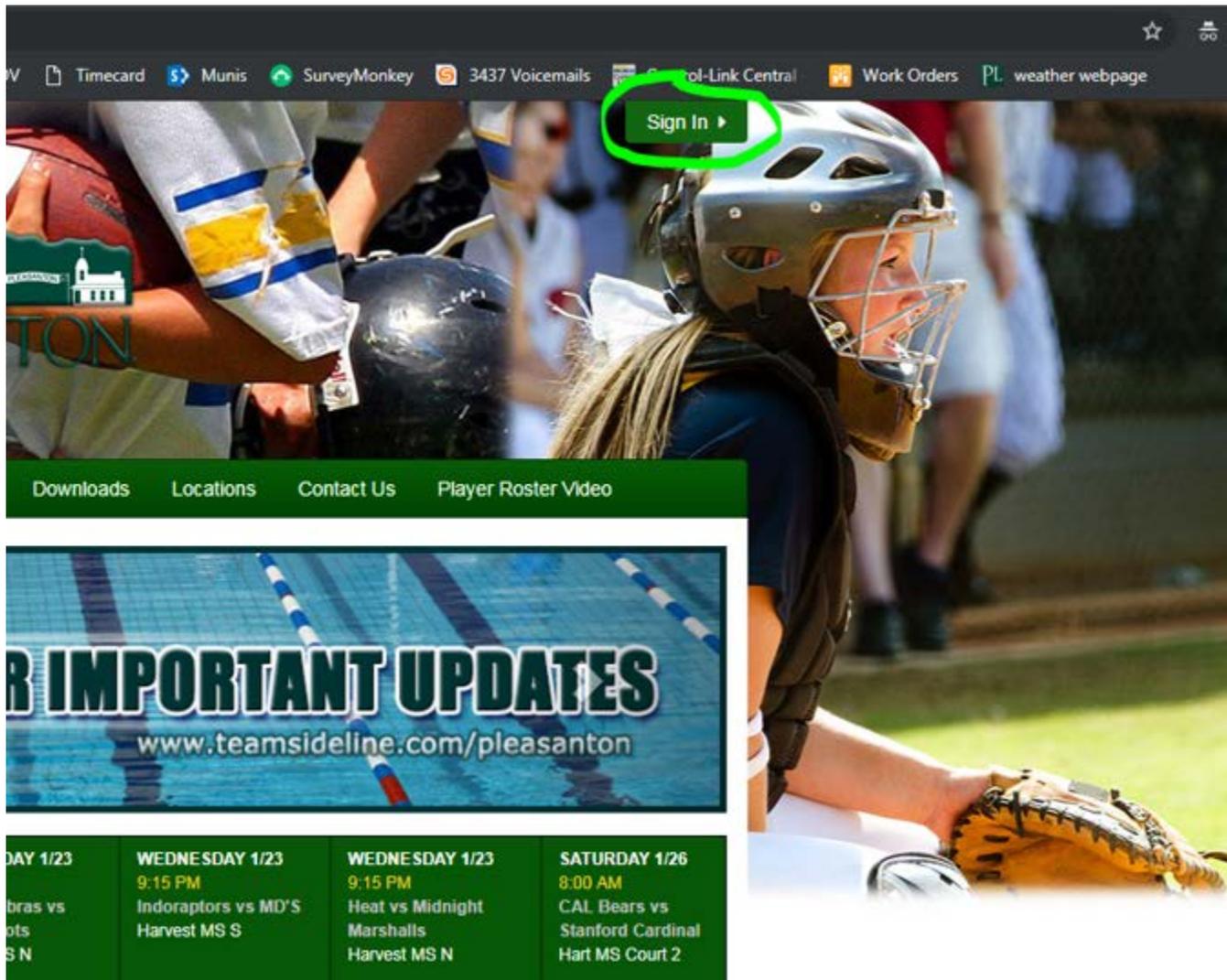


How To Manage Roster

1) Visit www.teamsideline.com/pleasanton and click "Sign In" in upper right hand corner



Sign In ▶

Downloads Locations Contact Us Player Roster Video

IMPORTANT UPDATES
www.teamsideline.com/pleasanton

DAY 1/23	WEDNESDAY 1/23	WEDNESDAY 1/23	SATURDAY 1/26
	9:15 PM	9:15 PM	8:00 AM
bras vs	Indoraptors vs MD'S	Heat vs Midnight	CAL Bears vs
ots	Harvest MS S	Marshalls	Stanford Cardinal
S N		Harvest MS N	Hart MS Court 2

2) Enter your email and password and click "Sign In"



City Of Pleasanton Recreation

www.teamsideline.com/pleasanton

[➔ Sign In](#)

Sign In

Use your TeamSideline account [?](#)

Email *

Password *

First time signing in to this site? [Create a new account.](#)

[Forgot your password?](#)

[Sign In](#)

or

Sign in with Facebook

 Facebook

Quick and easy access with no

- [How is my Facebook inform](#)
- [Can I unlink my Facebook](#)

* Required Fields

3) You will be prompted to your home screen. Select your team name for the upcoming season under "Manage Rosters"

The screenshot shows a dark blue navigation bar at the top with a home icon, "My Account" with a dropdown arrow, and "Manage Rosters" with a dropdown arrow. Below the bar, the word "Home" is displayed in bold. A light blue banner contains the text: "Use this page to navigate to 'City Of Pleasanton Recreation' functions which you have access to." On the left, a "My Account" section lists: "My Profile", "Members", "Order History", "Enrollments", and "Place Order". In the center, the "Manage Rosters" dropdown menu is open, showing "All Rosters" and a selected item "Demo Tester Spring 2019" which is highlighted with a blue background and green bars on either side. A large green hand-drawn circle highlights the entire "Manage Rosters" dropdown menu.

4) You will be prompted to your roster page.

Spring Adult Bocce



Demo Tester Roster - Spring 2019

Your Roster Status is Open. Follow these steps to add team members and change your Roster Status from Open to Submitted.

Step 1: Click the Add to Roster button to add team members. You can also click the Copy Roster button to add all team members from a previous Team Roster.

Step 2: When you add a team member, an invitation is emailed to the team member to prompt them to enroll to be on your team.

Step 3: A check mark displays in the Enrolled column for each team member that has completed enrollment.

Step 4: When the minimum number of team members have enrolled, click the Submit button to change your Roster Status to Submitted.

You must change your Roster status to Submitted to notify "City Of Pleasanton Recreation" your Team has met the minimum Roster requirements.

Submit

Add to Roster Reinvite All

Name	Role	Email Address	Invited	Enrolled	
Julian Mireles	Manager	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Julian Mireles	Player	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Count : 2					

Information Related to this Page

Explain

What does the red flag mean next to an email address?

5) Select "Add to Roster"

Add to Roster **Reinvite All**

Name	Role	Email Address	Invited	Enrolled
Julian Mireles	Manager	julianmireles88@gmail.com	🚩	🚩
Julian Mireles	Player	julianmireles88@gmail.com	🚩	🚩

Count : 2

Information Related to this Page

Explain

What does the red flag mean next to an email address?

6) Once you select “Add to Roster” the table will expand for you to put in your player’s information (first name, last name and email address). Repeat this step for as many players you wish to add.

Note: The email you input for each player MUST be the email they use or will use for their www.teamsideline.com/pleasanton account. Repeat this step for as many players you wish to have.

Add to Roster **Reinvite All**

First Name *

Last Name *

Role *

Email *

Add

* Required Fields

Name	Role	Email Address	Invited	Enrolled	
Julian Mireles	Manager	julianmireles88@gmail.com	✓	✓	↻ 📄 ✕
Julian Mireles	Player	julianmireles88@gmail.com	✓	✓	↻ 📄 ✕
Count : 2					

Information Related to this Page

Explain

What does the red flag mean next to an email address?

Every time you add a player to your roster, a check mark will appear next to their name in the “Invited” column. However, it is the responsibility of the manager to ensure a check mark is next to the player’s name in the enrolled column.

[Add to Roster](#) [Reinvite All](#)

First Name *

Last Name *

Role * Player ▼

Email *

[Add](#)

* Required Fields

Name	Role	Email Address	Invited	Enrolled	
Julian Mireles	Manager	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	↶ ✎ ✕
Cheryl Mireles	Player	cherylcryes@gmail.com	<input checked="" type="checkbox"/>	<input type="checkbox"/>	↶ ✎ ✕
Julian Mireles	Player	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	↶ ✎ ✕

Count : 3

Information Related to this Page

Explain

What does the red flag mean next to an email address?

Once a player successfully enrolls, a check mark will appear in the "Enrolled" column

Spring Adult Bocce



Demo Tester Roster - Spring 2019

Your Roster Status is Open. Follow these steps to add team members and change your Roster Status from Open to Submitted.

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Step 3: A check mark displays in the Enrolled column for each team member that has completed enrollment.

Step 4: When the minimum number of team members have enrolled, click the Submit button to change your Roster Status to Submitted.

You must change your Roster status to Submitted to notify "City Of Pleasanton Recreation" your Team has met the minimum Roster requirements.

Submit

Add to Roster

Reinvite All

Name	Role	Email Address	Invited	Enrolled	
Julian Mireles	Manager	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Cheryl Mireles	Player	cherylcries@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Julian Mireles	Player	julianmireles88@gmail.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Count : 3					

Information Related to this Page

Explain

What does the red flag mean next to an email address?

To drop a player contact the sports office at 925-931-3437. A player may ask to be removed from a team and we will oblige. Add / drops must be done before the add/ drop deadline which is half way into the season (before the 5th game) (or 4th game in the summer season).