

Welcome to the TRYathlon Tournament™

The tournament will be tracked using TeamSide’s Lifespark platform. Use the TeamSideline Teams app or the website to view game schedules, create and edit your team’s roster, and locate TRYathlon Resources.

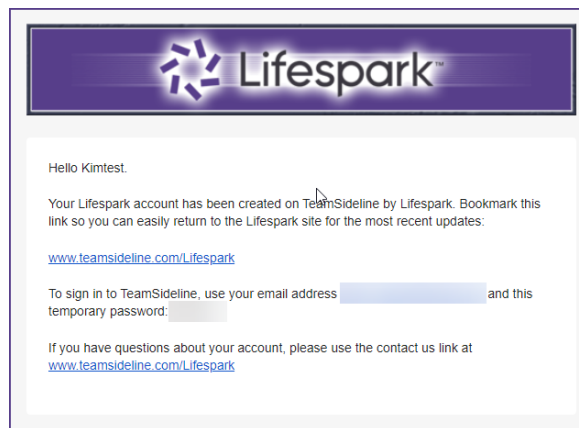
URL: www.teamsideline.com/Lifespark

Questions? Contact the Tournament Director

Roster Management

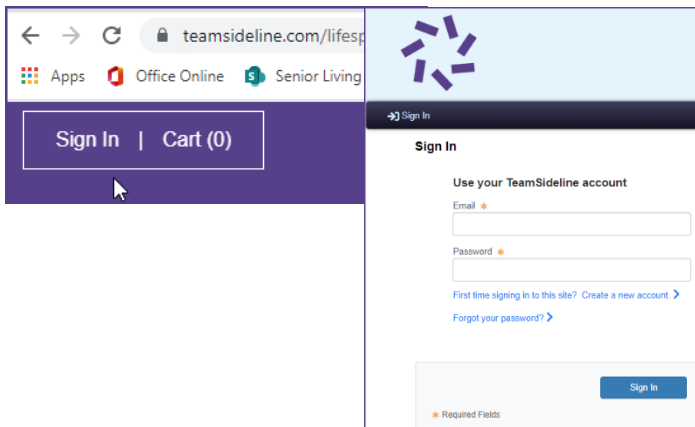
The Tournament Director will register each Trailblazer team. Once the staff or volunteer is registered, an email will be sent with the sign-in email and password information.

Sample Email



To log in, go to www.teamsideline.com/Lifespark.com and click on **Sign In** in upper corner and enter your username and password.

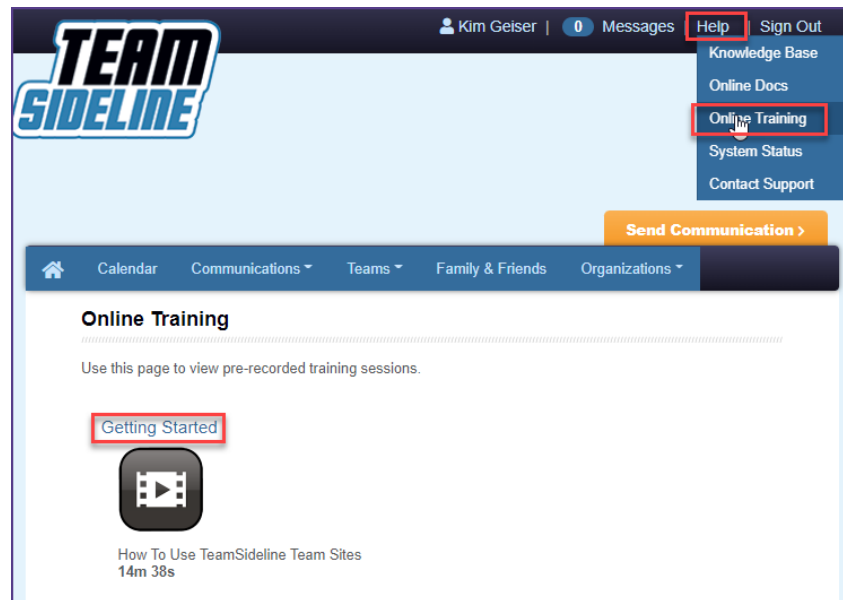
Create a new password once you have an account.



TeamSideline has a video introduction to managing your team site.

How to Use TeamSideline Team Sites getting started video.

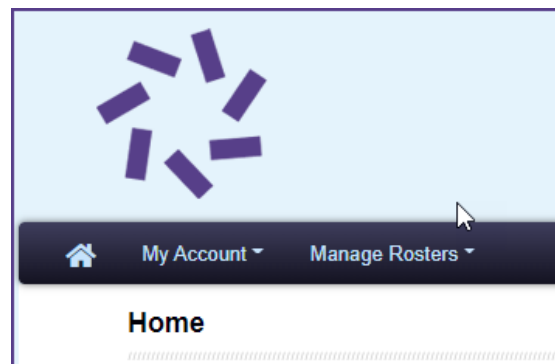
To access the video click on Help > Online Training



Important components:

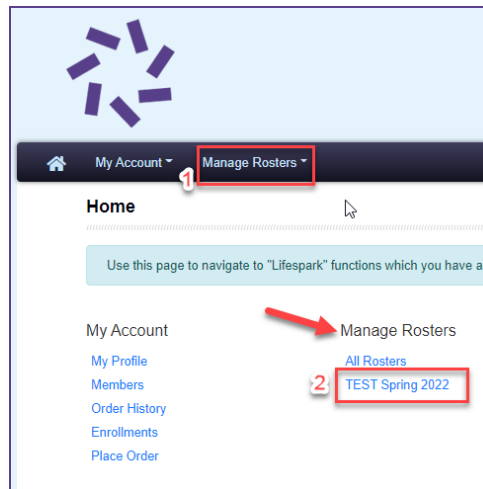
Minute Mark	Segment
5:58	Add event practice <i>(optional)</i>
13:35	Adding family or friends to site

Upon logging in, there will be a section to edit the account or manage the roster.

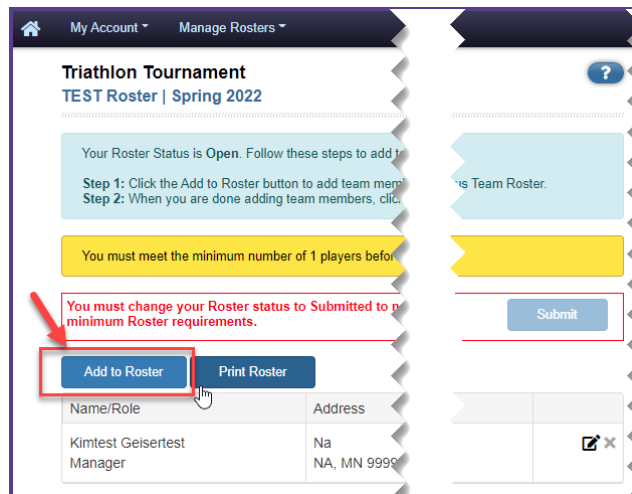


To add athletes, click on **Manage Rosters**.

Do not add athletes through the team site, as they will not be reflected on the Manage Rosters tab and you will not have an option to "Submit Roster."



Click **Add to Roster**



Complete the following fields to add an athlete:

- First Name
- Last Name
- Role
- Email

Complete the Address, City, State, Zip and Phone as either NA, Unknown, or 9s. **Do not include athletes address or phone numbers.**

Click **Save** or **Save and Add** to continue adding additional athletes.

Rostered athletes will receive an email with information about creating a username and password to access the website and TeamSideline app.

My Account Manage Rosters

Add Roster Member

TEST Roster

Use this page to add information for members of your team.

You must meet the minimum number of 1 players before you can submit the roster.

You can populate Contact information from a previous roster member...

Returning Member

...or complete the information below for a new member.

1 First Name *

2 Last Name *

3 Role

4 Email

Alternate Email

Street Address

City, State, Zip

Phone 1 Ext.

Phone 2 Ext.

Phone 3 Ext.

Notes

Waiver * Has this participant signed the waiver?

5

* Required Fields

Once the roster is complete, click on **Submit**

My Account Manage Rosters

Triathlon Tournament

TEST Roster | Spring 2022

Your Roster Status is Open. Follow these steps to add team members and change your Roster Status from Open to Submitted.

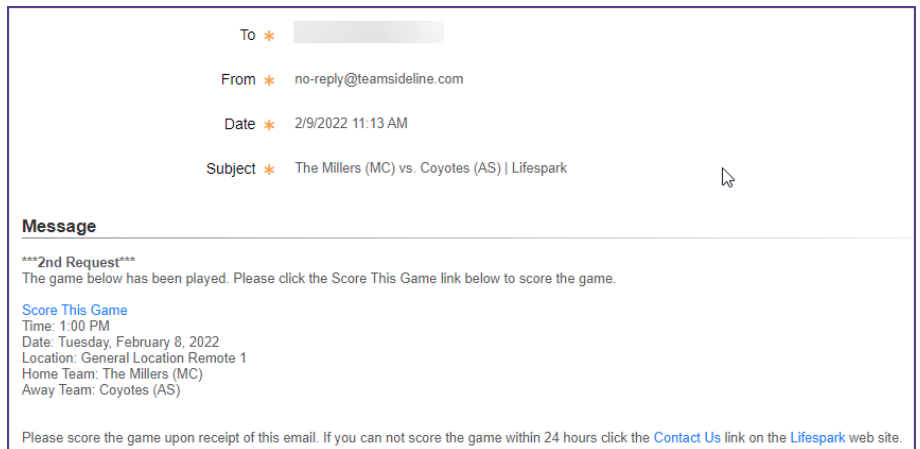
Step 1: Click the Add to Roster button to add team members. You can also click the Copy Roster button to add all team members from a previous Team Roster.

Step 2: When you are done adding team members, click the Submit button to change your Roster Status to Submitted.

Roster Updated.

You must change your Roster status to Submitted to notify "Lifespark" your Team has met the minimum Roster requirements.

Name/Role	Address	Phone/Email	
Donald Duck Player	NA Duckville, MN 99999	000-099-9999 (Other) donaldduck@seniorliving.com	<input type="checkbox"/> <input type="checkbox"/>
Ele Elephant Player	Unknown, WI 99999	999-999-9999 (Other) EleElephant@seniorliving.com	<input type="checkbox"/> <input type="checkbox"/>
Kimtest Geiserfest Manager	Na NA, MN 99999	999-999-9999 (Preferred) kimmi.geiser@gmail.com	<input type="checkbox"/> <input type="checkbox"/>
Lilo Stich Player	Unknown NA, MN 99999	999-999-9999 (Other) lloostich@seniorliving.com	<input type="checkbox"/> <input type="checkbox"/>
Betty White Coach	NA NA, MN 99999	999-999-9999 (Other) bettywhite@seniorliving.com	<input type="checkbox"/> <input type="checkbox"/>



Click on the email link to score the game.

Instructions for using the Auto Coach Scoring function:

<https://support.teamsideline.com/hc/en-us/articles/218354023-How-do-I-Report-Game-Scores->

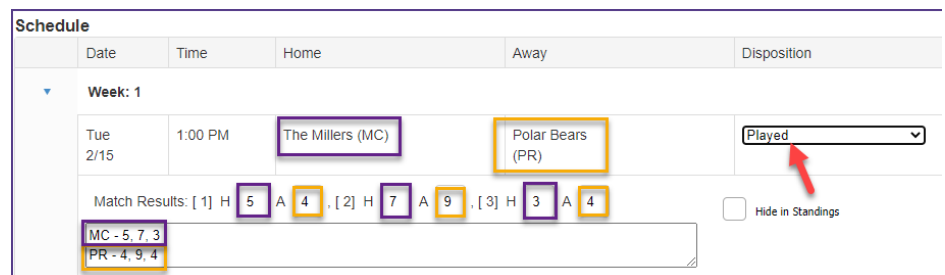
The Skipper or Manager will enter the score after the event and mark the match as played.

Enter 3 scores – 1 for each event – Note, the Home / Away pattern of entry.

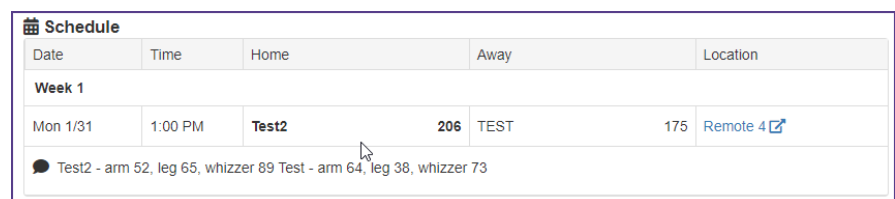
In the notes section, add the individual score for each leg of the TRYathlon as shown.

Remember, only fully completed miles count!

When entering:



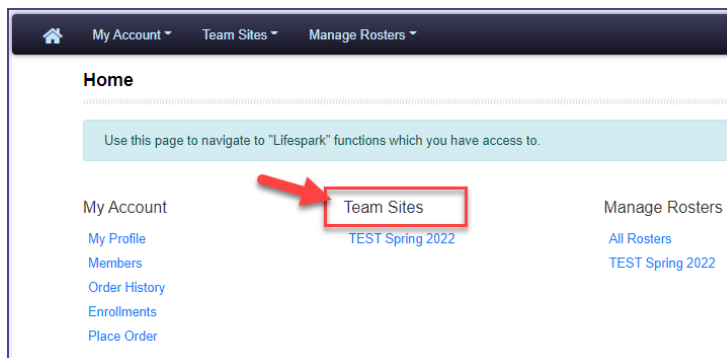
After entering:



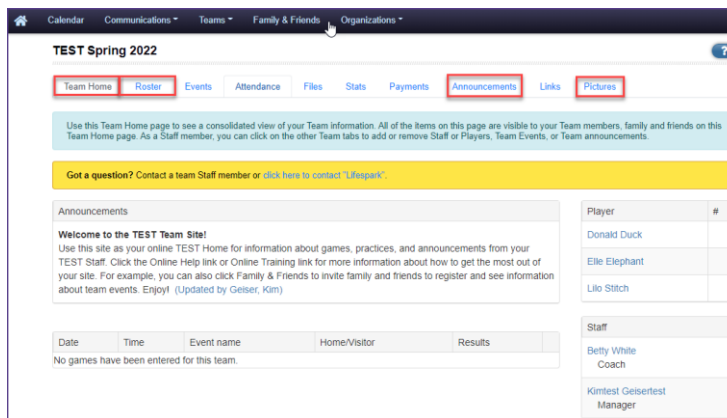
Team Site Management

URL: www.teamsideline.com/Lifespark

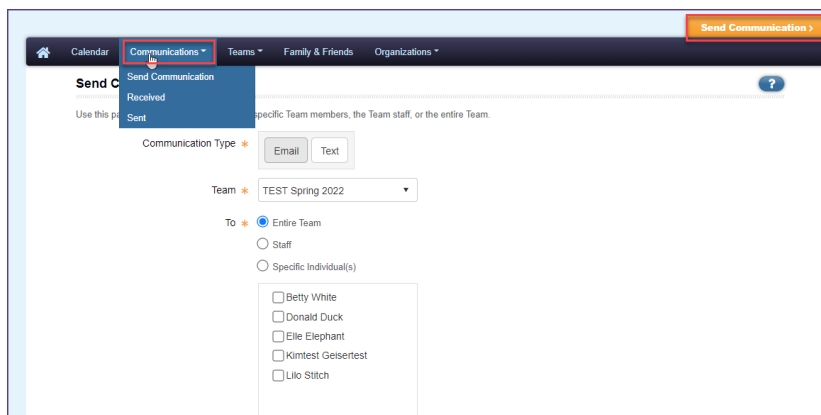
Each participating community has a Team Site that can be accessed by athletes, Skippers, and staff.



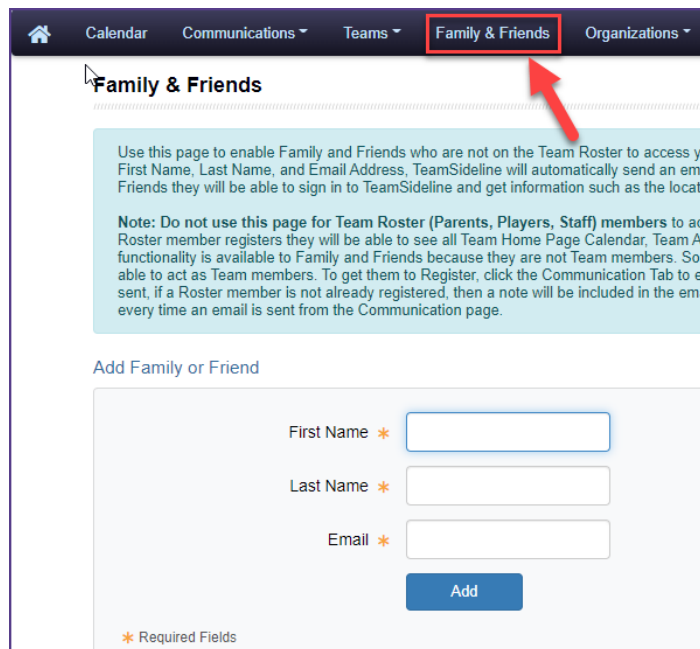
From the Team Site Home you can view the **Roster**, upcoming **Events**, add **Announcements**, and add pictures from the competitions.



Emails can be crafted and sent to Athletes alerting them to practice or team gathering events.



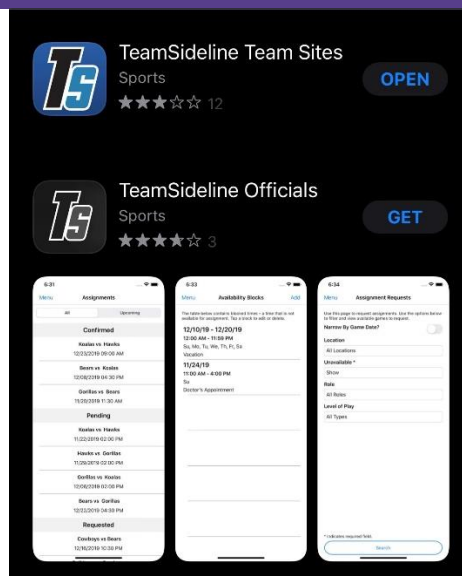
Family and Friends can be invited to view the Team Site to keep up to date on the competition.



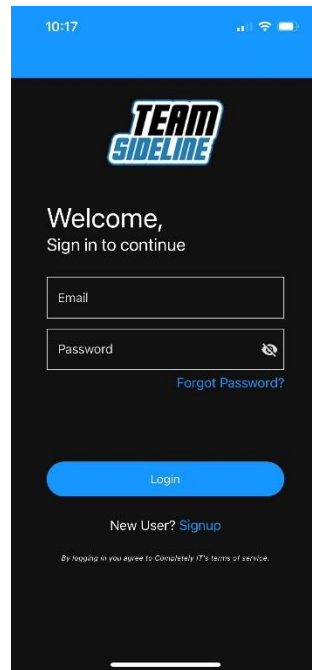
TeamSideline App

Roster Management, team updates, schedules and inter-team chatting can all take place in the TeamSideline App.

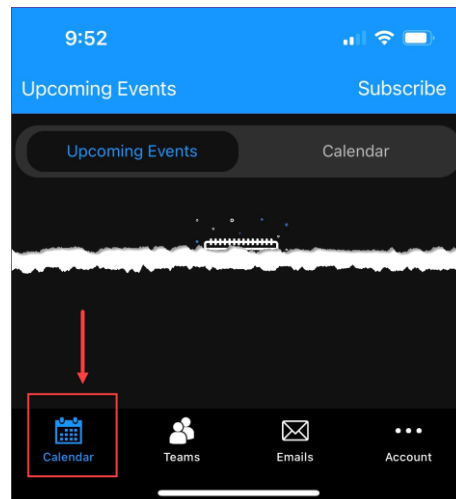
Download the **TeamSideline Team Sites** app to a Smartphone from the App Store.



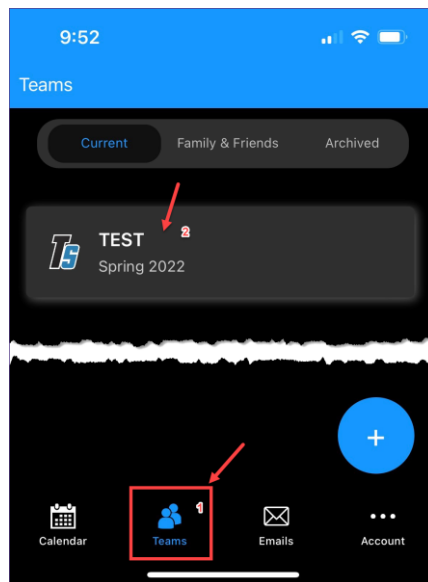
Login using the username and password.



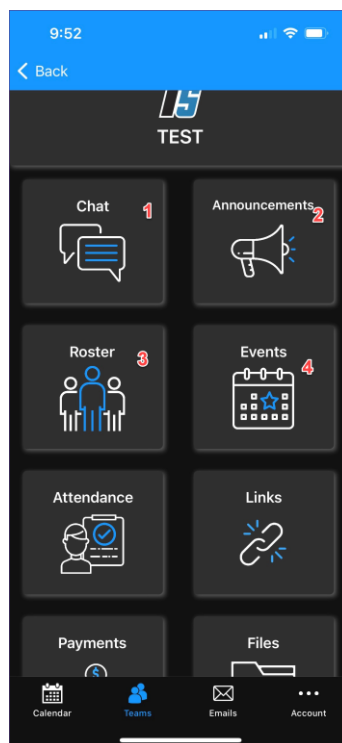
See **Team Schedule** under **Calendar**



Access the Team Roster by clicking on **Teams** (1) and then the appropriate **Team Name** (2)



Within the team use the **Chat** function (1) to chat with Athletes, send **Announcements** (2), view or update the **Roster** (3), and view the **Schedule** (4).



Update the Roster by editing or deleting an Athlete (1), or adding a new Athlete (2).

