



TEAM WEBSITES/PLAYER PROFILE INSTRUCTIONS

West Chester United SC/Penn Fusion Soccer Academy team pages are managed by team parent volunteers using software provided by Demosphere. The Club expects all the team websites to be professional looking and follow the same protocols as described below.

A. U9-U14 Team Site Basic Set Up:

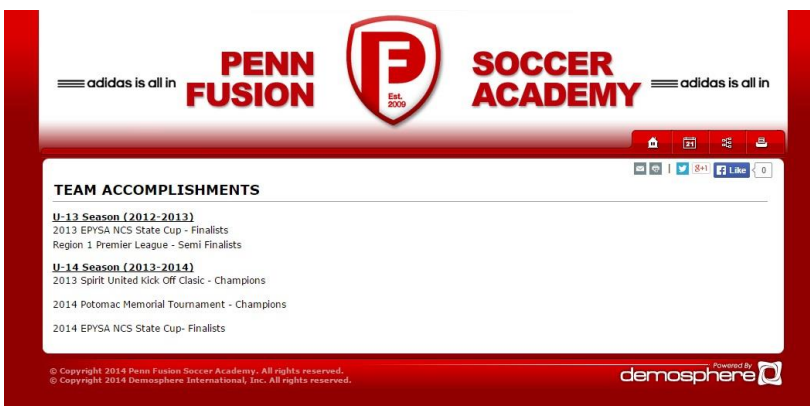


Only Player names may be entered into the roster which will appear underneath the Team Photo.. No jersey numbers, or any other data should be entered for this age group. Player profiles will not be made available at these age groups.

On the left side bar, two Related Links will be available in this order.

1. TEAM ACCOMPLISHMENTS
2. TEAM EVENTS 2014/2015

1. U9-U14 TEAM ACCOMPLISHMENTS Set Up:



U9-U18 TEAM ACCOMPLISHMENTS must be listed by season with the most recent season listed first. Please note all Championships, Finalist (2nd place) and Semi Finalist accomplishments.

No event logos should be used in this area.

2. U9-U18 TEAM EVENTS 2014/2015 Set Up:

adidas is all in

**PENN
FUSION**



**SOCCER
ACADEMY**

adidas is all in



TEAM EVENTS 2014/2015

DATE	EVENT	LINK TO SCHEDULE
Nov. 21-23, 2014	Bethesda	
Nov. 28-29, 2014	PDA Showcase	
Dec. 6-7, 2014	PA Classics	
March 6-7, 2015	Annandale Premier Cup	

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The TEAM EVENTS section of the website should list all events in date order. Once schedules are posted, a link should be inserted to allow easy access to the teams schedule at that event.

The title "TEAM EVENTS 2014/2015" will be edited each season to show only the current season.

No event logos, etc should be used in this area.

B. U15-U18 BasicTeam Site Set Up:

PENN FUSION 97 BOYS ELITE TEAM

Team Contact Info

Name	Phone	Email
Head Coach: MATT CARMICHAEL	484-644-7162	matthewcarmichael@hotmail.com
Assistant Coach: RICHARD BERNI		richard@pfausa.com
Manager: COLLEEN WILSON	610-858-6991	wilsoncm2002@yahoo.com

Team Roster

#	Pos	Name	City, State	Roster Note
2	M	Boyd, Christopher "Chris"	West Chester, PA	Graduation Year: 2016
1	GK	Carlton, Christopher "Chris"	Downingtown, PA	Graduation Year: 2016
19	D	Davidson, James	Spring City, PA	Graduation Year: 2016
18	M	Dowds, Brian	Germantown, PA	Graduation Year: 2016
3	D	Fraser, Jacob Patrick	Hartsville, PA	Graduation Year: 2016
12	GK	Frederick, Dev Christian	West Chester, PA	Graduation Year: 2017
17	M	Greene, Ethan David	West Grove, PA	Graduation Year: 2016
4	F	Digger, Alexander	West Chester, PA	Graduation Year: 2016
5	M	Harris, Levi	Downingtown, PA	Graduation Year: 2016
6	F	Namoglu, Aydin Diyas	Chester Springs, PA	Graduation Year: 2016
23	F	Pettus, James	Lincoln University, PA	Graduation Year: 2016
7	F	Petter, Alex	Coatesville	Graduation Year: 2017
8	M	Siva, Tony	Phoenixville, PA	Graduation Year: 2016
9	D	Steeleman, Matthew	Downingtown, PA	Graduation Year: 2016
11	D	Urbanski, Joseph	Chester Springs, PA	Graduation Year: 2016
14	F	Wilson, Austin	Aden, PA	Graduation Year: 2016
10	D	Wilson, Leo	Parkburg, PA	Graduation Year: 2015
15	D	Yacht, Daniel "Danny"	Boyerstown, PA	Graduation Year: 2016

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Player Profiles will be provided for all teams U15 – U18. Player names, position, jersey number, city/state, and Roster Notes must be entered into the roster. Roster Notes should include:

Graduation Year: 2016 or Committed to College Name

On the left side bar, three Related Links will be available in this order.

1. TEAM ACCOMPLISHMENTS
2. TEAM EVENTS 2014/2015
3. TEAM PROFILE BROCHURE

Items #1 and #2 are managed the same as the younger age groups and were already addressed. The third item is the TEAM PROFILE BROCHURE and must be a link to a pdf of the team’s current BROCHURE.

C. ADDITIONAL FEATURES

Demosphere also contains additional features that teams may elect to use. Photo galleries may be used as long as they are positioned below the Team Roster Element.

ECNL Teams will not use Player Profiles on their team site because the Player Profile is already provided by the ECNL. Therefore, ECNL teams can add a link to the the team’s ECNL website in the left hand side bar.

Google Team calendars may also be linked to the left side bar and used if kept current. The use of TeamSnap, however, has made this feature outdated.

D. INSTRUCTIONS FOR MANAGING TEAM WEBSITES

The Team websites should be viewed as two separate areas. The left side bar or “RELATED LINKS” is one area and the other is the Team Roster/Player Profile section which Demosphere calls an Element.

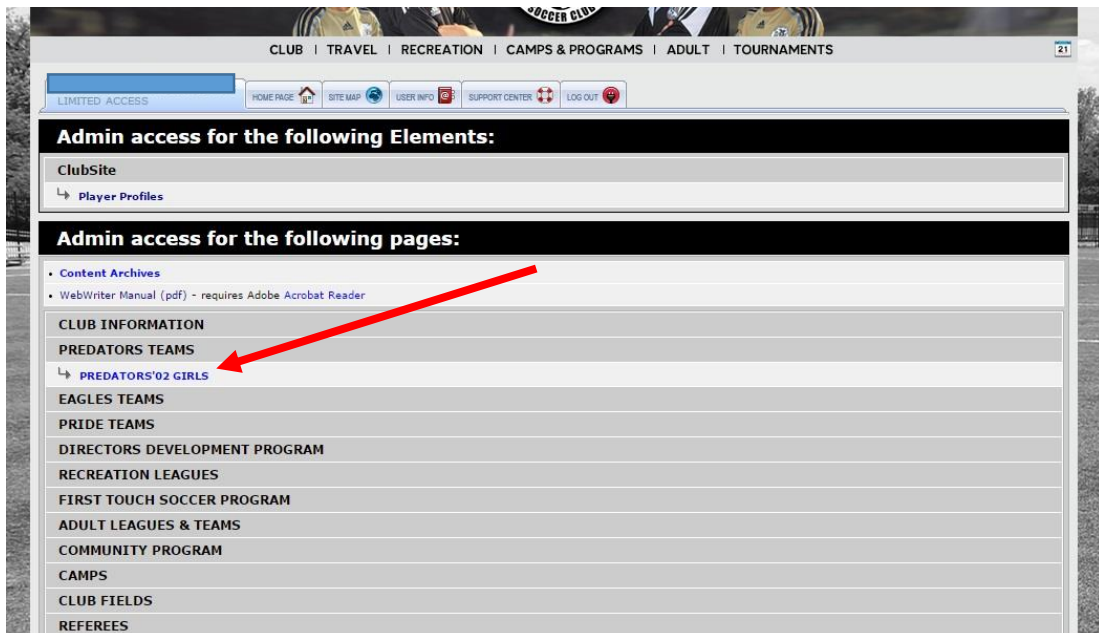
Left Hand Side Links

The Team Roster/Player Profile Element

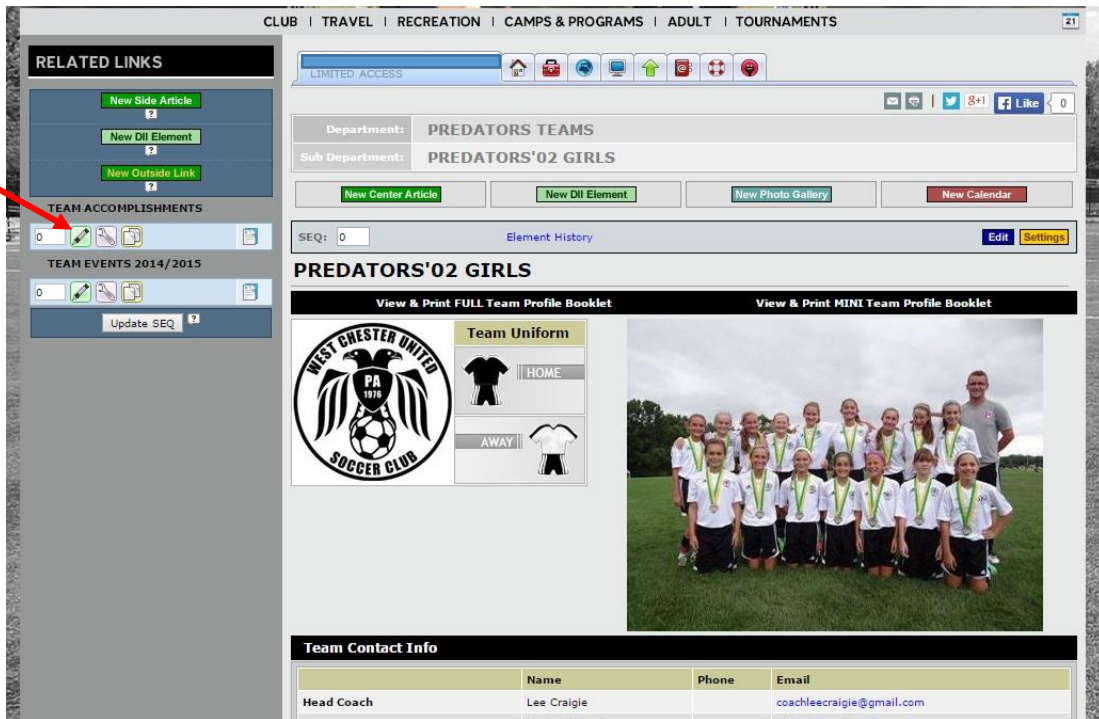


To access the website login page for the Left Hand Side Links area, please type in the following website into your browser:

Enter your username and password as provided by your Administrator (WCUSC: Diane Moran; PFSA: Diana Urbanski)



Click on Team Name to access the team page.



From here you can edit the "RELATED LINKS" items by clicking on the pencil icon underneath each item.

Editing/Updating the Team Roster:

The screenshot shows the website for Penn Fusion Soccer Academy. At the top, there are logos for Adidas, Penn Fusion, and Soccer Academy. Below the logos is a navigation bar with a home icon, a date (21), and social media icons. The main content area is titled "PENN FUSION 00 ECNL TEAM". On the left, there is a "Related Links" sidebar with links to "TEAM ECNL PAGE", "TEAM ACCOMPLISHMENTS", and "TEAM EVENTS 2014/2015". The main content area has a "Team Admin Log In" link in the top right corner, which is highlighted by a black arrow. Below this, there are sections for "Team Uniform" (with "HOME" and "AWAY" options), "Team Contact Info" (with a table of staff), and "Team Roster".

	Name	Phone	Email
Head Coach	CRAIG BIRTWISTLE	484-883-0078	craigbirtvistle7@gmail.com
Assistant Coach	TINO MUELLER	610-399-5277, ext. 6	tmueller@pennfusion.org
Manager	JENNIFER VOSS	908-229-0916	jenvoss@verizon.net

To access and edit the team's roster you will need to work on the right side of the website under the Player Profile Element. To access this areas, you will need to click on **Team Admin Log in** in the upper right corner of the team website page. Sign in with the email address used to create your team contact account. Click on send pin and one will be sent to your email address or use the pin # given to you by your Administrator.

Click on TEAM PAGE

Click on Roster and then add new players.

The Team Player Profile section is considered an "element" in Demosphere. ***When you are finished editing the Team Player Profile it will not go live until it is REFRESHED.***

REFRESHING AN ELEMENT:

To refresh this "element" you need to sign out the Player Profile Element area and then sign into the Left Hand Side Link area by logging into:

www.wcusc.org/admin or www.pennfusion.org/admin

Click on the yellow setting button on the player profile Element History (located above the team photo) and delete the current element.

Click the New DII Element (light green button) then click the green plus sign next to Player Profile.

Use the drop down menu under Season to get to the WCUSC or Penn Fusion Player Profiles and hit continue.

Choose the correct team from the Place an Individual Team Page drop down menu and save. You may have to scroll to find your team name. Player Profiles are only activated for U15 and older teams.

E. ESTABLISHING PLAYER PROFILES

West Chester United SC/Penn Fusion SA provides player profiles on the team website for their U15-U18 players. The players have access and are responsible for updating their online player profiles. Player profiles can only be updated if their Team Contact has inputted a valid email address for the player. The player must give his/her Team Contact a unique and valid email address for themselves. These email addresses will be used for college recruitment so please make sure they are professional in nature. Jsmith@aol.com is acceptable, coolplayer@aol.com is not.

Player Login

- Go to your team website on www.wcusc.org or www.pennfusion.org.
- Click on your Team. Click on your name on the roster. 'Player Login' can be found under the area for your photo on your team page.
- You login with your email address. Your pin # can be accessed by selecting, "Forgotten your password? Click here."
- Your pin should be emailed to you. Once you receive your pin, you have access to update your player page and may update your information!
- Each player must have a unique email address. If siblings have the same email address listed, neither one of them will be able to login.

Password Retrieval

- From the log-in page, click retrieve password. Your password will be emailed to the email address that is found in the system.

Trouble Shooting

- The players/parents logging in need to use the correct and valid email address that's listed in the system.
- Players must have their own email address saved in their profile in order to gain access. The Team Contact (who has access) is responsible for ensuring all the players have their own (or parents/Legal guardians) emails saved to their profiles.

Invalid Email Address/No Password emailed when Requested by Player

- Contact your Team Contact and give them the email you would like to use and they need to go into the system and make sure the proper email is listed with your name.

Directions for Team Contact

- The players/parents logging in need to use the correct and valid email address that's listed in the system. Log in via Team Page and click on the player's name on "team page" then "modify player info".

Player Missing the Green "Log in" button on Public Profile

- Only players with email addresses listed in the system will be able to login. A Team Contact should log in and be sure the player has an email address listed in the system. If the player does not, the players personal email address should be added by the Team Contact as outlined above.

Updates Not Showing up on the Team Page

- Changes made in admin mode may take a few minutes to show up on the public side because the web page needs to regenerate a new static version of the page.