

## LeagueApps Coach User Guide

Welcome to the LeagueApps Coach User Guide! We have switched registration platforms for a couple main reasons:

- Easy online registration and payment collection
- Credit card/ACH storage - easily save your card/bank account for future use
- Mobile friendly - you can do everything you need to do from your phone!
- 1 stop shop to see all registration and roster activity for your upcoming tournaments

We're sure there will be some hurdles as we all learn the new system, so we appreciate your understanding during the transition. Below are some helpful links with screenshots to help you get accustomed to the new platform.

**How do you access LeagueApps Support?** Visit [support.leagueapps.com](https://support.leagueapps.com).

### Table of Contents

[1. How to login](#)

[2. How to register](#)

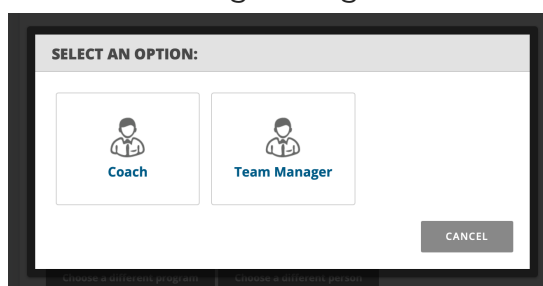
[3. How to manage your rosters](#)

## 1. How to login



Visit: <https://greatnorthernlacrosseleague.leagueapps.com/login>

## 2. How to register

To begin, visit program registration link which can be found via email or from our website and select to **Register** then select your role with the team you are registering



1. If you do not have a LeagueApps account created, begin by either
  - a. **Creating an Account** and entering your details (email, password, first name, last name, etc.)
  - b. **Selecting to Log In** if you already have a LeagueApps account, you may choose to login by clicking “Sign in with LeagueApps” at the bottom



Create a LeagueApps Account

Great Northern Lacrosse League uses LeagueApps to manage your account safely and securely.

First Name

Last Name

Email Address

Password

Show Password

Create a LeagueApps account

Sign in with LeagueApps

2. Enter your team name or select the team you're joining from the drop down menu

### SELECT A TEAM TO JOIN:

Team name \*

-- Choose a team --

### OR, CREATE A NEW TEAM:

Team name \*

### REGISTRATION DETAILS

You will be responsible for the Team fee payment **only if you create a Team.**

NEXT

3. Complete any registration questions (if applicable) and select **NEXT**
4. Check the box next to each waiver
  - a. If you are only registering 1 team, click **SAVE TEAM AND GO TO NEXT STEP**
  - b. If you have additional teams to register, click **ADD ANOTHER TEAM** and complete the registration for those additional teams

### WAIVERS

Accept all waivers before proceeding

☒ I HAVE READ AND AGREE TO THE GNLL PLAYER WAIVER REQUIREMENTS

REGISTER FOR 8U TEAM REGISTRATION

5. Once you get to the Registration Summary (step 6), click COMPLETE

### REGISTRATION SUMMARY

PROGRAM

8U Team Registration  
Sun, Sat 8:00AM to 5:00PM

REGISTRATION DETAILS

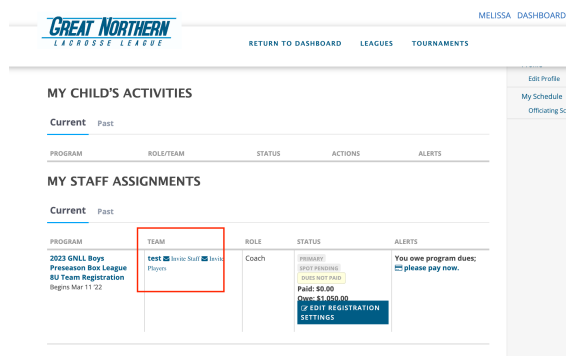
Status: **Spot Reserved**  
Role: **Team Manager (test)**

ADD ANOTHER REGISTRATION

COMPLETE

### 3. How to manage your rosters

1. Visit your dashboard  
<https://greatnorthernlacrosseleague.leagueapps.com/dashboard>
2. View Team From Dashboard
  - a. From your dashboard you'll see "My Staff Assignments". Under your team name, click "Invite Staff" or "Invite Players" accordingly



- b. You can also click on your team's name and then click on the Roster tab to send invitations.

**\*\*IMPORTANT NOTE: In order for your players and coaches to be on your roster, they must accept their invitation and appear on your roster tab.\*\***