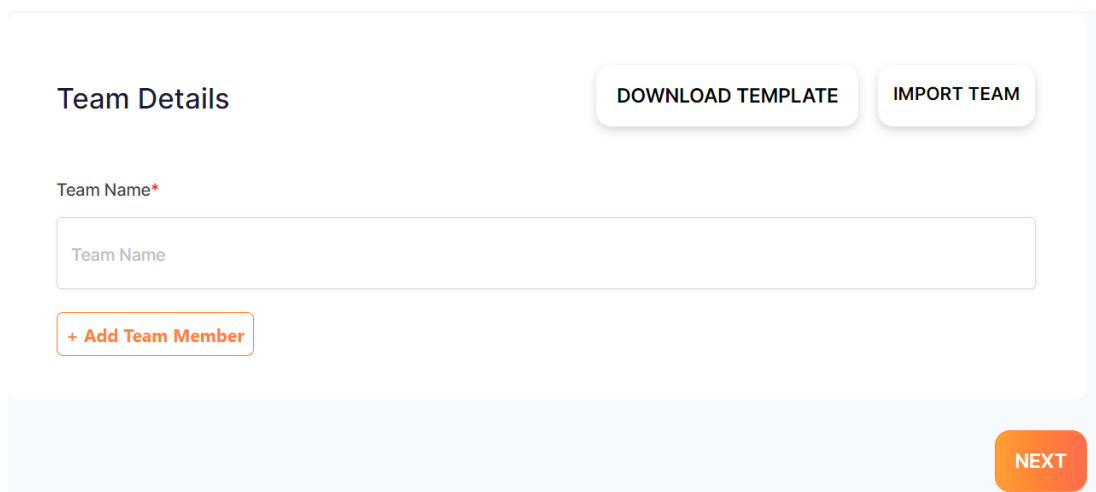


## ADDING TEAM MEMBERS DURING REGISTRATION

The person who has registered a team through team registration is able to add team members to the team.

This can be done either during the process of registering the team by adding team members at the end of registration or through the App.

During registration, once you have entered in your personal details and emergency contact, the system will ask to add the team name and team members.



The screenshot shows a 'Team Details' form. At the top right, there are two buttons: 'DOWNLOAD TEMPLATE' and 'IMPORT TEAM'. Below the title, there is a 'Team Name\*' label and a text input field containing 'Team Name'. Underneath the input field is a button labeled '+ Add Team Member'. At the bottom right of the form area is a large orange 'NEXT' button.

You can either download the template and import the players into the team or you can enter the team's name and click add team member.

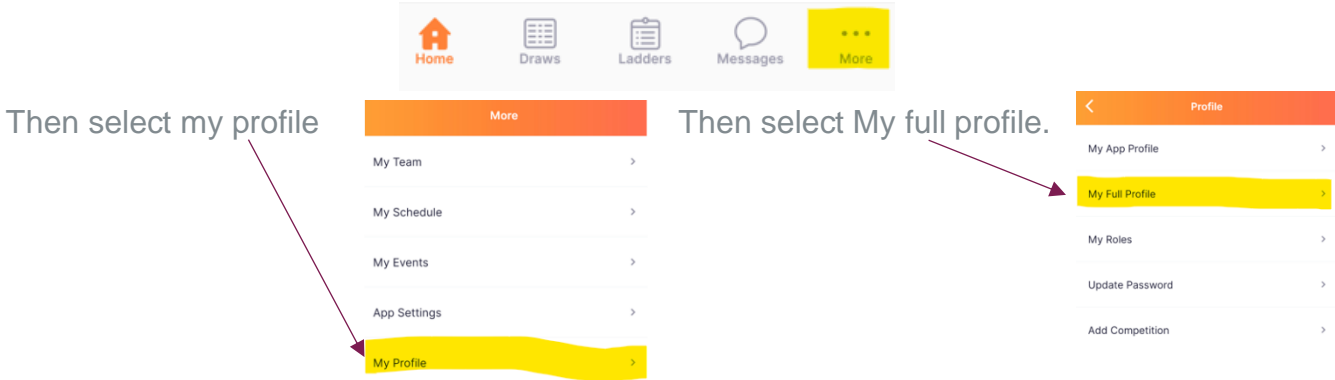
Select the membership type and then enter each team members First Name, Last Name, Mobile number and email address. Once the registration of the team is complete and submitted, each member added will receive an email with a link to register through.

If at the time of registration, you don't know all or any of the team members you can add them later through your Netball connect app.

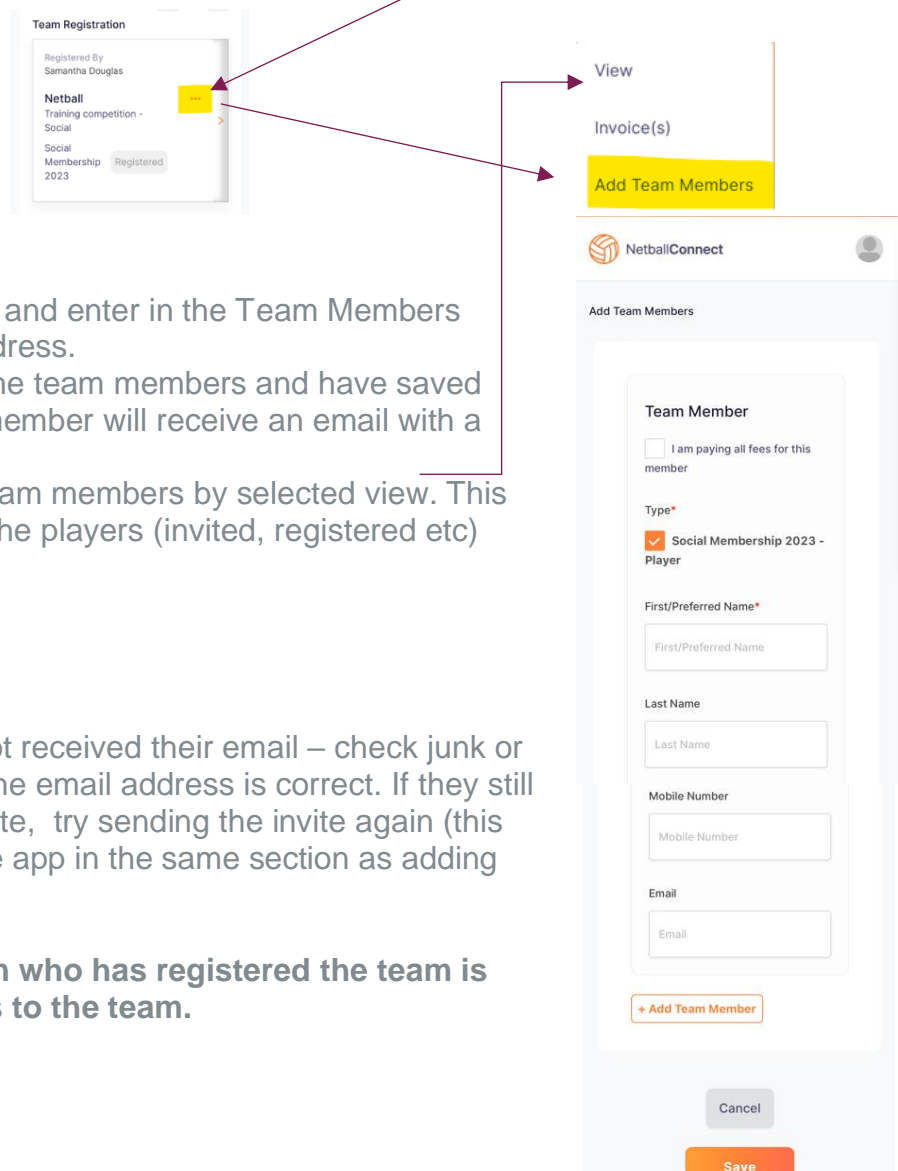
## ADDING TEAM MEMBERS USING THE APP

The person who registered the team will now be able to add team members to the team via the app.

Click on the three dots More at the bottom right-hand side of the home page.



Scroll down until you see the team registration and select the three dots then select add team members.



Select the Membership type and enter in the Team Members Name, Mobile and email address.

Once you have completed the team members and have saved and submitted, each team member will receive an email with a link to register with.

You can view your invited team members by selected view. This will also show the status of the players (invited, registered etc)

### Troubleshooting.

- Team members have not received their email – check junk or spam mail. Check that the email address is correct. If they still haven't received the invite, try sending the invite again (this can be done through the app in the same section as adding team members).

**Reminder: Only the person who has registered the team is able to add team members to the team.**