

Staying Connected with Waunakee HS Girls Basketball:

We use our website for most, if not all, avenues of communications. Please make sure you are connected to waunakeebasketball.com. Once rosters are set, players will be added to teams within the website and then it is much easier to communicate with specific teams/players throughout the season.

If you haven't done so yet, please make sure the parent and player profiles within your account are connected and set up correctly. Please make sure there is a valid email address and cell phone number for player and parents/guardians as this again is the primary form of communication. We would like for all players to be set up to receive text messages as well as emails.

Please follow these steps to verify:

1. Go to the SportsEngine website (www.sportsengine.com).
2. If not already logged in, login to your account by clicking **Sign In** at the top right corner.
3. Once you are signed into your account, click the picture of the person in the top right corner of the screen and select **Account Settings**.
4. On the screen, you should be in the **Settings** menu. Please make sure there is a valid Mobile Phone number under the **Account Information** section. If there is no number, please add one by clicking on Add Mobile Phone in the upper right corner. You can also add a Secondary Email Address by clicking on the Add Email Address on the top right corner. Adding either a number or email will require verification from a text sent to your phone or an email sent to the email address entered.
5. Click on the **Profiles** section on the left side of the screen.
6. This will list your's as well as all player profiles set up under your account.
7. Click on your player's profile.
8. Verify the player's **Email Address** and **Phone Number** on the screen. If you need to make changes, select the **pencil icon** on the top right side of the **Profile Information** section. Update the information and click **Save**, green button on the bottom right side. Adding a phone number or email will require verification from a text sent to your phone or email sent to the email address entered.
9. Once your player's profile is updated, select Settings again from the left side of the screen. Under the section titled Notification Settings, locate the section titled Waunakee Girls Basketball. Make sure that the boxes with email addresses and phone numbers all contain a check mark. If not, click on the box in front of the email or phone number. This allows the system to send both email and text messages appropriately.

You also have the option of adding a **Guardian(s)** to your player's account. A guardian is a family member of an athlete that wants to be involved in the sports life but isn't the primary SportsEngine account owner. For example, if one parent is the primary account owner the other parent can be set up as the Guardian to ensure he/she is receiving the same communication as the player. Another option is to have your player create their own SportsEngine account (once created, follow steps 1-4 above) and add them as a Guardian to their own profile. This is helpful if the player wants the mobile app and you have more than one player set up within the SportsEngine system. Please follow these steps to add a **Guardian**:

1. Go to the SportsEngine website (www.sportsengine.com).
2. If not already logged in, login to your account by clicking **Sign In** at the top right corner.
3. Once you are signed into your account, click the picture of the person in the top right corner of the screen and select **Account Settings**.
4. Click on **Profiles** on the left side of your screen.
5. Click on the Profile of the Player you would like to add a Guardian for.
6. There is Guardians box on the right side and click on the **+** symbol.
7. Enter a valid email address in the **Invite** line. Click on **Send Invitation**. This will require a verification email sent to the email address entered.

The SportsEngine app can be downloaded for both iPhone (App Store) and Android Device (Google Play). Please follow the steps identified [to download the app](#). Once you have signed into the app using your account information, please follow our teams. In the app, click on the **Teams** icon and then the **magnifying glass** in the top right corner. Enter the team number (can be found in the team page on waunakeebasketball.com) in the box then click on the team. Make sure the star in the top right corner turns yellow to signify a "favorite" team so you will always see it in your list. If the star is not yellow, touch the star and it should turn yellow. The app is pretty self explanatory if you explore it a bit.

The website/app allows you to sync the calendar to a smart phone as well. Please follow the steps identified to [sync calendar to a smart phone](#).