

Team Management for Coaches, Convenors & Team Managers

PowerUp provides Coaches, Convenors and Team Managers with tools and features to support and manage their teams.

NOTE: the PowerUp Club Management (Convenor) system for your club is currently undergoing upgrades, which are expected to be completed in early summer 2014. During this time, you will experience changes in design and layout as you move from page to page. This document will be updated with the introduction of the new designs and features.

Access

Access to Team Management features is only available to approved volunteer users at the club. You can sign up via two methods:

1. **Member Zone:** once logged into the Member Zone, click the Apply Now link on the main menu, complete the application and submit.
2. **Via PowerUp Club Management (Convenor):** PowerUp provides a separate portal for club volunteers. This is where you can sign-up to volunteer (and referee) with the club, as well as access the team management features.

In either case, you must wait on administrative approval of your application before you can gain access to the system.

Web Link

Once the Club has notified you that your access has been approved and that the site is open, use your preferred web browser to navigate to the Club Management system.

You should receive a link in your approval email, or ask your club administrator for the link to the Club Management system.

Browsers & Devices

PowerUp is available on many devices and works with all current browsers

Devices: Desktop and laptop computers, regular tablets and iPads. Note: the system is not yet optimized for use on smart phones and small screen devices. This is part of the current upgrade, and additional functionality will be available to smart phone users soon.

Browsers: PowerUp works with all current browsers, including:

- 1) MS Internet Explorer, versions 9 and above
- 2) Current versions of Chrome, Firefox, Opera and other modern browsers
- 3) Works on PCs and Macs

If you are using an older browser, especially Internet Explorer versions 6 through 8, you will have to upgrade in order to make full use of PowerUp.

PowerUp relies on the use of Cookies and JavaScript. These should be enabled in your browser settings in order to make full use of the system

Logging In

You will be presented with the login page.



Demoville Soccer Club

Welcome to the Demoville Soccer Club
Management System

Sign In

Login:

Password:

[What is my password?](#)



Demoville Soccer Club

To login to your profile enter the email address you used to sign up and your password. If you are using the temporary password assigned with your system approval, you will be prompted to change your password once logged in.

If at any point you forget your password use the “What is my password?” feature.

NOTE: The password reminder will email a temporary password to your email address. Though passwords are sent immediately, it is recommended that you wait at least 5 minutes to receive the email before taking any other action. If you have not received your password, first check your SPAM and/or JUNK folders in your email program.

To create a new profile use the “Sign Up” feature.

Once you have successfully entered your email and password you may be asked to select which season is to be accessed.

The screenshot shows the Demoville Youth Soccer Club interface. At the top right, it says '2014 Outdoor'. Below the navigation bar, there is a 'Welcome' message. A red box highlights a 'Set Your Active Season' dropdown menu with two options: '2014 Tournament' and '2014 Outdoor'. The '2014 Outdoor' option is currently selected.

To access the desired season, click the season required in the *Set Your Active Season* list (highlighted above).

NOTE: If there are no seasons available to you

1. The club may not have opened it for general access
2. You have not applied and/or been approved for access to a particular season.

Consult with your administrator to verify you access.

Seasons

You may be working with teams or events that span multiple active seasons at the club. It is VERY important to ensure you are working within the correct season in order to retrieve or work with relevant information by setting your active season for the desired team(s). Your **Current Active Season** is always displayed onscreen in the upper right hand corner about your name.

Account Settings

Your account and profile information is managed under Account Settings, the ‘gear’ at the end of the menu.

The screenshot shows the Demoville Youth Soccer Club interface. At the top right, it says '2014 Outdoor'. Below the navigation bar, there is a 'Joe Parent' name and a gear icon (Account Settings) highlighted with a red box.

Here you can:

- 1) Manage your profile information and reset your password
- 2) Apply for access to future club seasons
- 3) Sign out of the system

Using the system

The various features available to you are all accessible via the main menu:



The features that are available to you will depend on your role and your club's policies but here are some of the most frequently used:

HOME

Returns you to the home page, which includes the following features:

- 1) Season Selection
- 2) Assignment, event and other notifications

Manage → Team Roster

This will allow you access to the team(s) to which you have been assigned. For convenors, this will be all teams within the division(s) you have been assigned.



Schedule → Event Calendar

View your schedule of events in calendar format. You can also use various filters to refine the presentation results.

Game Calendar - May 2014 - Mini

2013 Previous Month May 2014 Next Month 2015

7 Calendar Print

Mini - All divisions - - All facilities -

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7 6:00 PM ⚡ Centennial Park CP: Mini 2 	8	9	10 10:00 AM ⚡ Centennial Park CP: Mini 2
11	12	13	14 6:00 PM ⚡ Centennial Park CP: Mini 1 	15	16	17 10:00 AM ⚡ Centennial Park CP: Mini 1

Schedule → Build an Event

Team officials can create custom events for their teams like meetings, extra practices, parties and more. These will be included in the player’s schedules and calendars.

Schedule (Reports) → Event Schedule

Provides you with fully schedules for your team(s) to be printed.






Schedule (Reports) → Facility Availability

Your club may choose to publish facilities currently available and unused. This will provide a list of idle facilities that may be available for booking practices and other events. **Note: Your club may choose to not publish this function.**

Players → Player Assessments

Your club may choose to solicit player assessments at intervals during the season. If so, team officials can complete player assessments for later review and analysis.

 [Export](#)





Name	DOB	OSA#	Kicking	Catching	
 Olivia	2006/09/01	31730 ▼ ▼	Save
 Ava Marin	2005/12/20	33563 ▼ ▼	Save
 Alyssa Marie	2005/03/13	32452 ▼ ▼	Save
 Hailey	2006/10/15	32943 ▼ ▼	Save
 Shauna	2006/10/15	32942 ▼ ▼	Save

The details and scoring criteria for Assessments can be custom composed by the club to meet any assessment requirement. **Note: Your club may choose to not publish this function.**

Players → Player Ratings

Player ratings are conducted toward the end of the playing season, and provide a ‘report card’ on your players and the team. Details entered are used in many areas by your club, including the composition and balancing of teams in future seasons.

Player Ratings

U8 Girls ((Non-Tier))		Team: U8G U8 Girls - Team 3 ▼		Preferred Position	Goalkeeper	Category Rating	Rating within Team	Recommend for Tier Group
 Olivia	2006/09/01	31730	<input type="text"/> ▼	No ▼	B ▼	5 ▼	No ▼
 Ava Marin	2005/12/20	33563	<input type="text"/> ▼	No ▼	A+ ▼	1 ▼	Yes ▼
 Alyssa Marie	2005/03/13	32452	<input type="text"/> ▼	No ▼	B ▼	7 ▼	No ▼
 Shauna	2006/10/15	32942	<input type="text"/> ▼	No ▼	C+ ▼	10 ▼	No ▼

Unlike Assessments, Player Ratings are a set structure and rating system, and cannot be changed. **Note: Your club may not require you to input player ratings.**

