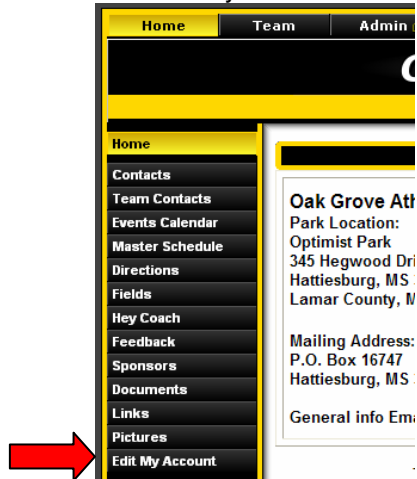


# How to Enable Text Messaging for Reminders

1. Click on Edit My Account that is listed on the main or home menu of the left side of the page.



2. Enter your email address and personal password if you have it. If you don't have your password, just enter your email address and click Submit and your personal password will be emailed to your email address. You will then be able to login on this same screen using your email address and password.

To edit your family's **existing** account information, you'll first need to sign in. If you've previously been issued an account password during online registration, please enter it below along with your email address. Otherwise, submit the form with your email address only and no password. The website will then email you a temporary password to use for sign in.

- Existing Users - Enter your email and password.
- Forgot your Password? - Enter your **EMAIL ONLY** and your password will be emailed to that address.

Email:

Password:



**STOP!** Look back at your email address and proofread it.  
If you do not type the correct address PERFECTLY, you will not receive an emailed password.

3. Once you have logged in you will see a screen listing your family members. You can click on any of the names listed to edit the information on that person's record.

## Family Entry & Participant Selection

Use this page to add or edit family members.

Member(s)	Registered in Program	Date	Cost	Paid	Due
John Doe					
Add second adult					
Children:	Registered in Program	Date	Cost	Paid	Due
Johnny Doe					
Add a child					

**Tip:** to change your password, click your (adult's) name in the listing above to bring up your contact information form. Toward the bottom are two fields for entering and confirming your password.

4. This screen will allow you to verify and edit your contact information and desired settings for receiving reminder notifications of Games or Practices. It also allows you to turn on and off your text messaging. If you wish to receive text messages, just confirm your cell phone number is correct and choose your cell phone carrier from the list in the pull down menu.

**How This Information Will Be Used:** the information you provide on this web site will be kept on our secure servers and NEVER shared with any third party outside this organization and the company that hosts this website. Your personal information will only be viewed by members and technical personnel with the appropriate clearance and password. If you do NOT want certain personal information to be viewable online, choose the "Private" selection next to this information.

First Name: \*  Last: \*


Address: \*   1

City, State, Postal: \*

Country: \*

Home Phone: \*   1

Work Phone:   1

Cell Phone:   1 Provider:  2 

Email Address: \*   1  
(If more than one, separate each with a comma)

Password: \*


Enter it again: \*

Some organizations issue unique identification numbers to their members in order to distinguish them state or nation wide. If you have ever been issued such a number, enter it below. If not, leave this field blank.

ID:

Gender:  Male,  Female

Date of Birth:  (MM/DD/YYYY)

Email reminders of: Games  Practices  

if checked, you will receive a reminder email the day before each event you or your children's teams are involved in. Grayed options indicate that it is club policy that all members receive reminders for that event type.

Fields marked with an (\*) are required for registration.

1. The dropdown menu to the right of some fields can be used to indicate how you want the information to be used. "Private" means no one other than club administrators can view the information. "Roster" indicates that this information will only be displayed on rosters according to the viewing policy (password protected) set for that team. For team managers, coaches and adult players, you can choose to make information available to the general "Public" on rosters team home page and the Team Contacts page.

2. You can optionally receive club news items and schedule change notifications via text messages to your cell phone. Use the dropdown list to choose your cell phone service provider if you wish to receive text messages.

5. Once you have selected your cell phone carrier, also choose if you want Email reminders of Games and Practices. I recommend both. You will receive the email reminders about 24 hours before the scheduled event, and the Text message on your phone about 1.5 hours before the event. The text messages will also be instantaneous if we have to cancel or delay games due to rain or other severe weather conditions.