

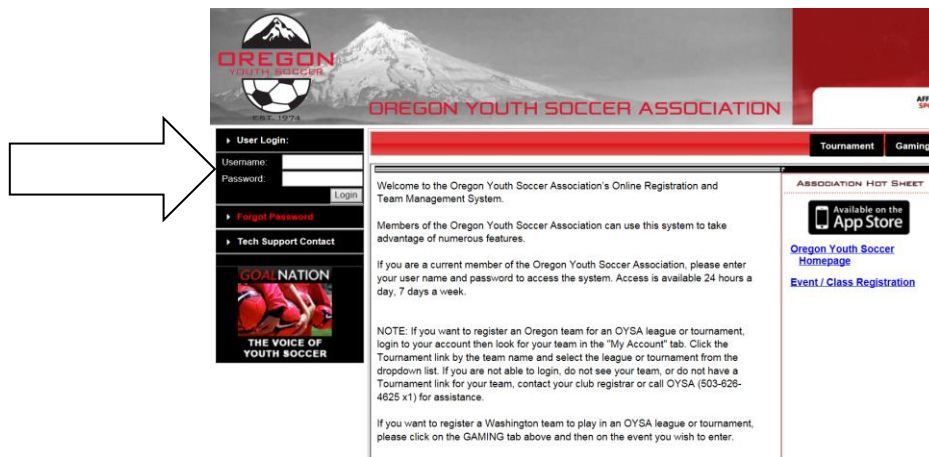
Match Roster Printing/Game Scoring/Entering Player Jersey Numbers/Club Pass Players

We have updated the look and feel of the My Account page which will change how you print you do some of your league duties. Please see below updates.

Match Roster Printing

Log onto the Affinity site: <http://oysa.affinitysoccer.com/>

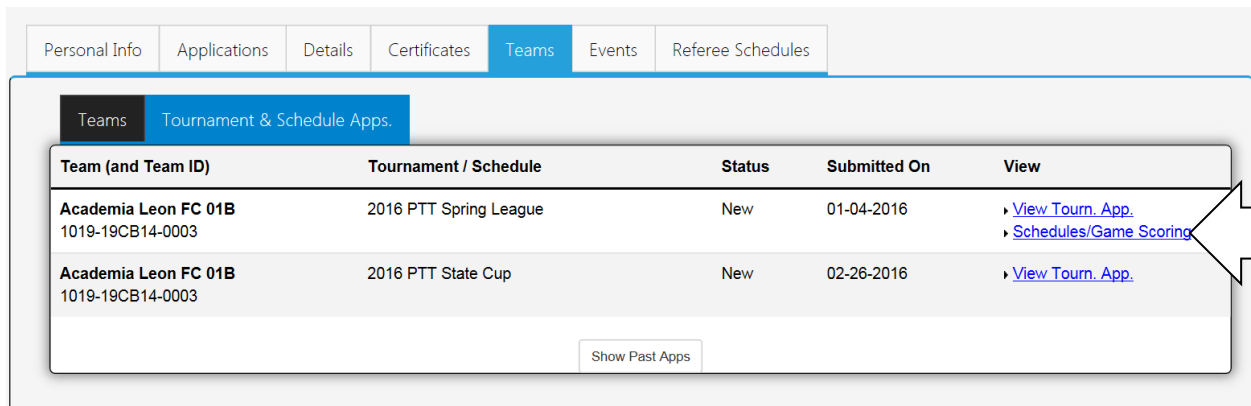
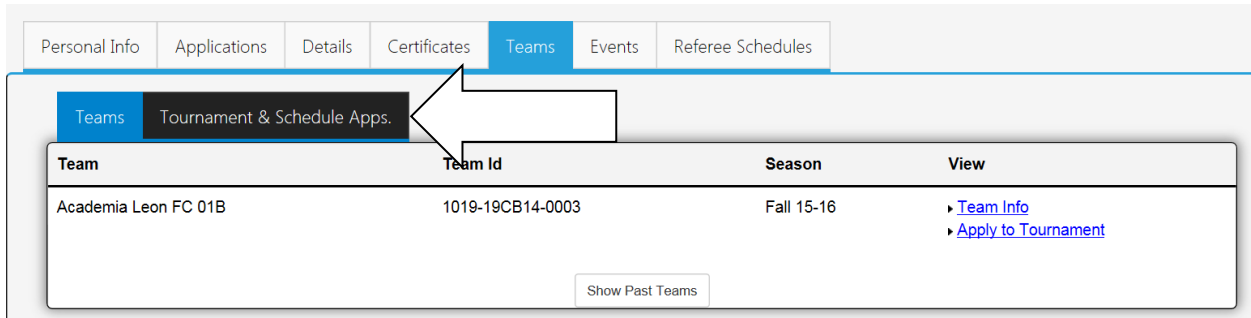
Enter your user name and password in the upper left corner. If you don't have a user name and password or can't remember it, please contact your club registrar or the OYSA registrar. They can look up your user name and reset your password.



Once logged in click on the MY ACCOUNT. Here is your new look and feel! This will pull up your profile with all your family members and team information with which you and your listed family members are associated. Scroll down to the bottom half of this page and click on Teams (See Arrow below)

Personal Info	Applications	Details	Certificates	Teams	Events	Referee Schedules
First Name:	<input type="text"/>					
Alias (Nickname):	<input type="text"/>					
Middle Initial:	<input type="text" value="A"/>					
Last Name:	<input type="text"/>					
Suffix:	<input type="text" value="--Select Suffix--"/>					
Relationship:	<input type="text" value="Father"/>					
Gender:	<input type="text" value="Male"/>					
Birthdate:	<input type="text"/> <input type="text"/> <input type="text"/>					
Address 1:	<input type="text"/>					
Address 2:	<input type="text"/>					
City:	<input type="text"/>					
State:	<input type="text" value="OR"/>		Zip Code:	<input type="text"/>		
Home Phone:	<input type="text"/>		Work Phone:	<input type="text"/>		
Cell Phone:	<input type="text"/>					
Email Address:	<input type="text"/>					
<input type="button" value="Update"/>						

Then click on the Tournament & Schedule Apps tab and then the Schedules/Game Scoring tab.



Each game has a specific roster that includes both the home team and the visiting team. The Print Roster button will appear 3 days before the game date. Click on the PRINT ROSTER button to print. Referees have been instructed to only accept rosters printed from Affinity.



Players who are suspended for a match will have a red **R** on the line with their name and be crossed out. Please keep in mind that if you have more than one game on a weekend, disciplinary issues are not updated until the following week. If a coach or a player receives a red card during the first weekend game, the roster for the next game(s) will not reflect the game (or games) suspension, even if the roster for the next game(s) is printed just before the second match.

Participation by an ineligible player or coach will result in a forfeit of that game, there may be additional penalties for a player or coach who participates when they know that they are suspended. Coaches are responsible for tracking player eligibility.

Game Scoring

After your match has been played, go to the same Schedules/Game Scoring link as used to print the roster, and then click on the box in the Score column for the game.

Bracket - Sunday, March 13, 2016

Game#	Group	Home Team	Score	Score	Away Team	Referee Performance
92909	A1 vs A2	Academia Leon FC 01B			Corvallis SC 01B	Rate

A new Game Stats window will open.

Enter your score for the match for both the home team and visting team in the Game Stats window as shown above. You are not required to enter who scored the goals as the league does not maintain goal scoring statistics. DO NOT enter any cautions or ejections as those will be entered by the league administrators from referee reports. Click on the Save Stats & Comment in the middle at the bottom. Only a rostered adult member of the team with an Affinity login can access the Stats Update to enter scores. If you incorrectly post a score, contact...

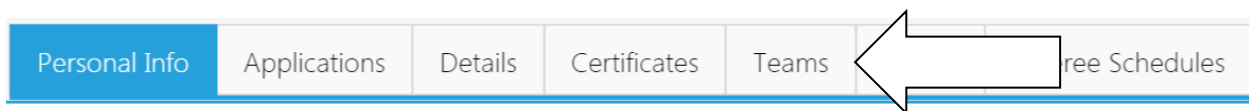
OYSA at 503-626-4625 X1

Please remember that it is extremely important that all scores are entered into the system by BOTH teams after your games. As you enter your scores the standings will be updated in the system. When scores aren't entered the same by both teams you will see a red "(CS)" which means the game has a conflicting score entered. We then look at the referee report and enter the referee's reported score as the official score. If scores aren't entered by Tuesday noon we will enter the score using the referee's reported final score.

Entering Player Jersey Numbers

Please make sure that all player jersey numbers have been entered **prior** to printing your rosters. You only need to do it once if you do it here! Follow the below instructions on how to enter your players jersey numbers.

Login to your Affinity account, click on the My Account tab, and then click on the Teams tab.



To the right of your teams information, you will see a link called Team Info. Please click on that link.

1223-01CB17-0080	Fall 16-17	▶ Team Info ▶ Apply to Tournament
1223-01CB17-0079	Fall 16-17	▶ Team Info ▶ Apply to Tournament
1223-01CB17-0081	Fall 16-17	▶ Team Info ▶ Apply to Tournament

Click on the Team Roster tab on the top bar. Then click on the Edit Player Team Info button at the bottom, under the listing of players. This will let you enter your entire team's jersey numbers at one time. You only need to enter the Home Jrs#. Save changes when done.



18 players

Email Selected	SMS Selected	Print Assignment Codes	Create Tournament Roster
Save Application Changes	Edit Player Team Info	Print ID Card	Print Concussion Receipt
Print Team Roster	Print Team Payments	Print Uniform Report	Print Team Roster/Email
Print ID Card PDF	Print NonUSYSA Pass Fr	Print NonUSYSA Pass Bk	Player Application Forms

Edit Player Jersey Numbers

Home Jrs#	Away Jrs#	Position

Adding a Club Pass Player

Adding a Club Pass player to your roster means adding a player that is age legal and a player from within your club to your match roster(s). This feature allows a team to borrow a player for one match or several matches without taking them off of their initial roster. Each club handles Club Pass players differently. If you have any questions if your club allows the Club Pass feature to be used, please contact your club Registrar or DOC.

To borrow a Club Pass player, you will also need to have their Member Pass (players card) at the match that they will be playing in.

To Club Pass a player. Login to the system. Go to the My Account tab. To to the Teams – Tournament & Schedule Apps – View Tourn. App.

Personal Info	Applications	Details	Certificates	Teams	Schedules
	Teams	Tournament & Schedule Apps.			
Team (and Team ID)	Tournament / Schedule	Status	Submitted On	View	
XXXXXXXXXX	2016 PTT Fall League	New	08-01-2016	View Tourn. App. Schedules/Game Sc...	

Go to the Player Roster tab and click on the Add Club Pass Player at the bottom of the screen.

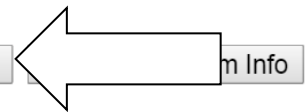
Team Info	Contacts	Player Roster	Comments	Review
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Print Page

Set Active Players

Add Player

Add Club Pass Player



m Info

Add Club Pass Player to Roster

Player must be on another active team in the correct season from the same league or club and age appropriate for this team – League Portland

Search By

Last name, First Name ▼

Search For: *

Search

You will be asked to give a name to search for. Enter the players last name, first name and click on the Search button. You will see the player show up. Click on Add to Roster. You will now see the player listed on your roster with a CP next to their name.