

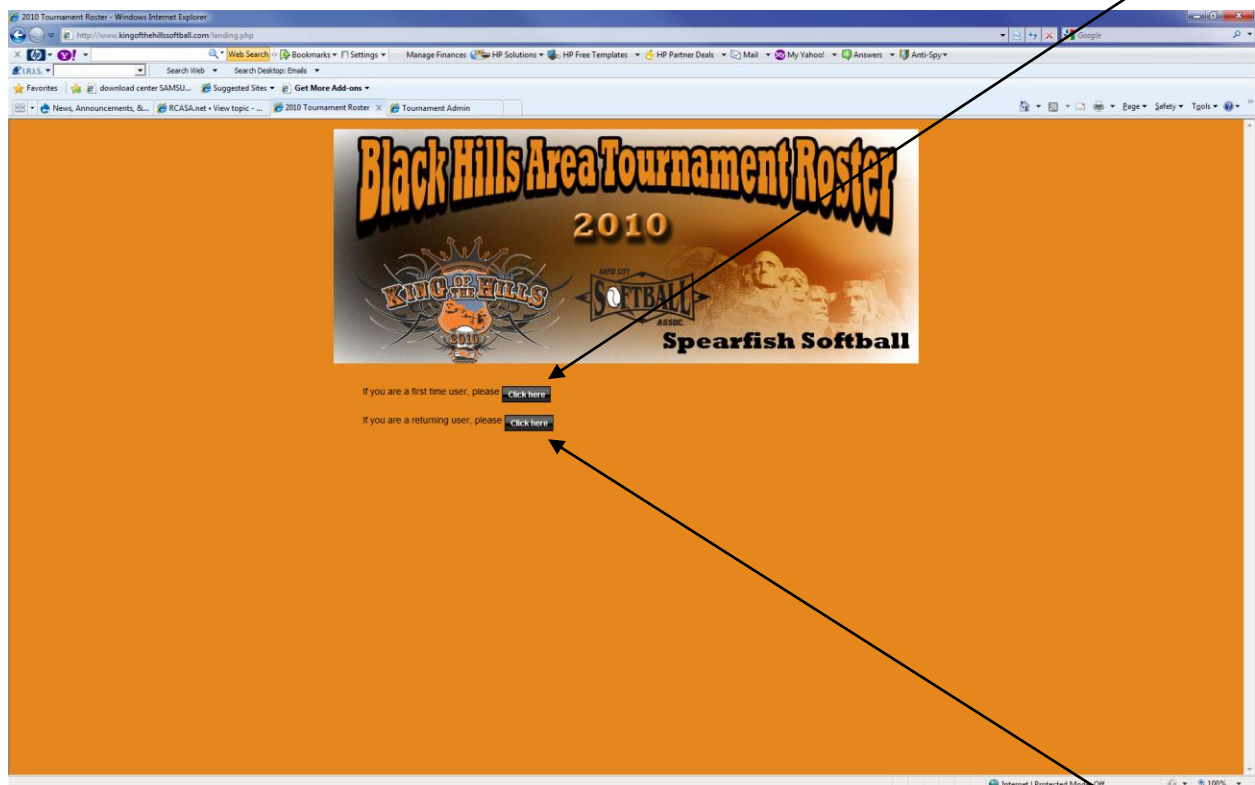
Online Roster Instructions

The online roster was created to help you register your team tournaments for Rapid City & Spearfish. This online roster can be used for all Black Hills tournaments except State. You will still need to fill out the paper roster and send it to the perspective state tournament directors.

The online Roster can be used for all Black Hills Area Tournaments!

How this works is you will go through and complete your roster with the Manager & second contact information. All the fields are required. This is used if for any reason the tournament director needs to contact you. Once you have a roster on file you do not need to enter another roster for enter different tournaments. All you need to do it log back in and change any information you need to and then register for the tournament.

First time user is only intended if you have never submitted a roaster before for any tournament.



If you have already submitted a online roster Use the returning user to take you to the login page.

If you are a returning user go to Page 9.

First time users please continue –

FIRST TIME USER

Once you clicked on first time user you will see the following screen.

2010 Tournament Roster

Home Login

Team Name:

Username*:

Password*:

With your username and password, you will be able to edit or change your team's roster information up until the week of the tournament. At that point, your roster will be locked, and the ability to change it will be disabled. Your login information is used solely for the current roster. If your team enters multiple tournaments, a new username must be created for each. All players must have identification on them at the fields to prove their identity.

Manager Information:

First Name: Last Name:

Address: City: State: Zip:

Email: Phone: Alt. Phone:

Second Contact:

First Name: Last Name:

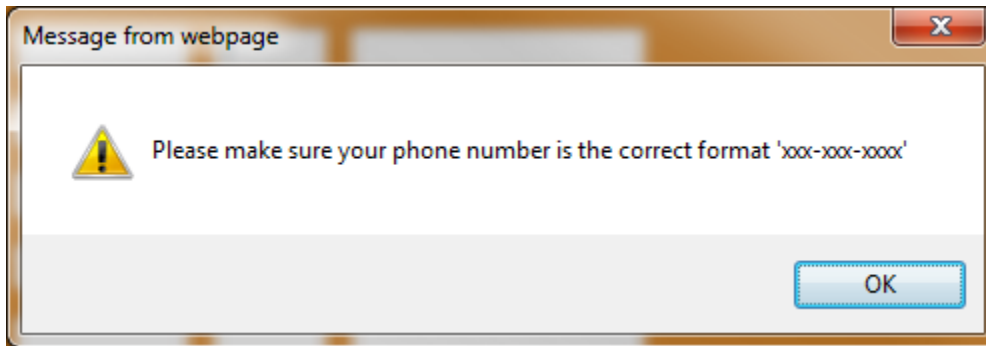
Address: City: State: Zip:

Email: Phone: Alt. Phone:

All fields marked with a * are required fields and must be filled out. The Managers Information and Second contact require all fields to be filled out. The reason for the required fields is if the tournament director needs to contact your team for any reason he has the information to do it with.

Before the roster can be submitted the disclaimer must be checked. **The Manger is held responsible to let the players know that they have checked this release of Reliability. If you do not agree with this do not fill the online roster out.**

If you see the following error.

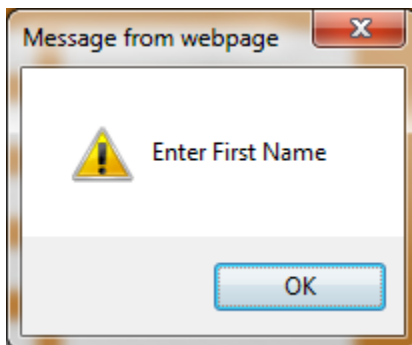


Make sure that your all phone numbers have been entered as 123-456-7890 **not 1234567890.**

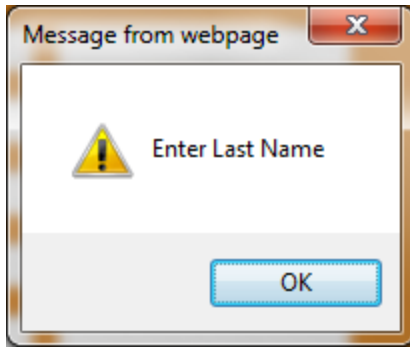
You will also see this error if you forgot to enter a ph#. If you do not know the players phone number please put your ph# in the field.

Another reason you can see this error is if you have the – (dash) in the wrong place like 123-45-67890. It needs to be 3 digits – 3 digits – 4 digits.

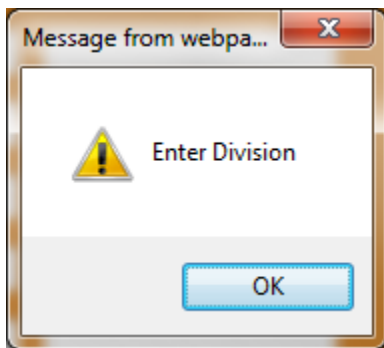
If you see this error:



You have not completed one of the contacts or do not have at least 10 players listed.



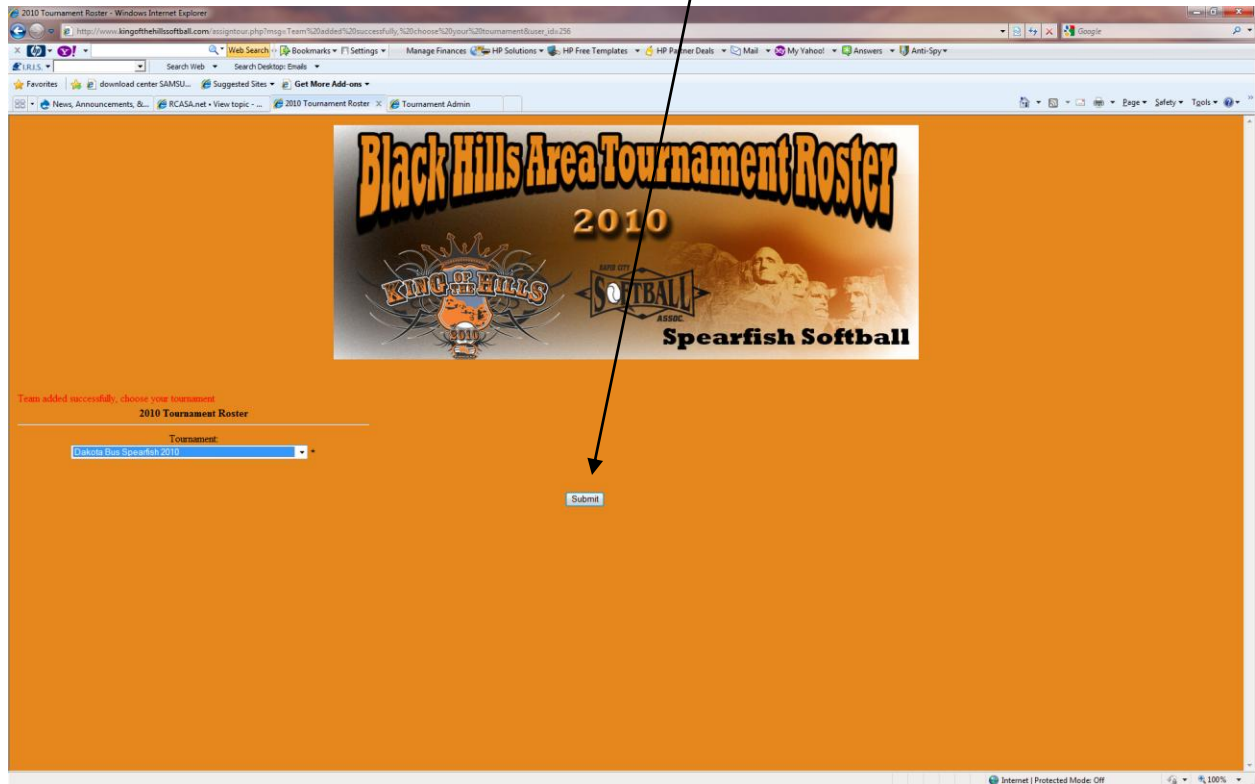
Once again you missed one of the fields or have not completed at least 10 players.



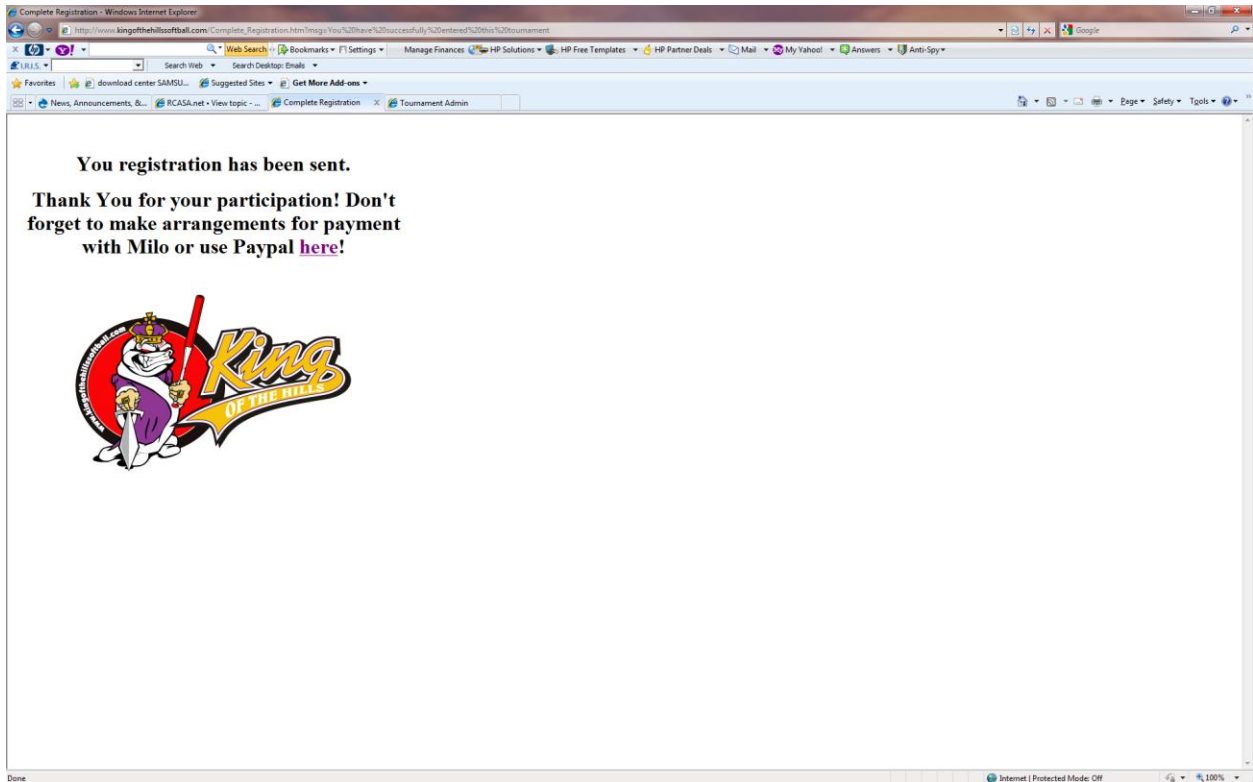
You have missed one or more division fields for the players

Complete Roster will look like the following

Once you have selected the tournament click Submit.



Once you click submit you will be taken to a confirmation screen.



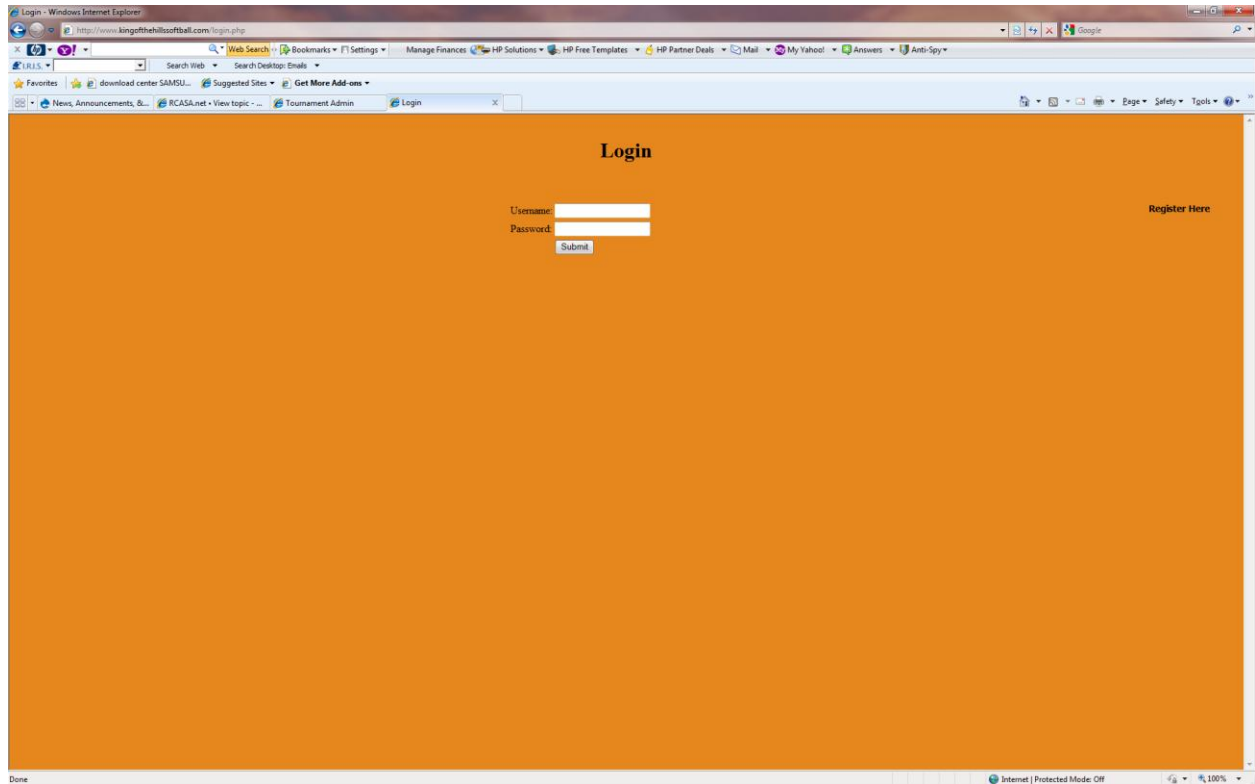
Currently the only tournament set up to take PayPal is the King of the Hills. For all other tournaments please make arrangements with Milo for payments.

You will also receive an email confirmation stating you login information. The Tournament Director will receive an email stating you have registered for the tournament.

If you have any questions contact Milo at milo@kingofthehillssoftball.com

Returning Users:

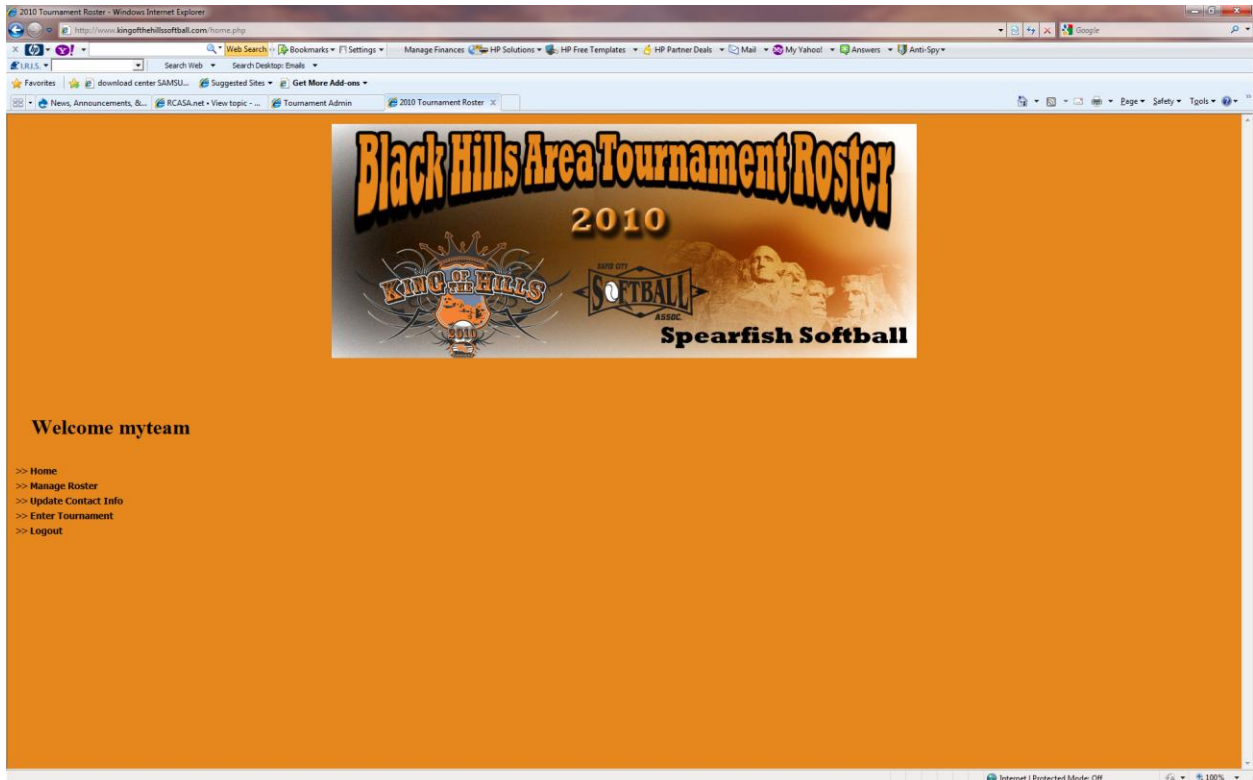
Once you click on the button you will see the following screen



Please log in with your username and password you setup.

If you do not remember your login information please email registration@kingofthehillsoftball.com

Once you have logged in you will see a menu of function that can be done.



Home – Will take you back to this page

Manage Roster - Allows you to see the details of your roster or allow you to edit your roster

Update Contact Info – Allows you to change your Username, Password, Team Name, Managers Name & Second Contact information

Enter Tournament – This is where you will enter the tournaments you wish to enter.

Log out – Logs you out of the Online Roster

Manage Roster

2010 Tournament Roster - Windows Internet Explorer

http://www.kingofthehillsoftball.com/manageteam.php

Web Search | Bookmarks | F1 Settings | Manage Finances | HP Solutions | HP Free Templates | HP Partner Deals | Mail | My Yahoo! | Answers | Anti-Spy

Search Web | Search Desktop: Emails

Favorites | download center SAMSU... | Suggested Sites | Get More Add-ons

News, Announcements, &... | RCASA.net - View topic... | Tournament Admin | 2010 Tournament Roster

Black Hills Area Tournament Roster 2010

KING OF THE HILLS | RAPID CITY SOFTBALL ASSOC. | Spearfish Softball

Home | Logout

Manage Team

Team Name	Tournament Name	Action	
myteam	Dakota Bus Spearfish 2010	Details	Edit

[Back](#)

Done | Internet | Protected Mode: Off | 100%

Update Contact Info

2010 Tournament Roster - Windows Internet Explorer

http://www.kingofthehillsoftball.com/sofballact.php

Web Search | Bookmarks | F1 Settings | Manage Finances | HP Solutions | HP Free Templates | HP Partner Deals | Mail | My Yahoo! | Answers | Anti-Spy

Search Web | Search Desktop: Emails

Favorites | download center SAMSU... | Suggested Sites | Get More Add-ons

News, Announcements, &... | RCASA.net - View topic... | Tournament Admin | 2010 Tournament Roster

Black Hills Area Tournament Roster 2010

KING OF THE HILLS | RAPID CITY SOFTBALL ASSOC. | Spearfish Softball

Home | Logout

2010 Tournament Roster

Username*
 Password*
 Teamname*

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Manager Information:

First Name: Last Name:
 Address: City: State: Zip:
 Email: Phone: Alt. Phone:

Second Contact:

First Name: Last Name:
 Address: City: State: Zip:
 Email: Phone: Alt. Phone:

[Update](#) [Back](#)

Done | Internet | Protected Mode: Off | 100%

Enter Tournament

