



# Team Web Admin Training

September 25, 2017  
7:00-8:30 Roosevelt Library

# The Basics

- WiFi: SPS-Guest UN = seattle PW = march
- Our Website URL: [www.rooseveltathleticboosters.org](http://www.rooseveltathleticboosters.org)
- Our Vendor: <https://www.sportsengine.com>
- Goals
  - Get back to basics and recover from spring DDOS attack
  - Offload hosting and dev to a third party with SOC-2 level governance.
  - Enable teams to utilize a centralized hub site with ubiquitous look and feel.
  - Enable succession planning and continuity for our community.
- **Temporary** Webmasters: Frank ([frfulton@mac.com](mailto:frfulton@mac.com)) and Alex ([alex.maclean2000@gmail.com](mailto:alex.maclean2000@gmail.com))
- Roosevelt Athletic Boosters **Webmaster** role is **OPEN** and must be filled. No HTML or coding experience required, no hosting or DevOps background necessary.
- If your team isn't represented here, you'll need to create an account and send a message to Alex or Frank to have your account associated with your team.

# Walk Through

- Create your SportsEngine account (if you already activated in response to the email, you're ahead already)
- Log In
- Verify Permissions
- Edit mode
- Explore your page and page elements
- **Sleeves-up interactive session**

# Create Account

The image shows a screenshot of the Roosevelt High School Athletic Boosters website. The website has a dark header with 'Login' and 'Create an Account' links. The 'Create an Account' link is circled in red. Below the header is a green banner with 'Roosevelt High School Athletic Boosters'. The main navigation bar includes 'Home', 'About', 'Fall Sports', 'Winter Sports', and 'Spring'. A breadcrumb trail shows 'HOME > News'. The main content area features a large graphic with a green 'R' and the text 'THE OFFICIAL HOME ROOSELT BOOSTERS'. At the bottom, there are four small images: a football team, a runner, a basketball player, and a golfer. Overlaid on the right side is a 'Create Account' modal form. The form has the 'sportengine' logo at the top and fields for 'First Name', 'Last Name', 'Email Address', 'Password', and 'Date of Birth'. The 'Password' field has a note: 'Password must be at least 8 characters and include one uppercase letter, one lowercase letter, and one number or symbol.' The 'Date of Birth' field has a note: 'Required to comply with the Children's Online Privacy Act and other age-related restrictions'. The 'Create Account' button is circled in red. Below the button are links for 'Sign up with Facebook' and 'Sign up with Google'. At the bottom of the modal, there are links for 'Already have an account? Sign In' and 'Need help? SportsEngine Help Center'.

Login **Create an Account**

Roosevelt High School Athletic Boosters

Home About Fall Sports Winter Sports Spring

HOME > News

THE OFFICIAL HOME ROOSELT BOOSTERS

First Name

Last Name

Email Address

Password

Password must be at least 8 characters and include one uppercase letter, one lowercase letter, and one number or symbol.

Date of Birth

Required to comply with the Children's Online Privacy Act and other age-related restrictions

**Create Account**

Sign up with Facebook

Sign up with Google

Already have an account? [Sign In](#)

Need help? [SportsEngine Help Center](#)



# Log In

Login

Create an Account

sportsengine

Roosevelt High School Athletic Boosters

Page Search

Search

Home

About

Fall Sports

Winter Sports

Spring Sports

Year-Round Sports

Calendar

Donate

Board

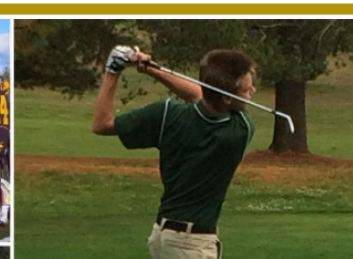
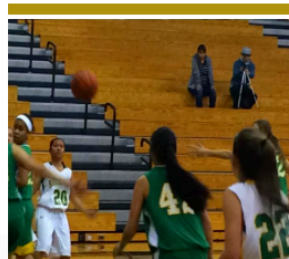
HOME > News



THE OFFICIAL HOME OF THE

ROOSEVELT

ATHLETIC BOOSTERS





# Become a Member

Become a Member Peter Guillam ▾ Log Out Peter Guillam

sportsengine

Page Search

Search

## WELCOME PETER!

Link your SportsEngine account to Roosevelt High School Athletic Boosters and get instant access to exclusive content and features.

Become a Member

Maybe Later

No Thanks

ts

Winter Sports

Spring Sports

Year-Round Sports

Calendar

Donate

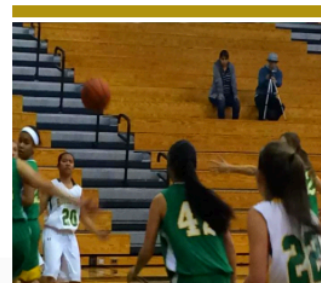
Board

THE OFFICIAL HOME OF THE

# ROOSEVELT

ATHLETIC BOOSTERS

**\*Note:** If you already have a SportsEngine account you can associate that account with RHSAB and access multiple sites with one log-in.



# Become a Member

Become a Member Peter Guillam ▾ Log Out Peter Guillam

sportsengine

Roosevelt High S

JOIN NETWORK

CLOSE

Search

Home


HOME >

Board

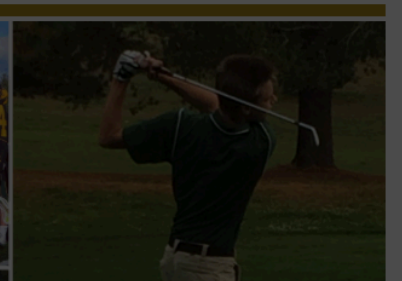
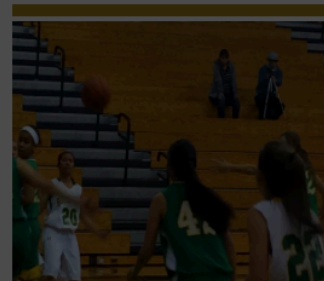
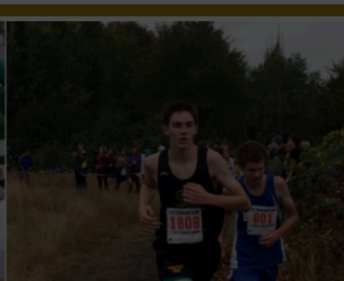
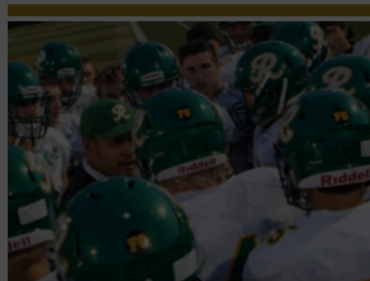


## JOIN THE ROOSEVELT HIGH SCHOOL ATHLETIC BOOSTERS NETWORK

Select which of your profiles you would like to join the Roosevelt High School Athletic Boosters Network.

☒  Peter Guillam

Join Network with Selected Profiles





# Welcome to the Club

Peter Guillam ▾



Log Out Peter Guillam

sportsengine

Roosevelt High School Athletic Boosters

Page Search

Search

Home ▾

About ▾

Fall Sports ▾

Winter Sports ▾

Spring Sports ▾

Year-Round Sports ▾

Calendar

Donate

Board ▾

HOME > News



THE OFFICIAL HOME OF THE

**ROOSEVELT**


ATHLETIC BOOSTERS




You have successfully joined the Roosevelt High School Athletic Boosters Network



# ✓ Permissions

  
Admin

☒ on   
Edit Mode

Peter Guillam ▾   Log Out Peter Guillam

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Roosevelt High School Athletic Boosters

Page Search Search

[Home](#) [About](#) [Fall Sports](#) [Winter Sports](#) [Spring Sports](#) [Year-Round Sports](#) [Calendar](#) [Donate](#) [Board](#)[SPRING SPORTS >](#) [Baseball](#) [Soccer \(Boys\)](#) [Softball](#) [Tennis \(COED\)](#) [Track \(Boys & Girls\)](#) [Ultimate Frisbee \(COED\)](#) [More +](#)


THE OFFICIAL HOME OF THE  
**ROOSEVELT**  
ATHLETIC BOOSTERS


 Search for Team ID: 2194195  
to follow this team on the Mobile AppRegular Season  
2017 ▾

Track (Boys &amp; Girls)

**Edit mode is limited to your team page**

# ✓ Permissions

  
Admin

Peter Guillam  Log Out Peter Guillam


sportengine

Roosevelt High School Athletic Boosters


Page Search  Search

Home About Fall Sports Winter Sports Spring Sports Year-Round Sports Calendar Donate Board

FALL SPORTS > Cross Country (Boys) Cross Country (Girls) Football Golf (COED) Soccer (Girls) Swimming (Girls) More +



THE OFFICIAL HOME OF THE  
**ROOSEVELT**  
ATHLETIC BOOSTERS


 Search for Team ID: 2194200  
to follow this team on the Mobile App

Regular Season  
2017

Football

No permissions, no edit capabilities.

# ✓ Permissions

  
Admin

on

Edit Mode

Home

About

Fall Sports

Winter Sports

Spring Sports

Year-Round Sports

Calendar

Donate

Board

SPRING SPORTS > 

Baseball

Soccer (Boys)


Softball

Tennis (COED)

Track (Boys & Girls)

Ultimate Frisbee (COED)


More +



Search for Team ID: 2194195  
to follow this team on the Mobile App

Regular Season  
2017

Track (Boys & Girls)



Track (Boys & Girls)

This is your space!

HOME

ROSTER

PHOTOS

VIDEOS

POSTS

ADMIN ↓

MANAGE TEAM


Add Layout Container

▼ Collapse Page Elements


LAYOUT CONTAINER


Contact

HOWARD  
Collier



Add Page Element







# ✓ Play Around

Admin

Home About Fall Sports Winter Sports Spring Sports Year-Round Sports Calendar Donate Board

SPRING

Search to fol

Track (Bo

HOME

LAYOUT

Cont

HOWAR

Colli

Regular Season






17

More +

ADD NEW PAGE ELEMENT

CLOSE

Choose a Page Element from the list below:

-  **TEXT BLOCK**  
Perfect for adding subtitles and general text to your page. Use the formatting options to customize the display and add links. You can also add an image to your Text Block.
-  **SINGLE PHOTO**  
Upload a single photo or image to display on your page.
-  **DOCUMENT**  
Upload a document to your page. Users can then easily download this file in its original format. The document will also be accessible from the Document Finder Page (if applicable to your website) found on the top horizontal menu bar.
-  **LINK**  
Create a link to another page within your website, or link to another site altogether.
-  **CONTACT**  
Think of it as a "Digital Business Card" that cleanly displays and formats an individual's contact information.

**Scroll - More options below - Play around!**



# Tips

- Find committed, capable, enthusiastic help on your team and enlist them in the process. Students are particularly adept, and they know how to navigate school Wi-Fi.
- Share Log-ins to protect against rep-drift (it's really OK). Don't get single-threaded.
- Let need drive your exploration. SportsEngine does a lot, and a lot of it we don't need or want, but there may be individual team use cases that can be accomodated by some of the advanced functionality.
- Be cautious about student data. This is a public site.
- Take your time, play around, don't be araid to break your page. It's easy to undo, and **you can't break the site!**
- Be creative, share best practices, encourage your team members and parents to use the site, and help drive traffic to [www.rooseveltathleticboosters.org](http://www.rooseveltathleticboosters.org) with useful and interesting content.



**Go Riders!**