



TEAM MANAGER DOCUMENT

Important information for team managers.

Websites

- AC Delray Rush where you can find Club Account login, Travel Forms, Uniforms, link to the Club App. www.acdelrayrush.com
- South Florida United Youth Soccer <https://sfuysa.com/declarations.php>
- Palm Beach Soccer League <http://palmbeachsl.com/>
- Gotsoccer, for team accounts, manager accounts and coach accounts https://www.gotsport.com/asp/users/login_menu.asp
- FYSA <https://www.fysa.com/>
- Florida State Premier League <https://www.fysa.com/events/florida-state-premier-league/>
- Sanctioned Tournaments for 2021/22 <https://www.fysa.com/events/sanctioned-tournaments/>

Communication

- Game schedules and parent email communication should be done through the club app which can be found in the app store under **AC Delray Soccer**. Parents will need to use their club account login information to sign in to the app.
- Group text threads are also recommended for game day communication in case field number, address or time suddenly changes.
- At times the club may send an email to a team manager that needs to be sent to the parents of that particular team. For example sideline behavior during games.

League Schedules and Game Changes

- Coaches/team managers are responsible for game changes for each team
- Home games must be approved by the Travel Director for field space reasons
- Away games are at the discretion of the team and their schedule
- All game changes must be officially approved at least 72 hrs prior to kickoff time

Home Game Change Procedure

- Contact the Travel Director to let them know you need to move a game. Give the game number, date of game and time.
- Travel Director will give you 3 dates, with times, to which the game can be moved.
- Contact the opponent letting them know you need to move the game and give them the 3 options provided by the Travel Director.
- Once they pick an option, confirm the change with the Travel Director.

- For PBSL changes to schedules will need to be entered into the [Gotsoccer Team Account](#) under the specified league.
- For SFU all changes will be added to the system by the Travel Director. For SFU all changes need to be accepted by the opponent before they will show in the teams schedule.
- If for whatever reason a team is unresponsive please let the Travel Director know as soon as possible to help resolve the situation.

Team Forms

- All team forms need to be collected by the team manager. Forms can be found on the club website under the Travel Soccer tab. Forms are Parent/Player Handbook, Medical and Photo Release. [LINK](#)
- Once all forms are collected please add them to either a zip folder or Google Drive folder. Then send or share with nick@acdelrayrush.com
- This also applies to players headshots or birth certificates

Game Procedures

- Coaches/Managers are responsible for all game procedures for any league their team plays in. The Club will provide links or manuals for each league at the beginning of the season.
- Each League game will require Rosters, Player Passes and Referee Money.
- Coaches can choose to keep all of the above with them for games or designate to the team manager.
- Coaches/Managers are responsible for communicating with parents regarding Jersey colors, meet times for all games, usually 45 minutes before kickoff.
- Coaches/Managers are responsible for reporting any issues that occur during the game. Red cards for either team (coach, player or parents), yours or your opponent, must be reported to the Travel Director within 24 hours. This will require any paperwork from the referee, game reports, rosters be submitted electronically to the Travel Director. Send to nick@acdelrayrush.com

Referees

- Coaches/Managers should report any issues with referees as soon as possible home or away. Bad calls do not count as issues.
- Managers should help to identify any potential referee abuse to the Travel Director asa.

League Fines

- The team as a whole will be responsible for any “no show” fines that occur for games. These fines will occur if the team does not show up for a scheduled game without prior communication with the opponent. To avoid the fine this prior communication will have to be before the day of the game, typically at least 72 hours before the scheduled kickoff for local games and 7 days in advance for higher level Regional or State games.

Tournaments

- All tournaments must be approved by the Director of Travel Soccer. All tournament fees are covered by the team.
- Tournaments for 2020/21 <https://www.fysa.com/events/sanctioned-tournaments/>



Getsoccer Team Account Instructions

Login. https://www.gotsport.com/asp/users/login_menu.asp

Make sure to login to Team Account. ****Red Arrow****

Member Account Universal Account

Member Account Login

Injuries happen. Imagine if refunds did too. **Can't play? Don't pay.** [Get Covered](#)

Don't want to create a GotSoccer Universal Account?
Login directly to your existing member accounts below.

Organizations Directors, Registrars, States & Assignors Login	College Coaches Search player profiles and register to attend events. Login
Teams & Team Officials View and print rosters, schedules, game cards, and submit risk management reports. Login	Players & Families Players & Parents - update your contact information and find forms. Login
Referees & Assignors Create and verify assignments, and submit game reports. Login	Event Scheduling/Scoring Leagues & Tournaments Scheduling Scoring Input

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HOME RANKINGS ▾ EVENTS VIDEOS GOTFUN SUPPORT ▾ LOGIN

Member Account Universal Account

Member Account Login

Injuries happen. Imagine if refunds did too. **Can't play? Don't pay.** [Get Covered](#)

Team Account	Individual Coach	Individual Manager
Username <input type="text"/>	Username <input type="text"/>	Username <input type="text"/>
Password <input type="password"/>	Password <input type="password"/>	Password <input type="password"/>
Login	Login	Login
Team Account Lookup	Coach Account Lookup	Manager Account Lookup

New to GotSoccer?
[Create Your Account](#)

Find the event you are playing in. For example PBSL 2020 Late Season

FLORIDA YOUTH SOCCER ASSOCIATION

Soccer >> Teams

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Permission to Travel Analytics

Girls U10 2011 Girls Academy - Event Registration History

Registration Status Event Name [Apply Filters](#)

Items 1 - 6 of 6

Name/Date	Type	Status	Applied	Accepted	Paid	Notify	Roster	Schedule	eTravel	Support	Misconduct:Y/R
PBSL 2020/2021 Early Season 8/10/2020 - 9/13/2020	League	Applied	08/13/2020	No	No		Default	TBA	Request	Request	
2020-2021 FYSA Registration Event 8/1/2020 - 7/31/2021	Registration	Accepted	08/07/2020	Yes	No		Default	N/A	N/A	Request	
PBSL 2020 Late Season 2/14/2020 - 6/1/2020	League	Applied	01/20/2020	Yes	Yes		Default	View	Request	Request	
2019 Early Season Playoffs 11/8/2019 - 11/10/2019	Tournament	Accepted	11/01/2019	Yes	No		Default	View	Request	Request	
PBSL 2019 Early Season 9/7/2019 - 11/8/2019	League	Applied	08/12/2019	Yes	Yes		Frozen (9)	View	Request	Request	
2019-2020 FYSA Registration Event 8/1/2019 - 7/31/2020	Registration	Accepted	08/06/2019	Yes	No		Frozen (11)	N/A	N/A	Request	

Items 1 - 6 of 6

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In the event you can find lots of information including the schedule indicated by the red arrow.

FLORIDA YOUTH SOCCER ASSOCIATION

Soccer >> Teams

Home Events Game History Email Team College Search Player Suspensions Help Log Out

My Events Search Events Permission to Travel Analytics

Team Hotels Rooming Sales **Payment** [Schedule](#) [Requests](#) [Misconduct](#) [Guests](#) [Support & Feedback](#) [Roster](#) [Documents](#) [Analytics](#)

PBSL 2020 Late Season

2/14/2020-6/1/2020

[Print Completed Application](#)
[View Published Event Pages](#)

Application Information

Event: PBSL 2020 Late Season

Confirmation#: E77889-T1409383

Date Applied: 1/20/2020 12:25:10 PM

Last Updated: 2/11/2020 10:16:19 PM

Group: Girls U9

Club Name: AC Delray

Team Name: [2011 Girls](#)

Team State: Florida

Prev Year Record: Wins Losses Ties

Team Colors:

Alt. Colors:

Preferred Division:

Player ID Numbers:

Team Communication Preferences
At least one contact below must be made available for the Team Chat and Team Contact function.

Team Contact
 Team Coach
 Team Manager

Guest Player Preferences
 Allow unassigned Guest Players to email manager and coach (if available)

[Save](#)

Contact Information (This Event)

Copy from Team Contact

Organization:

Contact Name:

Address:

City:

State:

Zip:

Country:

Email:

Phone:

Phone 2:

Mobile:

Mobile Text:

Fax:

[Save](#)

Manager Information

[Update Manager Information](#)

Manager Name: Nick Hindhaugh

Address: 1886 nw 9th street

City: boca raton

State: FL

Zip: 33486

Country: US

Email: nick@acdelrayrush.com

Phone: 5618663319

Phone (2): 5618663319

Mobile Text: 5618663319

Fax:

Once in the schedule you can download and print the game roster/game card (2 copies per game) indicated by the red arrow on the left side of the image below. You can also find the chat feature which links you directly with the other teams coach and manager. This chat button would be the preferred method of communication for Leagues like Palm Beach Soccer League and Florida State Premier League.

The screenshot shows the Florida Youth Soccer Association website interface. At the top, there is a navigation bar with 'Soccer >> Teams'. Below that, a secondary navigation bar includes 'Home', 'Events', 'Game History', 'Email Team', 'College Search', 'Player Suspensions', 'Help', and 'Log Out'. A third navigation bar contains 'My Events', 'Search Events', 'Permission to Travel', and 'Analytics'. The main content area is titled 'PBBSL 2020 Late Season' and 'Girls U9 AC DELRAY 2011 GIRLS (FL)'. A yellow banner says 'To view & manage the roster shown on your game cards, click here: View Event Roster'. Below this is a table of games with columns for date, time, home/away teams, location, and actions like 'Enter Scores', 'Report Match as...', 'Chat', and 'Submit Report'. A red arrow points to the 'View Event Roster' button, and another red arrow points to the 'Chat' button for the game on 4/25/2020.

Only official game times and dates will appear. The opponent will need to accept all changes and if they do not accept, the old time and date will still appear. Any team that is unresponsive may require a phone call. Phone numbers can be found by clicking on the chat button. See below. If they are still unresponsive please contact nick@acdelrayrush.com

The screenshot shows the 'Team Communication Dialog' window overlaid on the game schedule. The dialog has a title bar 'Team Communication Dialog' and a close button. Below the title bar, it says 'Message history can be viewed by both teams and event administrators.' There is a 'Send Message' button. The dialog content includes:

- Team Chat: Game # 66
- Event: PBBSL 2020 Late Season
- Division: Girls U9 Girls U8/U9
- Date: 4/25/2020
- Game Length: 50 minutes
- Start Time: 2:00 PM
- Field: Seacrest Soccer Complex 7x7
- Primary Contact: Melissa Vitagliano
- Phone: 0035407357
- Mobile: 6035407357
- Email: Melissa.vitagliano13@gmail.com
- Team Coach: Melissa Vitagliano
- Phone: 0035407357
- Mobile: 0035497357
- Email: Melissa.vitagliano13@gmail.com

 A red box highlights the contact information for Melissa Vitagliano. Below this, there is a message: 'AC DELRAY 2011 GIRLS: Time change request is submitted. Please let me know if it works' with a timestamp 'Sent: 3/19/2020 1:48:25 PM' and 'Read: 3/19/2020 2:40:35 PM'. At the bottom right, it says 'Last Refreshed: 6/15/2020 2:29:36 PM'. The background shows the same game schedule as the previous screenshot.



South Florida United League

Link - <https://sfuysa.com/declarations.php>

Team schedules can be found by clicking the link above.



Declared Teams by Club (Boys & Girls)

[By Division](#)

Filter Clubs A B C D E F G H I J K L M N O P Q R S T U V W X Y Z All

Boys Girls Both Fall League Spring League Early Season Regular Season Complete (6 game) Season Spring Season

AC Delray Rush				
DBS2009MC1	Ac Delray Rush 2009 Boys Elite	Luca Lagana	5615633225	FL_B122
DBS2008MC1	Ac Delray Rush 2008 Boys Elite	Luca Lagana	5615633225	FL_B133
DBS2007MC2	Ac Delray Rush 2007 Boys Elite	Patrick Barthelemy	5619073118	FL_B143
DBS2005MC1	Ac Delray Rush 2005 Boys Elite	Pablo Toledo	5615105445	FL_B102
DBS2004MC1	Ac Delray Rush 2004 Boys Elite	Clem McAuley	5616996697	FL_B172
Total DBS Teams: 5				

Azzurri Storm				
ASS2009MC1	Azzurri Storm 09 Boys Purple	Mark Wilkinson	2395710236	FL_B122
ASS2009MC2	Azzurri Storm 09 Boys White	Elio Eichelbaum	(201)602-0397	FL_B123
ASS2008MC2	Azzurri Storm 08 Boys Purple	Getty Pierre	2395371157	FL_B133
ASS2007MC2	Azzurri Storm 07 Boys White	Dayne Atkinson	2396827305	FL_B142
ASS2006MC2	Azzurri Storm 06 Boys White	Jonathon Marquez	417-619-7806	FL_B152
ASS2005MC1	Azzurri Storm 05 Boys Premier	Elvis Aldana	239-595-0856	FL_B161
ASS2005MC2	Azzurri Storm 05 Boys Purple	Dayne Atkinson	2396827305	FL_B162
ASS2011FC1	Azzurri Storm 11 Girls Purple	Joseph Distaffen	585-489-7054	FL_G102
ASS2010FC1	Azzurri Storm 10 Girls Purple	Jonathon Marquez	417-619-7806	FL_G112
ASS2009FC1	Azzurri Storm 09 Girls Purple	Gabriele Galanti	848-482-9550	FL_G122
ASS2008FC1	Azzurri Storm 08 Girls Purple	Paul Williams	2392273534	FL_G132

Once you find and select your team you will see your teams games listed by date. Each game will have a game number, field location, time and an opponent.

Any game change requests would need to be communicated with the other teams. Team contact information can be found under the Club Name (alphabetical order on the website). Scroll down and find the team you need to contact. If you click on the coaches name, a box prompting an email will pop up. When you contact the team make sure to reference our team and the game number.

For **South Florida United League** all changes will be added to the system by the Travel Director. For SFU all changes need to be accepted by the opponent before they will show in the teams schedule.

If you have any other questions please let me know.

Nick Hindhaugh
nick@acdelrayrush.com