

United Soccer Association Member Clubs

The United Soccer Association Soccer league will be using GotSoccer league scheduling software. You will need to:

- 1) How to create your club's fields and
- 2) How to schedule your USA home games.

The process is simple and should not take much time.

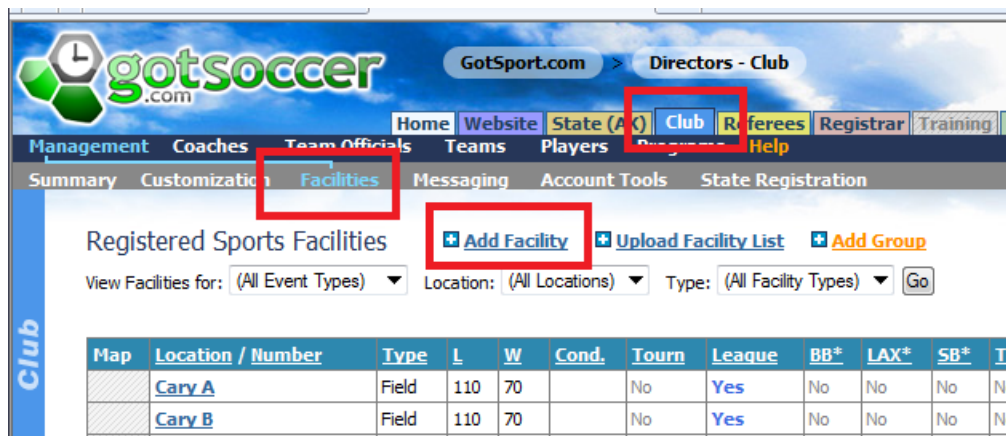
Creating / Editing Fields

In order for the GotSoccer system to properly assign fields to home and away teams, it must know the fields for each club. You will only have to do this one time, unless there are modifications to the field.

Please make sure you know:

- a) The field address as we hook up the address to Google maps
- b) The age groups you want to play on the field
- c) Any exceptions to play. (Days or times the field is closed)

Click on your **Club** tab, then the **Facilities** link on the gray menu bar. Click on the **Add Facility** link.



The screenshot shows the GotSoccer website interface. The 'Club' tab is selected in the top navigation bar. The 'Facilities' link is highlighted in the gray menu bar. The 'Add Facility' button is highlighted in the main content area. Below the navigation bar, there are filters for 'View Facilities for:', 'Location:', and 'Type:'. A table of registered sports facilities is displayed below the filters.

Map	Location / Number	Type	L	W	Cond.	Tourn	League	BB*	LAX*	SB*	T
	Cary A	Field	110	70		No	Yes	No	No	No	Nc
	Cary B	Field	110	70		No	Yes	No	No	No	Nc

Fill out the form as best you can. We suggest a minimum of

- 1) Location Name. This is the park, school or other name the facility is known by.
- 2) The field number. If you use numbers, please use *01* not *1*
- 3) Enter the approximate dimensions. It is not critical to have the exact dimensions.

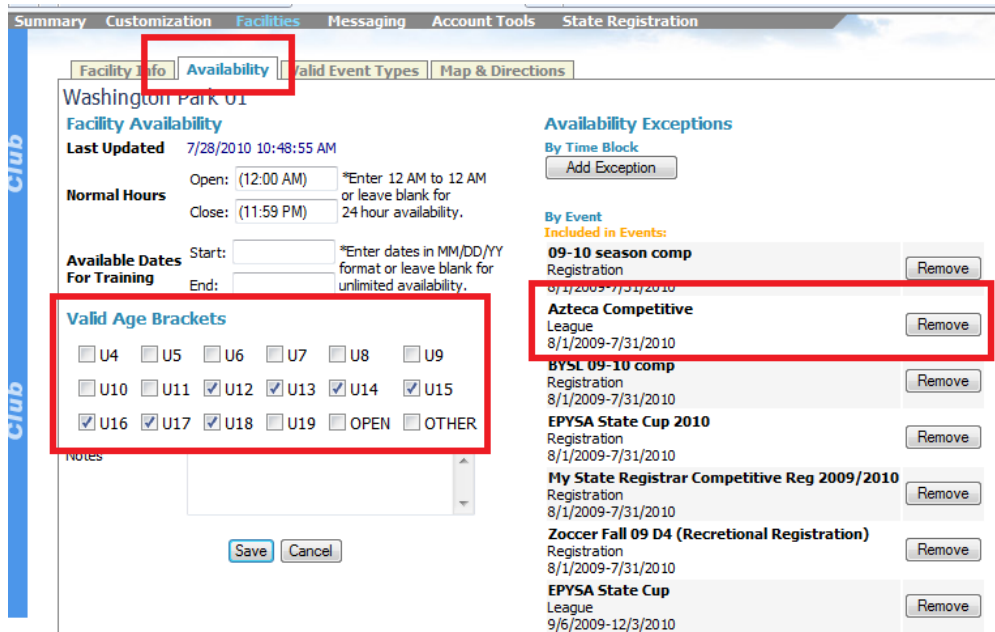
- 4) Enter the address
- 5) If you know the latitude and longitude (most web enabled cell phones will give this information) please enter it as some addresses are hard to find using Google maps.
- 6) Press **Save**

The screenshot shows the Gotsoccer.com website interface. The top navigation bar includes links for Home, Website, State (AK), Club, Referees, Registrar, and Training. Below this is a secondary navigation bar with links for Management, Coaches, Team Officials, Teams, Players, Programs, and Help. The main content area is titled 'Facility Info' and contains two sections: 'Facility Information' and 'Facility Address'. The 'Facility Information' section has a red box around it and contains the following fields: Type (Field), Location/Name (Washington Park), Number (Letters ok) (01), and Size (L 110 X w 70). The 'Facility Address' section also has a red box around it and contains the following fields: Address (123 main St), City (Jacksonville), State (FL), ZipCode (32003), and Country (United States). Below these sections are fields for Phone, Phone (2), Mobile Phone, and Fax. A 'Save' button is highlighted with a red box at the bottom of the form.

Once you press Save, additional tabs will appear.

Click on the Availability tab

- 1) Enter the hours the field is available (examples, 8a for 8:00 AM, 9.15A for 9:15 AM, 4.30p for 4:30 PM)
- 2) Click on all the age groups that play on the field.
- 3) If this field is not available for this league (event) you can remove it from being accessed by the league.



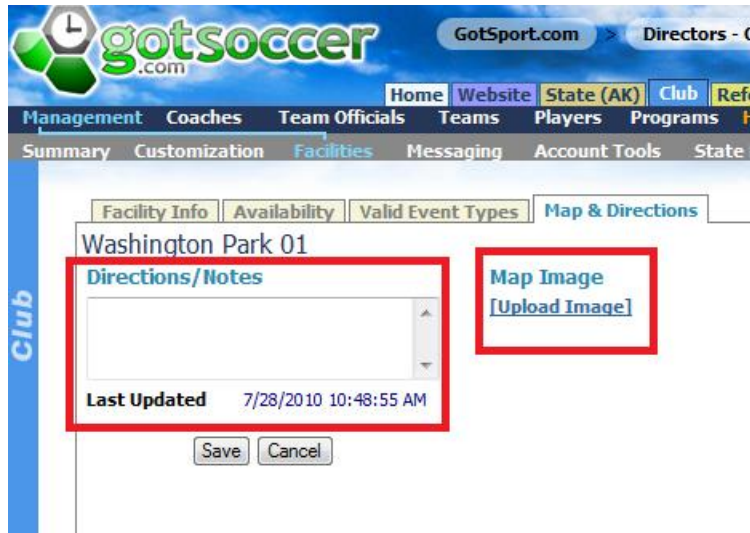
4) When finished press **Save**

Next Click the **Valid Events** tab. Make Sure:

- 1) You click **Soccer**
- 2) Click **League**
- 3) Press **Save**



If you want to upload a facility map or give directions you can do this on the Map& Direction tab. This is optional. The facility map must be a jpeg file



Scheduling your home Games

Log into GotSoccer

- 1) Click on the club tab
- 2) Look for the Unites Soccer Association league in your
- 3) Click on the league you want to schedule, in this example the United Soccer Association Senior Season

Florida Youth Soccer Association website interface for Club - First Hernando YSC. The page includes navigation tabs (Home, Club, Referees, Registrar, Training, League, Tournament, Management, Coaches, Team Officials, Teams, Players, Programs, Help) and a sidebar with 'Club' links. The main content area displays 'Club - First Hernando YSC' with a 'Player Summary' table, 'Current & Upcoming Club Programs' table, 'Risk Management' section, 'Contact Information', and 'State Organization Billing' section. A red box highlights the 'League Scheduling Controls' section, which shows 'United Soccer Association Senior Season' with dates '8/14/2010-10/17/2010'.

Program	Date	Players
2010 RECREATIONAL REGISTRATION	8/1/2010	
2010 COMPETITIVE PLAYER REGISTRATION	8/1/2010	
COMPETITIVE TRYOUT REGISTRATION	8/1/2010	219

Acct#	Description
473694	Club/Organization: First Her

The page will refresh showing the first day of the season (8/14), games for that day and, to the right, a calendar with games that need to be scheduled.

Notice, on the calendar we show 8/14 3/3. This means there are 3 unscheduled games (red) and 3 total games.

To change dates, just click on a day on the calendar. If you don't see the day, remember there is a scroll bar to the right of the calendar.

The screenshot shows the 'United Soccer Association Senior Season' Home Game Scheduling interface. At the top, there is a navigation menu with options like 'Home', 'Club', 'Referees', 'Registrar', 'Training', 'League', and 'Tournament'. Below this, there are sub-menus for 'Management', 'Coaches', 'Team Officials', 'Teams', 'Players', 'Programs', and 'Help'. A secondary menu includes 'View & Manage', 'Team Builder', 'Applications', 'Import Team', and 'Player Search'.

The main content area is titled 'United Soccer Association Senior Season' and 'Home Game Scheduling Enabled'. It features a 'Selected Date (Sat)' dropdown set to '8/14/2010' and a 'Chart Range' dropdown set to '8AM to 8PM'. There are 'Show Conflicts' buttons and a 'Go' button. Below this is a 'Show Additional Controls' section with a note: '*Smaller increments will cause the chart to download to your browser more slowly but will allow more precise drag and drop functionality.'.

The central part of the interface is a field chart with columns for time slots (8:00 AM to 8:00 PM) and rows for teams (Anderson ... 1 to Anderson ... 6). A legend on the left, titled 'Show Legend' and 'Unscheduled Games - 8/14/2010', lists three games with red icons: '#681 Girls U16 Division 2 / Set 1', '#542 Boys U18 Division 1 / Set 1', and '#494 Boys U16 Division 2 / Set 1'. An 'Event Calendar' on the right shows a grid for August, September, and October 2010, with dates 14, 15, 18, 19, 21, 25, 26, and 28 highlighted in red.

To schedule a game:

- 1) Place your cursor over the silver icon in front of the team name,
- 2) Click the left mouse button (or just click if you are using a Mac) and drag the game onto the field chart to the time a field you desire.
- 3) Release the mouse button.
- 4) If the game did not go exactly where you want it, just click again and move it. (**Note:** IF you started the game at 9AM and meant to start it at 9:15 AM during the time it is scheduled move the game to another field first then back to 9.15. You cannot drag and drop a game onto itself.)

In this example, we placed all the games on Anderson 1. If you look at the calendar, you will see August 14 now just shows 3 games, none in red. This designates all games have been scheduled.

Management Coaches Team Officials Teams Players Programs Help

View & Manage Team Builder Applications Import Team Player Search

United Soccer Association Senior Season

Selected Date (Sat) 8/14/2010 Chart Range 8AM to 8PM Coaches Game Breaks [Show Conflicts] [Show Conflicts] Go

Show Additional Controls
*Smaller increments will cause the chart to download to your browser more slowly but will allow more precise drag and drop functionality.

	8:00 AM	9:00 AM	10:00 AM	11:00 AM	12:00 PM	1:00 PM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM	7:00 PM	8:00 PM
Anderson ... 1			GU16-Division 2	BU16-Division 1	BU16-Division 2								
Anderson ... 2													
Anderson ... 3													
Anderson ... 4													
Anderson ... 5													
Anderson ... 6													

Show Legend
Unscheduled Games - 8/14/2010
 Drag a game here to unschedule it.
 No unscheduled games on this day.

Event Calendar

August 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14 (3)
15	16	17	18	19	20	21 (3/3)
22	23	24	25	26	27	28 (3/3)
29	30	31				

September 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11 (1/1)
12	13	14	15	16	17	18 (3/3)

Just repeat until all games are scheduled.