

How to Add a New Player to Your Roster:

1. Log in to your TeamSideline account through our main desktop site here in a browser:
<https://www.teamsideline.com/sites/Corvallis/home>
 - a. Use the "forgot password" function to reset your password if needed.
2. Click your name in the upper left corner to go to your profile.
3. In your User Site Map, under Manage Rosters, select your team.
4. Click the "add to roster" button to add players.

Video: <https://www.loom.com/share/9e19ac431cf84b29ab7a8649ae1c59d5?sid=29081fb2-808e-4d2f-a43f-a0ab9ad1532a>

Navigating to Manage Rosters from TeamSite to add a new player:

On the page where you see the *add to roster* button disabled. You want to select *Organizations* → *Corvallis Parks & Recreation*. This should open our website. On this page select *My Account* from under your name in the upper left corner → Select *your team* under *Manage Rosters*.

How to Copy a Player from an Old Team Roster to a New One:

1. Log in to your TeamSideline account through our main site here:
<https://www.teamsideline.com/sites/Corvallis/home>
2. Click your name in the upper left corner to go to your profile.
3. In your User Site Map, under Manage Rosters, select your NEW team.
4. Click the "copy roster" button to add players from your OLD team roster.
5. Select your old team from the drop down.
6. Select which players you want to add to your NEW team roster.
7. Click "copy".
8. Players will receive a roster invite via email to enroll onto your NEW team.

How To View Other Team's Managers and Coaches:

1. Log in to your TeamSideline account through our main site here:
<https://www.teamsideline.com/sites/Corvallis/home>
2. Click your name in the upper left corner to go to your profile.
3. In your User Site Map, under Team Information, select your team.
4. View division contact information.

Video: <https://www.loom.com/share/562aa78cbbc643389511c22c9137c976?sid=5bf406de-4142-47f7-8be0-2504b44fdcdc>



How to view the Free Agents List:

1. Log in to your TeamSideline account through our main desktop site here in a browser:
<https://www.teamsideline.com/sites/Corvallis/home>
 - a. Use the "forgot password" function to reset your password if needed.
2. Click your name in the upper left corner to go to your profile.
3. In your User Site Map, under User Pages, select Free Agents List.