

EPYSA Checking Roster Status as a Club Admin

Step 1: From the Dashboard, Select "Club Management" followed by "Roster Builder"

The screenshot shows the GotSport dashboard for Mamba FC. The user is Robert Miller. The dashboard displays statistics for Teams (67), Coaches (17), Players (321), and Events (15). There are also buttons for Billing, Support, Calendar, and Programs. Below these are sections for 'Published And Finalized Schedules' and 'Schedules As Participant'. The 'Club Management' menu item is highlighted in red, and an arrow points to the 'Roster Builder' option in the sub-menu.

Name	Matches Count	Status	Created	Matches	Constraints Report
A v1	26	🟢 🟡 🔴	09/10/2020	Matches	Constraints Report
A v1	31	🟢 🟡 🔴	07/03/2020	Matches	Constraints Report

Name	Matches Count	Created
2020 Scheduling Test Event	6	November 18, 2020 10:07
2021 Directors Cup	29	May 08, 2020 13:53

Step 2: Here you will select the **Primary League Roster** that your teams are registered to and hit submit.

The screenshot shows the Roster Builder page for NEPTUNE BEACH FC. The page has a navigation bar with 'Club Management', 'Teams', 'Registration', and 'Match Minutes'. Below the navigation bar, there are input fields for 'Find an Event Q' and 'Add Roster Season'. A dropdown menu is highlighted in red, showing 'Official Roster (08/01/2021)' selected, with a 'Submit' button next to it.

Step 3: Your registered teams will show on the right side of the page. Scroll down and check the “Roster Status” of the players assigned to those teams to ensure they all have the roster status of “P” (Primary).

The screenshot shows the Roster Builder interface for HBSA Registration Event - 21/22. The main roster table lists players with status 'P'. The 'Registered Teams/Rosters' panel shows a team '2006 Boys - White' with a table of players, all of whom have a status of 'P'.

P	S	CP	Name	Gender	Level	Group	DOB
0	0	0	ASHLEY, Connor	Male	Recreational	U19	2003-08-12
0	0	0	Ashman, Kyle	Male	Classic	U18	2004-10-03
0	0	0	Ashman, Christian	Male	Classic	U14	2008-03-09
0	0	0	Athon, Ezekiel	Male	Classic	U9	2013-11-08

Player Name	Jersey	Position	Status
1. Avila, Hayden	--	--	P
2. BAINES, Elinor	--	--	P
3. BALLARD, Ethan	--	--	P
4. Barnes, Olivia	--	--	P
5. Bartok, Alexia	--	--	P
6. Batts, David	--	--	P

All Players with the Status of S, CP, or blank will be removed at the deadline. If you see any players with any of those status's and they are supposed to be primary, **CONTACT YOUR LEAGUE IMMEDIATELY** as they will be able to see what needs to be done in order to make them primary.

The screenshot shows the Roster Builder interface for HBSA Registration Event - 21/22. The main roster table lists players with status 'P'. The 'Registered Teams/Rosters' panel shows a team '2007 Boys' with a table of players, including one with status 'S' and one with status 'CP'.

P	S	CP	Name	Gender	Level	Group	DOB
0	0	0	ASHLEY, Connor	Male	Recreational	U19	2003-08-12
0	0	0	Ashman, Kyle	Male	Classic	U18	2004-10-03
0	0	0	Ashman, Christian	Male	Classic	U14	2008-03-09
0	0	0	Athon, Ezekiel	Male	Classic	U9	2013-11-08
0	0	0	Atkins, Angelle	Male	Academy	U13	2009-02-08
0	0	0	Austin, Eloisa	Male	Classic	U14	2008-04-18
1	0	0	Avery, Anadora	Male	Classic	U18	2007-06-29

Player Name	Jersey	Position	Status
1. Avery, Anadora	--	--	P
2. Bailey, Annabelle	--	--	P
3. Baines, Emily	--	--	P
4. Baker, Christopher	--	--	P
5. Bankston, Allison	--	--	P
6. Bankston, Kyra	--	--	P
7. Bansai, Abigail	--	--	S
8. Bashiti, Andres	--	--	CP
9. Miller, Todd	--	--	P