# How to Upload Rosters

1. Sign in located in upper right corner

2. At the bottom of the screen hit the classic clubs icon

3. This will take to your program's page which lists all your teams

4. Download the roster template located on the horizontal bar

    a. There are two templates, a blank sheet and one with generic info that does not get display. Choose either one.
    b. The highlighted fields are required.

5. Hit the icon Data import
6. Hit the plus sign on the far right
7. Hit Player Registrations
8. Copy and paste the roster in the box
9. On the map your data screen, the fields marked red are required.  Hit each red dropdown field, this will move the required bubble in the error column to the proper field.
10.     Hit Proceed to next step which will display your roster, if everything looks okay, hit submit.
11.     Go back to your club page, hit your team, hit the plus sign next to rostered players.  There will be a list of the players you uploaded.  Check the players that belong to that team, hit submit.
12.     Not done yet.....go back to the team and under roster players you will see the players, hit the edit button on the right f each player and enter the jersey numbers.