



DC Stoddert Soccer & Team Manager Coaches Edition

Enjoy enhanced communication & coordination functionality via the [Team Manager](#) app

What is Team Manager?



Watch the video [HERE](#)



Team Manager is a FREE communications & coordination app provided to DC Stoddert Soccer coaches and families!



Team Manager allows coaches & participants to share schedule changes, post roster updates, RSVP for activities and message every family on their team, all from one convenient app!



Team Manager is very user friendly and is an extremely efficient way for families to check their weekly schedules and contact the coach and/or team with questions and brief messages



Why do I NEED Team Manager?

Team Manager is the official mobile app for Blue Sombrero!

Team Manager is the ONLY way for ALL participants (Coaches, Volunteers, Parents) to communicate in the Blue Sombrero Universe

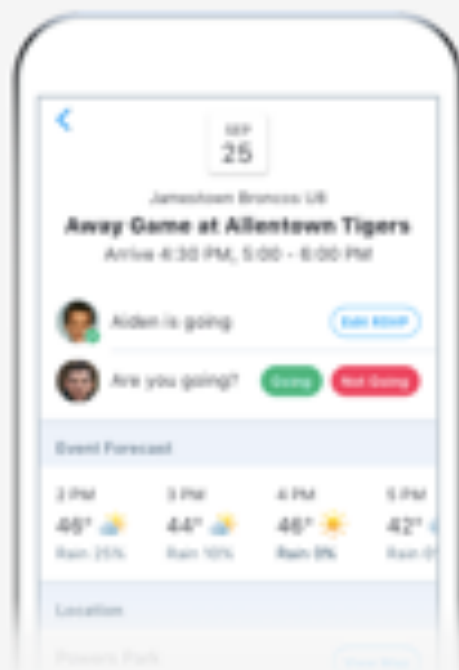
Whereas Blue Sombrero only allows for COACHES to message the parents on their team, Team Manager allows for EVERYONE to send messages

Team Manager is an extremely useful asset for parents to communicate with the team and their coaches

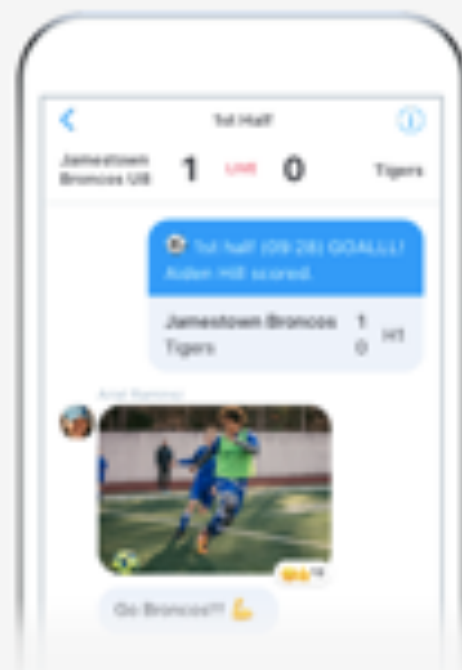
Streamline your team communication



**One calendar for all
your teams**



RSVP & Event Details



**Team Chat & Score
Updates**

How to Set up Your Team Manager App

Download the App and Import a team from
Blue Sombrero





Merge Blue
Sombbrero &
Team
Manager

Teams can now import their roster and schedule from Blue Sombbrero to DICK'S Team Manager!

Before you can import your team's roster or schedule, you must download the

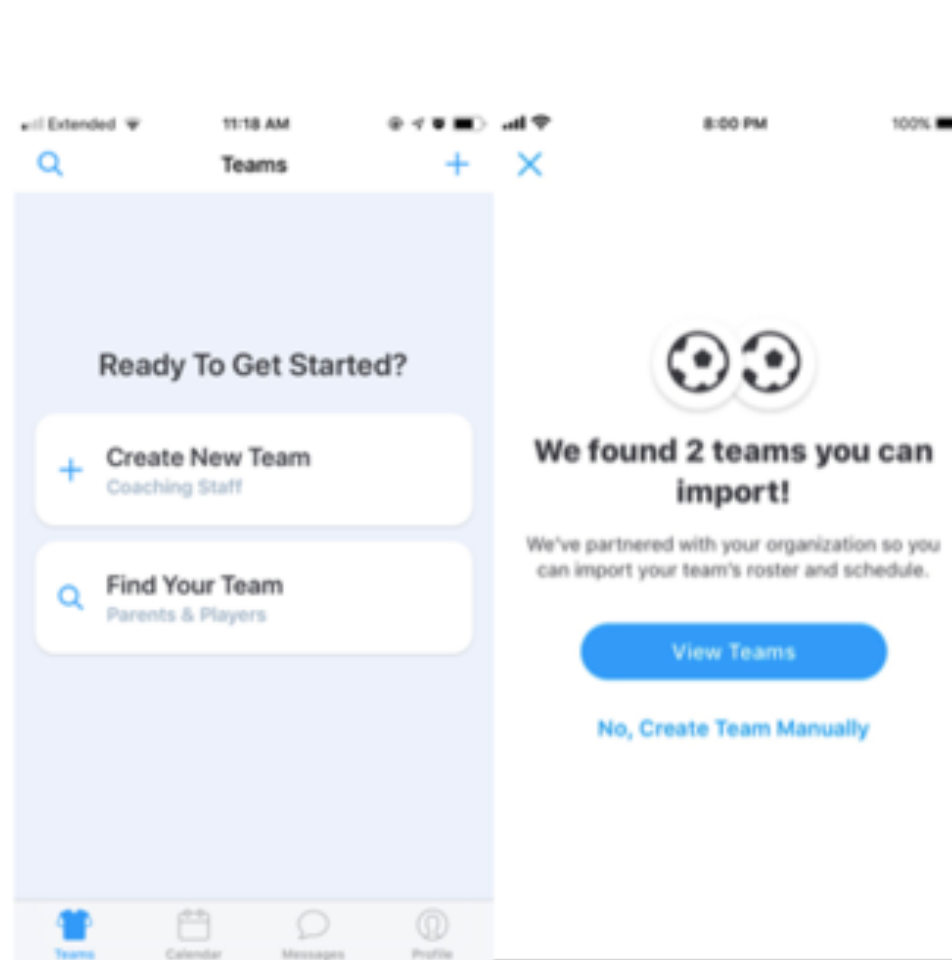
Dick's Team Manager app from the [App Store \(iOS\)](#) or [Google Play \(Android\)](#). You will also want to

double check that:

- 1) You are using the same email address for Dick's Team Manager that you use for Blue Sombbrero (DICK'S Team Sports HQ).
- 2) Your team's roster is "posted" to the Blue Sombbrero website.
- 3) You are listed as an allocated volunteer for your team.

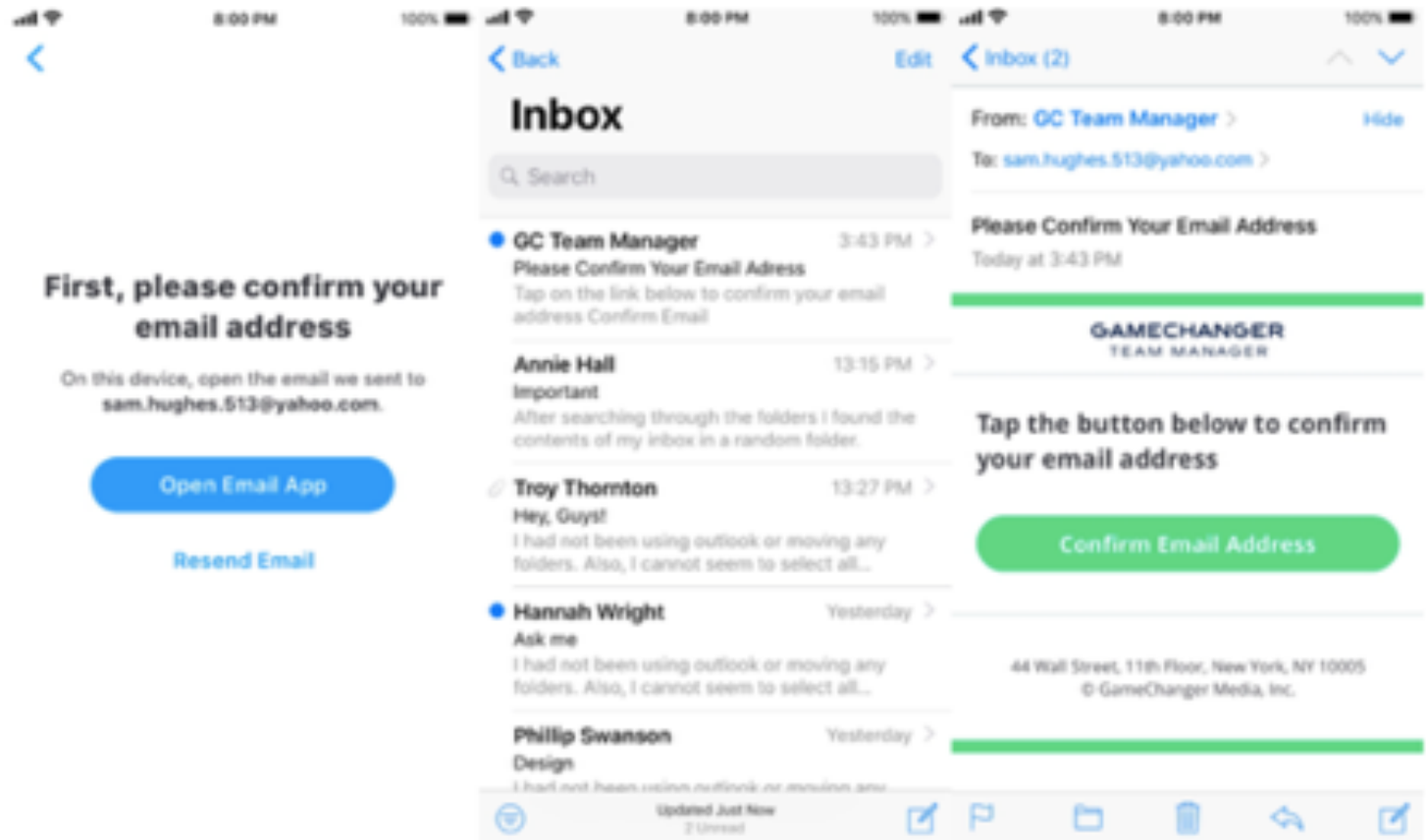
(Cont'd)

Once you are logged into DICK'S Team Manager with the same email address, tap "Create Team," and your team(s) from Blue Sombrero will automatically populate. As a team staff/manager you can select which team(s) you want to import roster(s) and schedules(s) to DICK'S Team Manager.



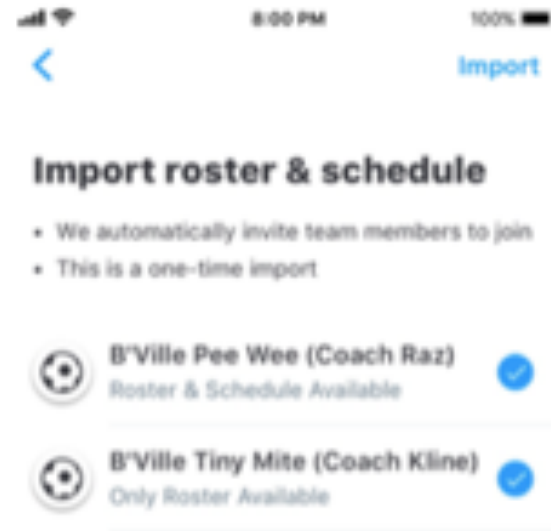
(Cont'd)

You need to confirm your email address before you can view your teams. Click "Open Email App" which will direct you to your email. Then select "Confirm Email Address" and you'll be redirected back to the DICK'S Team Manager app.



(Cont'd)

Once you have confirmed your email address, you can select which teams you want to import. Make sure the teams you want to import have a check next to them, and then tap import in the upper corner of the screen. You will see the status of teams importing at the bottom of the screen.



(Cont'd)

NOTE: Blue Sombrero does not automatically update the schedule in your TM App. The schedule has to be re-imported to the TM app on your phone every time it is changed in Blue Sombrero.

Team staff have the ability to re-import their schedules from Blue Sombrero on demand.

How re-importing schedules work:

- Previously imported events will get updated with the latest information from Blue Sombrero. This means that any notes you've added or edits made on the app will be **wiped out and replaced** with the information on the Blue Sombrero website.
- New events added on Blue Sombrero will be added to the app.
- Deleted events on Blue Sombrero will be canceled on the app.
- Events that were manually created on the app will **not** be affected.

For steps on how to re-import your schedule, please click [HERE](#)

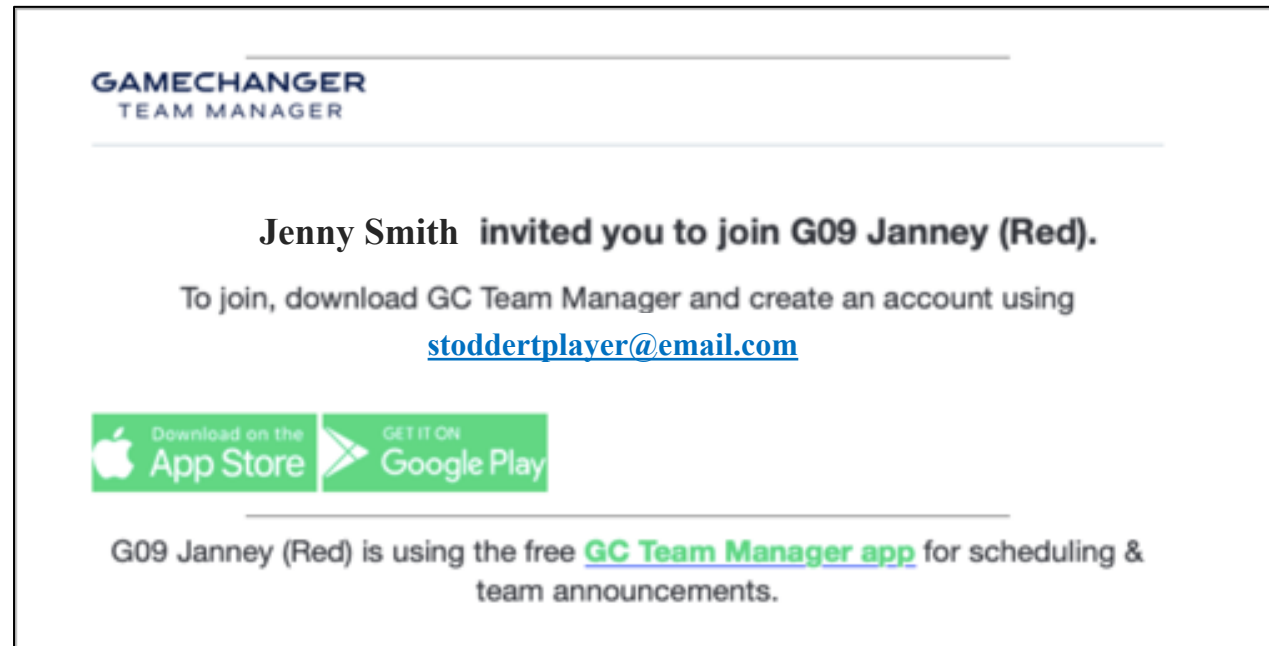
Getting the Most Out of Team Manager

Now that you've imported your team, enjoy these features!

1. Use the calendar function to view your week-by-week schedule
2. Display game AND practice schedules
3. Write a message to your team congratulating them on the big win!

Lastly, Invite Parents to Use the App!

- Send an automated email to the parents inviting them to use Team Manager (AND remind them to sign in using their Blue Sombrero accounts)





Questions?

- Email teammanager@gc.com



Thank You For
Choosing DC
Stoddert Soccer!

...and enjoy the helpful functionality in the
Team Manager app