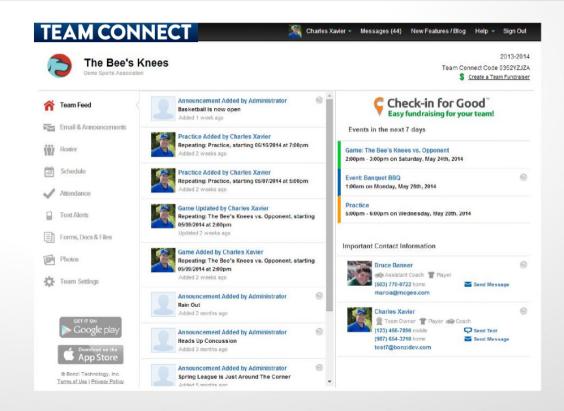
What is Team Connect?

Team Connect is a online web site that allows teams to share information with their coaching staff and teams members.

Coaches can use Team Connect to share team information, such as schedules and rosters, while also hosting a community hub to help facilitate team communication.

Team Connect can be used for your specific team needs. Use it for simple emails and schedule sharing, or invite players, parents, neighbors, and grandparents to join in on the fun. Upload team photos, plan team practices and get-togethers; anything that applies to your unique team.



Accepting Your Team Connect Invitation

What is a Team Invitation?

Team Connect is a private online team web site that can only be accessed by invited team staff, players (and their parents). In order to access Team Connect, team members must accept their invitation to the team.

Invitations are automatically emailed to the team members on your roster once your Registrar activates your team's Team Connect

How do I accept my Team Invitation?

- 1. Look for your invitation in your email inbox. It will be sent to the same email address you used when you registered as a coach.
- 2. Click the "Accept Invitation" link in the email.
- 3. Accepting the team invitation will direct you to the US Soccer Connect website where you will be asked to sign into your US Soccer Connect account.

Getting Back to Team Connect

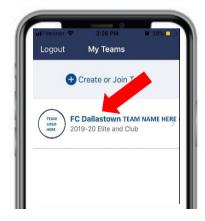
Website:

Log into your US Soccer Connect member account by going to fcdallastown.epysalive.org, clicking on the "Member Login" button in the upper right hand corner, enter you US Soccer Connect member account username and password (same you used to register your player) to log in, and then click on the "Team Page" tab to access your Team Connect website.

App:

On your mobile phone in the Apple or Google Play App Stores, search for "Sports Team Connect", download the app and login using the same username and password you use to log into your US Soccer Connect member account. Once logged in you should see your team. Click on your team to access the team schedule, roster, messages and more.





Team Connect Mobile

Full Team Connect Site on your Mobile Device

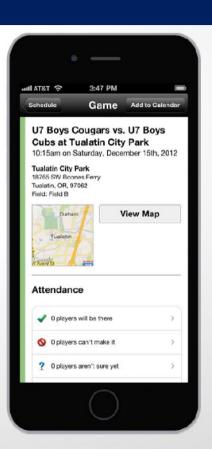
The full <u>Team Connect website</u> is compatible with all mobile browsers. Access Team Connect on your phone for easy management.

The Team Connect Mobile App

The Team Connect app is also available for Apple and Android devices. Find and download the app in your mobile app store by searching for "Sports Team Connect".

The mobile app will allow you to stay easily connected with your team to see your game schedules and post team photos right from the field!

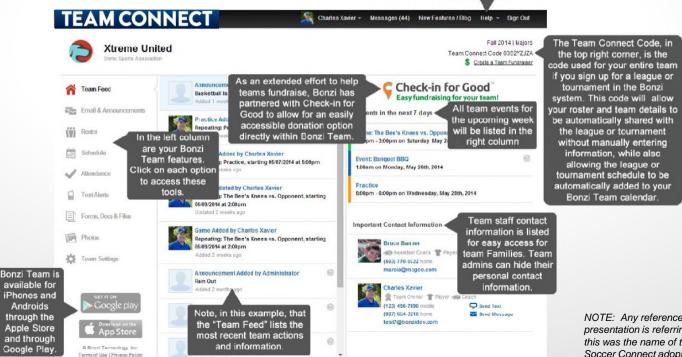
NOTE THAT THE INSTRUCTIONS IN THE FOLLOWING SLIDES ARE FOR THE WEB BASED PROGRAM AND NOT THE APP. There are currently no instructions for the app from the vendor but they are working on it. MANY OF THE APPS FEATURES ARE SIMILAR TO THE WEB BASED VERSION AND/OR ARE EASY TO LEARN THROUGH USE OF THE APP.



Getting to Know Team Connect

In the top menu there are always options for you to receive extra help.

The Bonzi Support team is available to help any team administrator,
parent, or player navigate the system.



NOTE: Any reference to Bonzi Team in this presentation is referring to Team Connect, as this was the name of the system prior to US Soccer Connect adopting it.

Team Connect Basic Functions

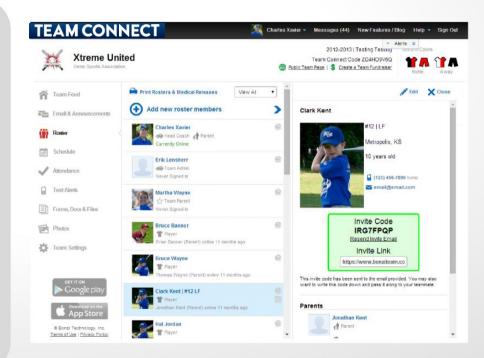
Viewing Your Team Roster

Click the "Roster" option in the left column. Your roster (unofficial, not the EPYSA approved roster), including parents, will appear in the center column.

Filter who you see in the center by using the drop down option above and to the right of your roster list (players, parents, coaches, etc).

Click on the name of a roster member to expand their profile panel. You can contact parents via their phone, text, and email information here.

The team invite code and invitation link in the green box will appear when someone has *NOT* accepted a team invitation. They are not required to accept this invitation, but it's there if needed!



Sending a Team Email

Click the "Email & Announcements" option in the left column to access the email features in Team Connect, then choose "Create new email / announcement" at the top of the center column.

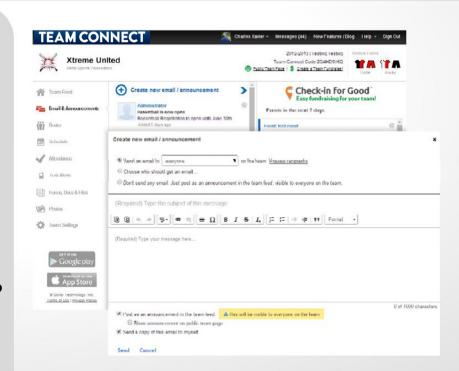
Choose who should receive the email:

- The top option allows you to pick pre-made groups
- The second allows you to pick individuals
- The third option allows you to post a internal Team Connect announcement posted only in the Team Connect system.

If you send a message, **email replies will come to your personal email inbox**. Members can also make public replies by posting comments *in* Team Connect.

Team Connect Emails can be sent to everyone, even those who have *NOT* yet accepted their team invites.

Team Connect does not have email inbox functionality, so if you send private emails make sure you send a copy to yourself for your own record. Team Connect will *not* list private emails in the announcement feed.



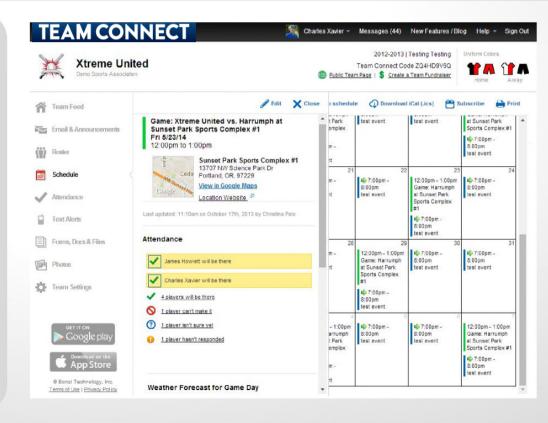
Adding to/Updating Team Schedules

Click on a date in the calendar to add a new schedule item. When you're ready, click "Add" and our system will ask if you wish to notify your team via email.

There are three types of schedule items in the Team calendar; *games*, *practices*, and *events*. When locations are added, Team Connect will provide a google map and weather report for that day.

Click on a scheduled item in your calendar to expand the Information Pane and review the item details:

- Date & Time
- Location & Google Map
- Weather Forecast
- Team Attendance
- And more!



Adding & Tracking Team Attendance

Attendance Settings

Customize your attendance tracker by choosing if you'd like to receive attendance on games, practices, and/or scheduled events for either coaches, players, and/or parents under the "Settings" option.

Marking Attendance

Parents can mark the attendance for their players only. Coaching Staff can mark attendance for everyone.

Reminders

Click on a schedule item to expand the information panel. On the panel you can send messages and reminders to attendance groups.

Attendance Reporting

Track and report on past history using the "Attendance Report" option above your attendance list. Customize the information you need based on item type, roles, and dates.

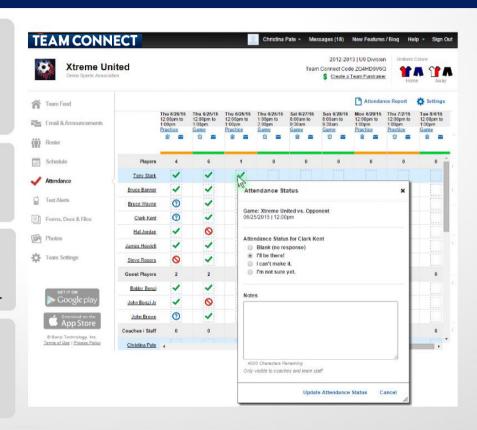
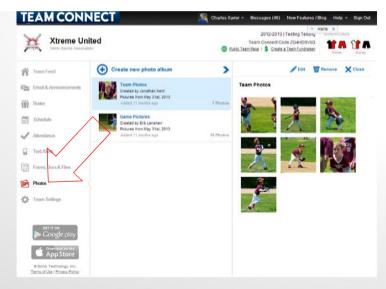


Photo Sharing

Everyone on the team can upload team photos to Team Connect to share. There is also photo editing system right inside Team Connect that will allow you to modify your photos. Click on Photos, then on a current album or create a new album then Edit to upload the picture(s) you want.



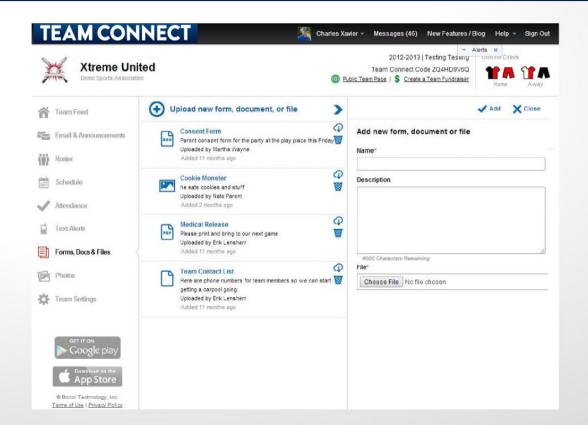


Sharing Team Documents

Have documents to share with your team? Add them to Team Connect so team members can access and download your information at their convenience.

Only Team Staff can upload documents, but everyone can easily access these files.

IMPORTANT: Attachments are not available on Team emails in order to assure that Team Connect messages are not marked as spam by email providers so everyone can easily receive email, no matter their preferred emailer. The document center is a good place to store your needed attachments.



Additional Team Connect Feature

Joining Multiple Teams

Steps to Join your Teams

Are you involved with multiple teams? You can link all of your teams to one Team Connect account. There are two ways you can do this:

Team Invitation Email

- 1. Find another team invitation in your inbox
- 2. Click the link in the email
- 3. Sign into the SAME account

Join A New Team With A Invite Code

- 1. Log into your Team Connect account
- 2. Click on your name in the top right corner
- 3. Choose the **Create or Join a New Team** option in the drop down menu
- 4. Enter in your personal team invite code (can be provided to you by a team or club admin, or by finding the code at the bottom of your team invitation)
- 5. Click **Join**



Change Teams

Navigate between multiple teams using the "MultiTeam Dashboard" that appears when you first log in, or click on your name in the top right corner of your screen to see a list of all active teams.

Navigating the MultiTeam Dashboard

MultiTeam Dashboard In's & Out's

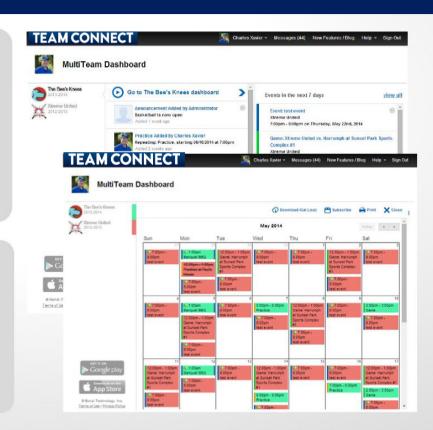
If your Team Connect account is linked with multiple teams, you will see the MultiTeam Dashboard when you first log into your account. This Dashboard gives you an overview of activity for your teams and allows you to navigate between them.

Notice your teams will be displayed on the left. Select a team to see their information, and navigate to this team's full Team Connect by clicking the **Go to "Team" Dashboard** option at the top of the center column.

MultiTeam Calendar

Notice the list of schedule items, for both teams, listed in the right column. This will allow you to see your team schedule for the upcoming week.

View a full schedule for all teams by clicking the **View All** option in the top right corner. Schedule items will be color coded so you can easily decipher which schedule items belong to which teams.



Setting Up Your Personal Profile

Click your name in the black bar at the top of the Team Connect page and choose My Settings in the pull down menu.

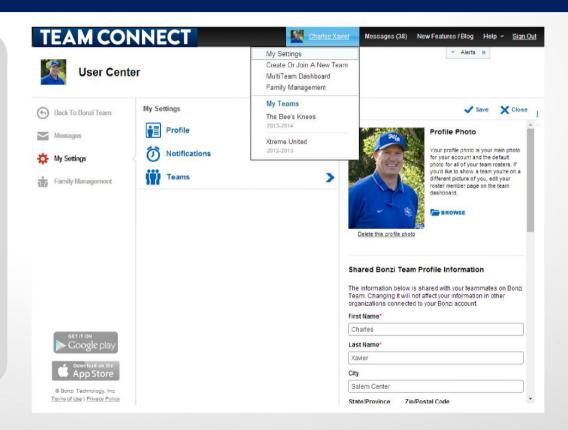
Click on Profile to change your photo, set up your mobile phone for text messaging alerts, and add other personal information.

NOTE: To receive text message alerts, don't forget to add your mobile carrier.

Click on Notifications to turn on and off text messaging and email messaging for different types of team notifications.

Click on Teams to view the teams you are currently assigned.

Click Back to Team Connect in the left column when you are done!



Updating Team Settings

Team Information

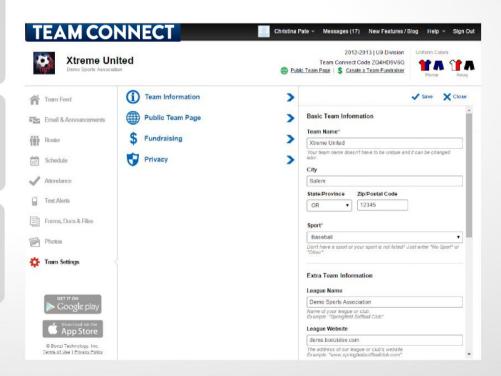
Update the team details by selecting the Team Information option. Here you can update the team name, location, sport, league, season, team logo, and team photo.

Public Team Page

Each team can customize and create their own public webpage to share with friends and family. Learn more about Public Team Pages in the following slide.

Privacy

You may choose to hide contact information for your team. This will remove all phone numbers and email addresses from the parent profiles in the roster list.



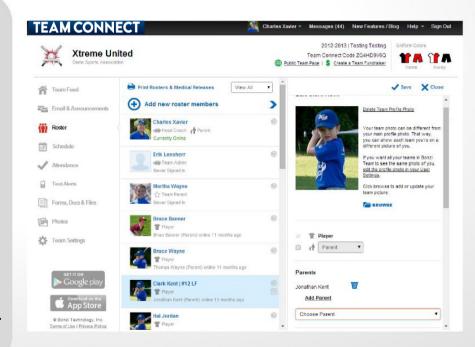
Team Staff Permissions

Team Staff includes Coaches, Assistant Coaches, Managers, other team volunteers, and Team Parents.

Team Staff have full permissions in Team Connect that include access to features that parents and players do not have, such as:

- Sending Text Messages
- Editing & reporting on Team Attendance
- Added & editing the team schedule
- · Sharing forms or documents online
- · Resending team invitation emails via the Roster
- And more!

Need a helping hand? Assign a team parent by editing a *parent* profile and selecting the "Team Parent" role. Now this parent has full permissions on Team Connect without having to register online.

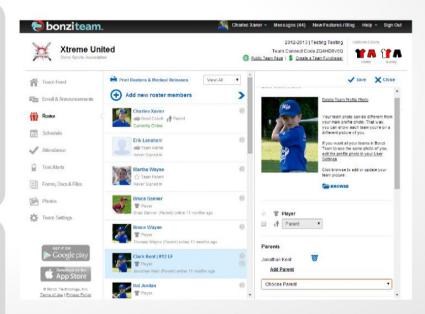


Connecting Family & Players

Add New Family Members to the Roster

Do you need to add a new family members? Click the "Add new roster members" option at the top of the center column to add another family member.

TIP: If a parent accepts the wrong invite, such as their spouse's or your child's, they may get a message asking if they meant to accept a Team Invitation for a different person.



Sending Team Text Messages

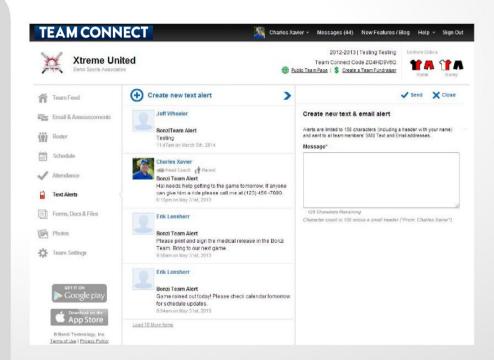
Click the "**Text Alerts**" option in the left column to send out text messages to your team.

Text message limits vary by mobile carrier, so **Text Alerts are limited to 150 characters**. This consists of a "From: Name" header that is automatically added. The longer the name on you profile, the less characters to be used in the text alert. Keep that in mind as you write your messages.

A **mobile carrier is required** in order for text alerts to be delivered to cell phones, so your roster members must include their carrier in their Team Connect account to receive these alerts.

Text Alerts are also delivered as emails and Team Connect messages to all users. **Team Connect assumes an "Alert" is important information that needs to get out quickly, so the alert will be sent through all communication routes to all team members.**

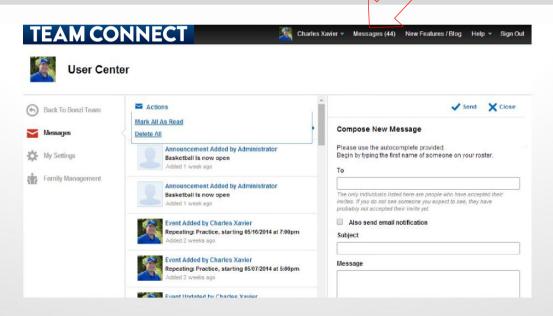
Send individual text messages to users by clicking on their member profile and choosing the "Send Message" link next to their mobile phone number. If they do not have their carrier added to their account, this option will not appear.



Messaging Within Team Connect

Team Connect includes a internal messaging system where you can email members of your team that have *accepted* their Team Connect invitations

Send messages and review communication with your team.



Connecting Your Calendar

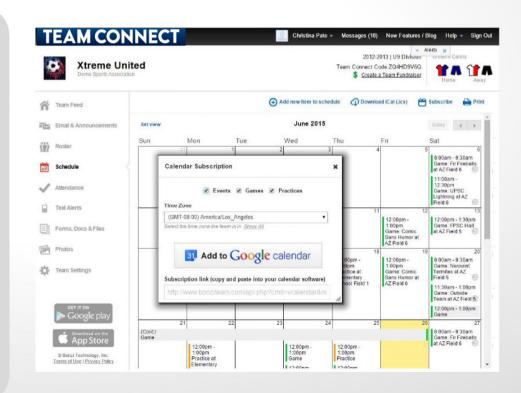
The team schedule is one of the most important features in Team Connect, as everyone needs to know where and when they're playing! Get connected to your team schedule by using the available tools in Team Connect!

Download your calendar so you can upload it into other programs.

Easily **subscribe** to your calendar by automatically syncing it with Google Calendar, or copying the provided "subscription link" and adding it to your desired device.

Or simply **print** the calendar and hang it on your fridge at home!

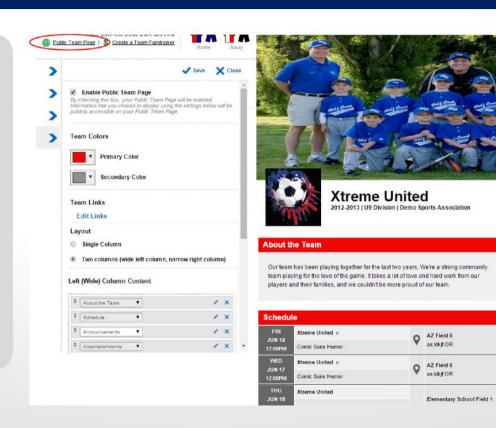
Don't forget that you can turn on notifications, email or text messages, for all schedule changes! You also have access to these tools on the MultiTeam Calendar in order to sync all of your team calendars at one time!



Activating Your Public Team Page

Public Team Pages are customized team webpages displaying your unique team information. Choose your team colors, webpage layout, social media links, webpage content and more!

To preview your Public Team Page, and to find the direct webpage address (URL) to your page, click the Public Team Page link at the top of your screen. If you do not see the link immediately after enabling your Public Team Page, refresh your browser and it should appear.



OF

Position

Manager

Assistant

Coach

Head Coach

Position

Forward

Forward

Contractor

Coaches & Staff

BJ Quimba

Charles Xavier

Erik Lensherr

Bruce Banner

Bruce Wayne

Clark Kent

tiet tenden

Roster