

Add Contacts on TeamSNAP

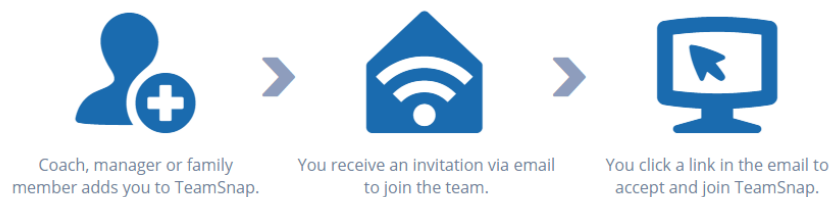


From computer and from phone

Parents,

Several of you asked managers to “invite” some of your contacts (family) on TeamSNAP. This is something that can be done in your account.

How Do Team Invitations Work?

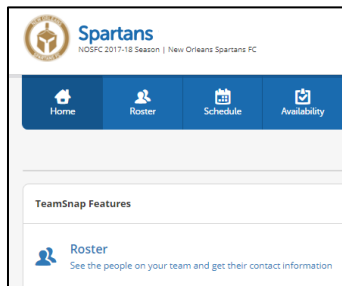


From your PC:

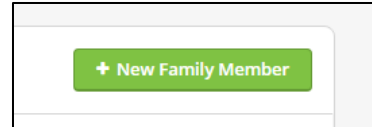
1. Log into your account

A screenshot of the TeamSNAP login page. At the top is the TeamSNAP logo. Below it are two input fields: "Email" and "Password". There is a checkbox for "Keep me logged in (?)", a link for "Forgot Password?", and a green "Log In" button. At the bottom, there is a link that says "Looking for a team you were invited to?"

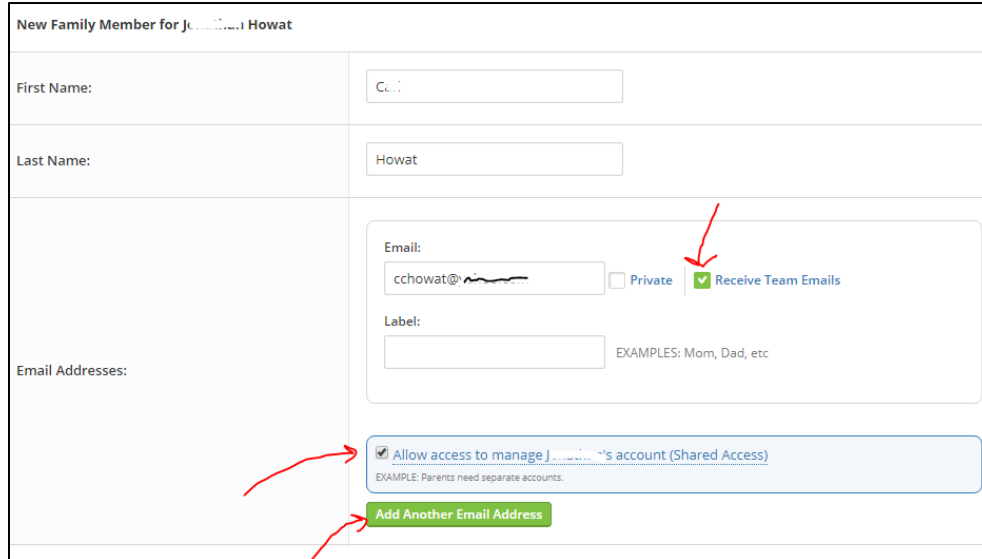
2. Click on ROSTER



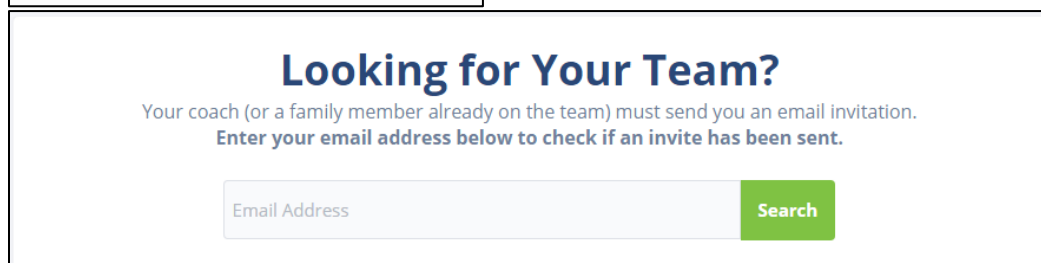
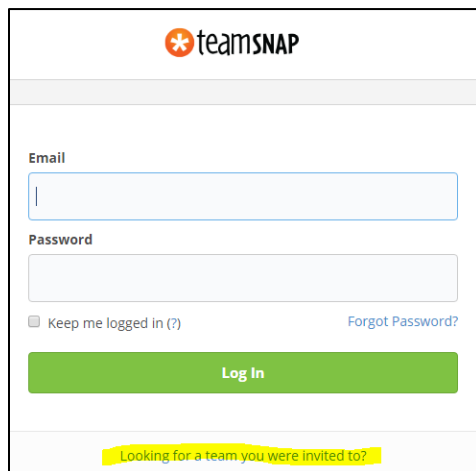
3. Under your player's name, add a family member:



4. Enter their name and email and you will see the SHARED ACCESS come up.

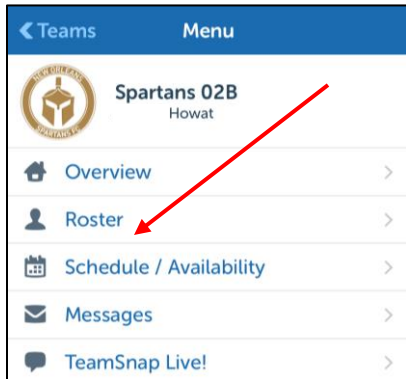


The invitee should be getting an email inviting him/her to the team. If not, they can also look for their team by clicking the link in yellow on the log in page.

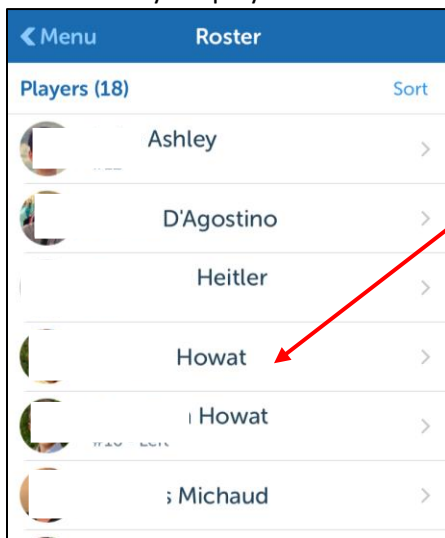


From your phone:

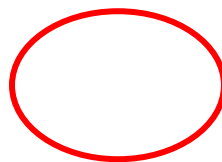
1. Install the TeamSNAP App. Click ROSTER

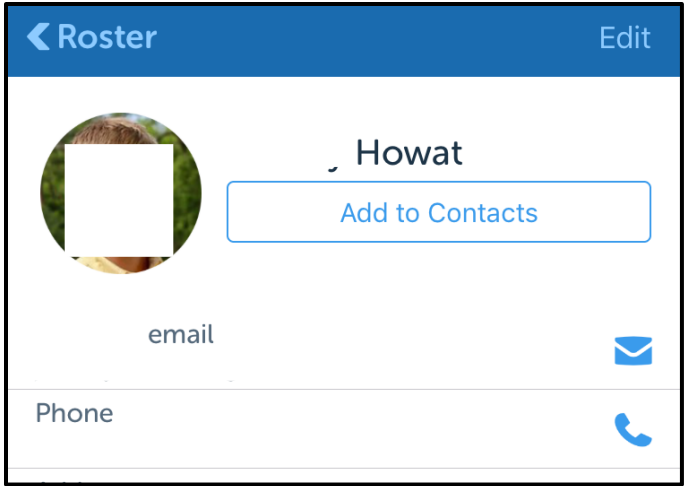


2. Click on your player

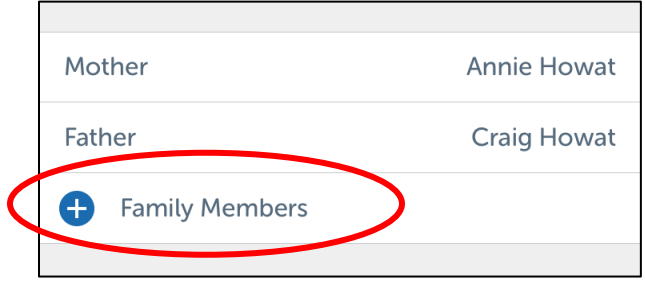


3. Click EDIT





4. Click ADD FAMILY MEMBER



5. Enter their EMAIL here and make sure it is green where it says "send invitation to join". They will receive an email and go from there. Click SAVE.

