

TEAM INFO SHEET UPLOAD INSTRUCTIONS

To upload the **Team Info Sheet** document into each individual team account in GotSoccer:

1. Log in to the Individual **Team Account** in GotSoccer
2. Click on the current WDDOA registration event “WDDOA 2018-2019 Team/Player Registration (roster/cards)”
3. On the next screen, there will be a series of “tabs” just above the title “WDDOA 2018-2019 Team/Player Registration (roster/cards)” – CLICK on the tab that says “Documents”
4. On the Documents screen there will be a box titled “Team Document Upload” – in this box, click on the “Browse” button and locate/select the file from your computer – then CLICK “Upload File”