

## PRINTING GAME DAY ROSTERS IN 2017

For the Fall 2017 soccer season, SYSA coaches will continue to use printable rosters for game sheets instead of the hand-written, triplicate forms used in the past. **Each week, you should print THREE copies of the Game Day Roster and bring them to the game:** one for the referees, one for your opponent, and keep one for yourself.

If your club uses **Bonzi** for player and team registration, **use the instructions below.**

### Roster Printing Using Bonzi

Game Day Rosters should be printed from your BonziTeam website. To access your team's BonziTeam page, your club registrar would have first needed to enable BonziTeam for your team. This will have triggered an invite code to be sent to you via email from BonziTeam. You must accept this invite to see the Fall 2017-2018 team under your BonziTeam login. If you did not receive this invite code **contact Bonzi phone support** at the numbers listed at the end of this document.

Access this site by logging in with your Bonzi username and password at [www.bonziteam.com](http://www.bonziteam.com). Once logged in to your team's BonziTeam page, you will see a menu on the left side that includes Roster, Schedule, Announcements, etc.

To print your Game Day Roster from BonziTeam, follow these steps:

1. Go to the **BonziTeam** website: [www.bonziteam.com](http://www.bonziteam.com)
2. Click the small 'Sign In' button in the top right corner of the home page. Your team dashboard will load.
3. From the menu on the left side of the page, select 'Roster'. The team roster will drop into the column in the middle of the page. If you want the team numbers pre-printed (versus writing them in by hand) follow the process below before printing the roster.
4. Click the 'Print Rosters and Medical Releases' button at the top of the roster. A drop down menu appears with printable options for rosters.
5. Select the 'Official Bonzi SAFE Roster'.
6. A game roster in .PDF format is produced that you can download and print.
7. Please bring three copies to the game – one for yourself, your opponent, and one for the referee.

**NOTE: If you have a U16 or older team** with a roster greater than 18, cross out the names of any players on the roster who won't be participating in the game that day. Be sure to give the correct player cards to the referee as well.

### Entering Player Jersey Numbers Using BonziTeam

BonziTeam gives you the option of putting in jersey numbers for your players.

1. Login into your BonziTeam home page at [www.bonziteam.com](http://www.bonziteam.com).
2. Select 'Roster.'
3. The roster opens into the middle of the page. You can change who is showing by clicking the "View All" button at the top and filtering for just the "Players".
4. Click on a player name.
5. The player 'profile' will open on the right hand side of the page, next to the roster.
6. Select the 'Edit' icon at the top of the column.
7. Scroll down through the fields until you see 'Jersey Number.'
8. Enter the player's number.
9. Click 'Save' at the top of the column, then repeat the process until all jersey numbers have been entered for your players.

## Bonzi Support

Bonzi Sports Software support is available to provide help on any issues related to using their BonziTeam software. If you need any assistance **call Bonzi support at 503-691-9860 or toll free at 866-726-4131**. Regular business hours are from 9am to 5pm, Monday through Friday.

## Roster Printing Using Affinity

If your club is using Affinity as its registration software, use these instructions to print your game day roster.

1. Log in to your My Account page at <http://www.affinity-sports.com/>
2. On the My Account screen, scroll down to the Teams tab, below the family profiles. Click the TEAM INFO link by the Team name.
3. On the page that is displayed, select the **Team Roster** tab.
4. Click the **Print Team Roster** button below the list of players. If you want the jersey numbers pre-printed (versus writing them in by hand) follow the process below before opening and printing the roster.
5. A game roster in .PDF format is produced that you can download and print.
6. Please bring three copies to the game – one for yourself, your opponent, and one for the referee.

**NOTE: If you have a U16 or older team** with a roster greater than 18, cross out the names of any players on the roster who won't be participating in the game that day. Be sure to give the correct player cards to the referee as well.

## Entering Player Jersey Numbers Using Affinity

1. Log in to your My Account page at <http://www.affinity-sports.com/>
2. On the My Account screen, scroll down to the **Teams** section. Click the **Edit** link by the Team entry
3. On the page that is displayed, select the **Team Roster** tab.
4. Click the **Edit Player Team Info** button below the list of players.
5. Enter the jersey numbers in the **Home Jrs#** column. Click the **Save Changes** button.

## Affinity Support

Affinity Sports Software support is available to provide help on any issues related to using their Affinity software. If you need any assistance **call Affinity support toll free at 800 808-7195**. Support business hours are from 7am to 7pm, Monday through Friday and 7am – 3:30 pm Saturday and Sunday.