

Team Managers Website Manual

The SportsEngine website is a content management system, designed to help managers communicate and share information with their team. As a manager, you can decide what tools you would like to use and how much information you want to share with your team.

The Sportsengine Website can also offer additional support. Listed below are a few links that will be good resources for coaches and team managers:

Team Management Overview: http://community.sportngin.com/news_article/show/536876

Team Management Walkthrough: http://community.sportngin.com/news_article/show/540266

SportsEngine Help Center: <http://help.sportsengine.com/>

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Adding Content



Your webmaster has already created your Team Home Page, it is now up to you to begin adding content. Page Elements are the building blocks you use to build your Team page. Add a Text Block, Links, Maps, Photos and more. A short description of the Page Elements will be listed and visible for each Element. If you have any questions, please see the Page Element help article at:

<http://help.sportsengine.com/customer/portal/topics/300890-page-elements/articles>

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Adding News Articles and Events

News Aggregator



- Add Article
- Edit
- Delete

News Articles

Add news about a big win, upcoming team party, or important parent meeting. News articles are a great way to enhance your webpage. When you add an article for our team page, it is displayed in an “Aggregator”, always displaying the newest story first. If the New Aggregator is already displaying, simply click on Add Article to create recent team news. If you want to include a photo with your article, consider adding a News Slideshow Page Element to your page to enhance the presentation.

Events

Nothing should be added to the calendar that is located on the Team page. **If you are needing items added please contact our Ice Scheduler at: Ice@bulldoghockey.org. *One exception* to this rule is when a team is in a tournament. The Ice Scheduler will block that tournament for the weekend and add the first day of play. Depending on the outcome of the first game, you can add to the calendar what time you play on the next day for that tournament.**

The screenshot shows the website's navigation bar with links for HOME, ROSTER, GAME SCHEDULE, PLAYER STATS, TEAM STATS, PHOTOS, VIDEOS, POSTS, ADMIN, and MANAGE TEAM. The MANAGE TEAM link is circled in red. On the left sidebar, the Schedule link is also circled in red. The main content area is titled 'Schedule' and includes tabs for Events, Calendar, and RSVPs. Below the tabs, there is a navigation bar for the calendar showing 'October 2016' and 'All Events'. Action buttons include '+ New Event', '+ New Game' (circled in red), '+ Invite', and 'Delete'. A table with the header 'EVENT' and several empty rows is visible below the buttons.

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Managing Team Statistics

Every team coordinator is in charge of setting their team and player statistics for the season. Once statistics preferences are set, you will be able to enter and manage stats as you update your game schedule.

1. Go to your Team page, click on **Game Schedule**
2. Log in to your account and switch on *Edit* mode.
3. Click on the game date you need to enter stats for.
4. Change the **Game Status** to Final.
5. Click on **Edit Stats**.



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HOME ROSTER GAME SCHEDULE PLAYER STATS TEAM STATS PHOTOS VIDEOS POSTS ADMIN | MANAGE TEAM

Add Game

DECEMBER	SUN 2 WIN	SUN 9 3:45p	SAT 15 LOSS	SUN 16 WIN	SAT 22 LOSS	SUN 30 LOSS	JANUARY	SAT 5 WIN	SAT 26 LOSS	FEBRUARY	SAT 2 TIE	FRI 8 WIN	SUN 10 3:45p	FRI 15 LOSS	SAT 16 TIE	SUN 17 LOSS	FRI 22 WIN	SUN 24 LOSS	MON 25 LOSS
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GAME STATUS

SCHEDULED IN PROGRESS **FINAL**

Game is complete. Final score and statistics are displayed.

Score this game live on your iPad.

Available on the App Store

NEW



SCORE LIVE

This game has been scored using "Edit Stats" and may no longer be scored using SportsEngine Live.

QUICK SCORE

This game has stats and can no longer be quick scored.

EDIT STATS

This game has stats and can no longer be quick scored. You must enter team and player stats in tabular format.

6. Enter in your **Score By Period**.
7. Scroll to the Bulldog **Skater Stats** section and enter your GP (Games Played), G (Goals), A (Assists). Enter in your Bulldog **Goalie Stats**: GP (Games Played), MIN (Minutes), W (Wins), L (Losses), T (Ties), SOG (Shots of Goal), GA (Goals Against), GAA (Goals Against Average), SV% (Save Percentage). NOTE: please have the conversation with the coach as to what stats they would like tracked. The above are stats that have been shown in the past.
 - a. **IF** you do not have these stats to choose from, you can add them by clicking on Admin>Tool Settings.

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HOME ROSTER GAME SCHEDULE PLAYER STATS TEAM STATS PHOTOS VIDEOS POSTS **ADMIN** MANAGE TEAM

- b. Scroll to the **Statistics** section. Check the boxes in front of the stats you wanted want to include. Uncheck any stats you do not want.
 - c. Save your changes.
 - d. Go back to the game you need to enter stats for and click on **Edit Stats**.
8. Save Stats. Your stats should now show up under **Player Stats**.

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Restricting Views To Stats

Team stats can be set to Inherit, Disabled, or Private.

- 🐾 Sections that are set to **Inherit** will follow the settings of the Team page.
- 🐾 Sections that are set to **Private** means that only people rostered on the page can view it.
- 🐾 Sections that are set to **Disabled** means that they are not viewable at all.

1. Go to your Team page.
2. Log in to your account and switch to *Edit* mode.
3. Click on Admin>Tool Options



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HOME ROSTER GAME SCHEDULE PLAYER STATS TEAM STATS PHOTOS VIDEOS POSTS ADMIN MANAGE TEAM

4. Scroll to the **Statistics** section, select the status from the **Status** drop-down list for your stats.

STATISTICS

Save changes

Status: **Inherit** ▼
Status will inherit from the [Team](#) page.

SportsEngine Scoring: How would you like users to score games?
(Affects Entire Season)

- SportsEngine Live
- Tabular entry
- Quick Scoring
- Allow stats to be "unlinked" from SportsEngine Live games.
If checked, stats may be edited in tabular format once a game has been submitted as FINAL.
- Enable game sheet game summary text.
Enable automated game summary text on live game sheet.

5. Click **Save Changes**.

To make any of the disabled tools viewable for select individuals, you will need to create a widget to display the specific data you would like. You can display widgets on a public or private page.

Scenario – You would like to keep the Team Stats disabled, but have them viewable to individuals.

1. Disable the Statistics status.
2. Create a general subpage (<http://help.sportsengine.com/customer/portal/articles/619359>) below on the Team page called Statistics.
3. Click the **Permissions** tab on the page to make it *Private*.
(<http://help.sportsengine.com/customer/portal/articles/1586102>)
4. Assign a group or specific individuals with "viewing" permission for the page.
5. Create a **Stat Widget** to display on this private page.
(<http://help.sportsengine.com/customer/portal/articles/619510>)