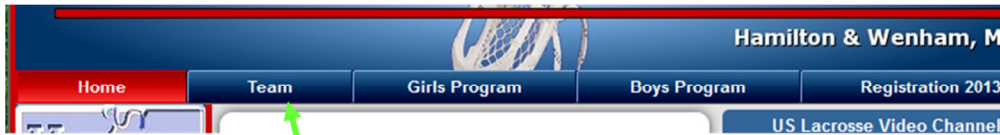


Coaches: How to Email Your Team

The HWLax.org website allows coaches to easily notify their teams of scheduling changes, send emails, etc. This overview walks you through the steps of sending an email to your team.

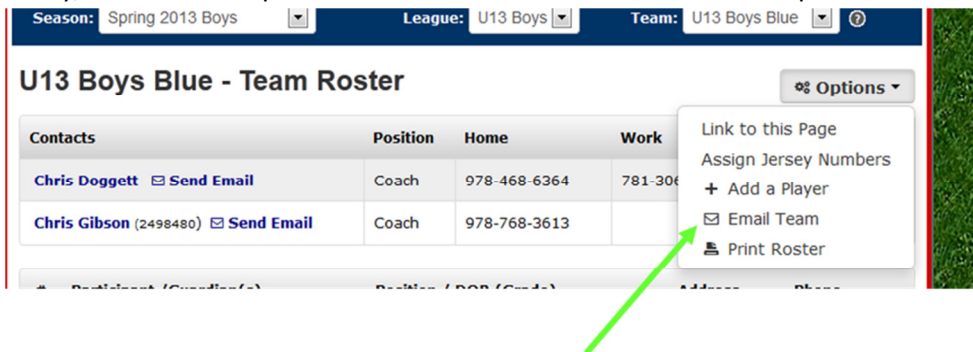
- 1.) Go to the website hwilax.org
- 2.) Log in to your account (if you don't know how to do this, see below)
- 3.) From the horizontal menu bar at the top, select the your team from the "Team" drop-down button



- 4.) Once your team is shown (see below), you select the "Roster" button from the left-hand vertical menu



- 5.) Lastly, click on the "Options" button and select the "Email team" option

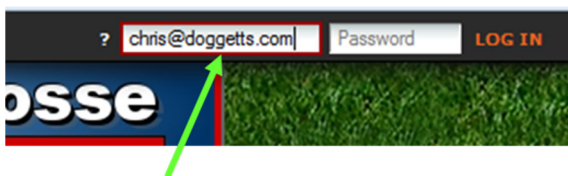


How To Sign Into Your Account

1. Click the "LOG IN" button at the top right-hand side of the home page



2. You will be prompted to log in using your email address and your password



3. If you have forgotten your password, leave it blank and click the "LOG IN" link on the right. The system will email you a link to reset your password.