

TeamSnap Quick Guide

Coach and Team Parent Edition

GPYFA uses TeamSnap to enable quick communication with your team and ensure everyone is always up-to-date.



IMPORTANT: Do not add anyone to the Team. Everyone must register through the website to ensure they have signed all waivers.

TeamSnap App

Download TeamSnap:



Once downloaded, log in to the app with the same account you used to register as a coach.

Contents

TeamSnap App Overview

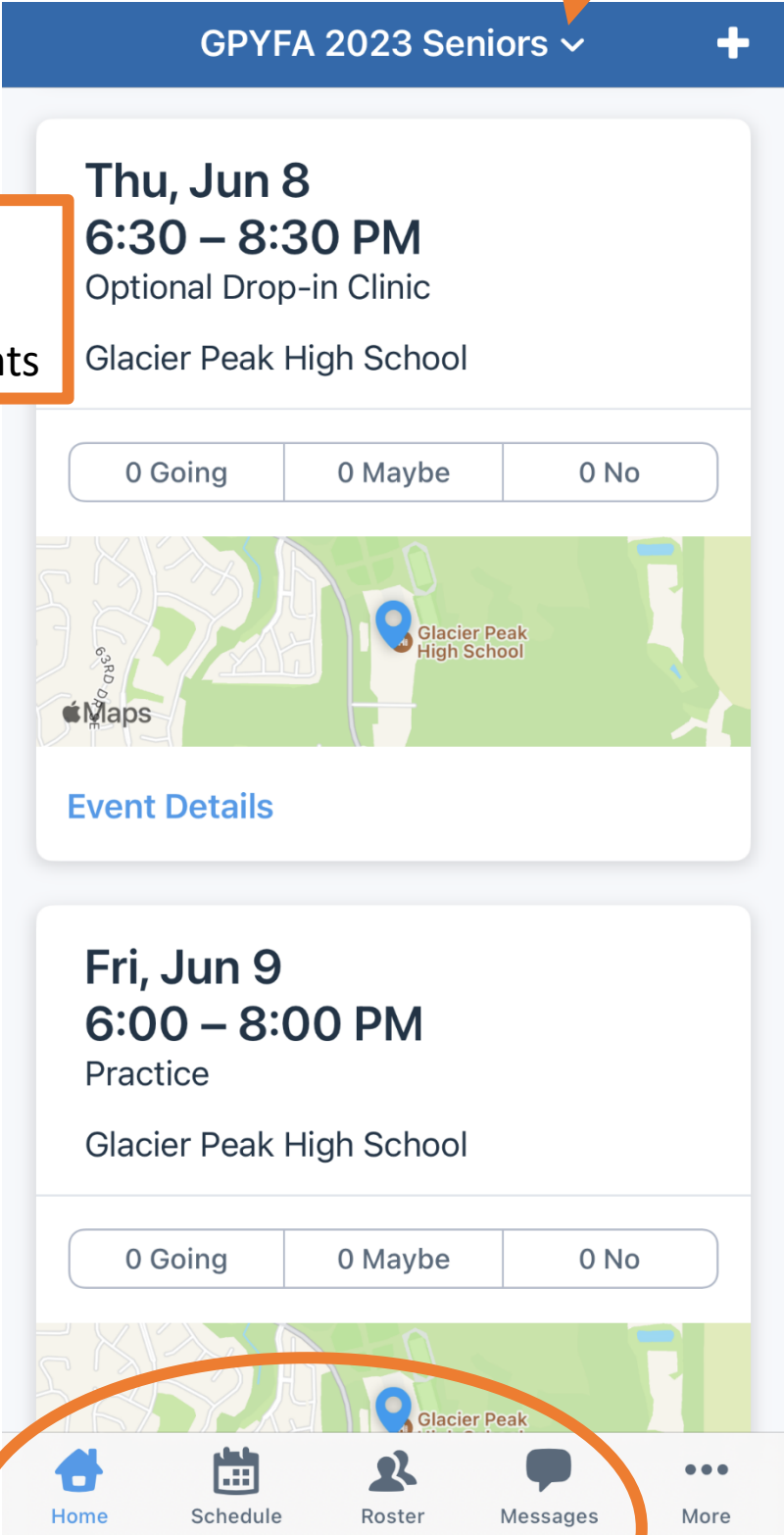
Scheduling and Updating Events

Communicating to the Team

TeamSnap App Overview

Team Selector
Switch between multiple teams

Home View
Summary of upcoming events



App Navigation

Scheduling and Updating Events

There are two levels of events:

- League Events for all GPYFA teams, not editable by teams
- Team-only Events, editable by the team

Events and games will be added centrally through bulk-import as schedules become available.

When scheduling, games will be visible publicly on the website. Be certain practices and team gatherings are scheduled as events.

Add new event

GPYFA 2023 Seniors ▾ +

June

3 Sat 9:00 AM – 12:00 PM
Gear Handout Session 1
TBD

7 6:00 – 8:00 PM

Change existing event

← Back Event Edit

Details Availability Assignments

Glacier Peak

Communicating to the Team

Communication guidance:

- Use TeamSnap, even for email. This ensures all guardians registered are notified.
- **Send email for critical information.** Chat can move quickly and information can be missed.

GPYFA 2023 Seniors ▾

 Chat >

 Posts >

 Emails >

 Alerts >