



Team App

Setting Up and Using the Team App

August 2021

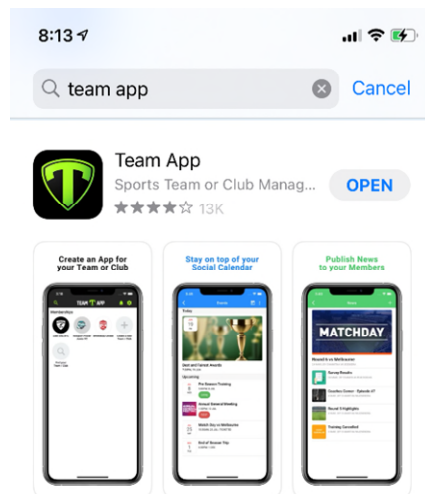
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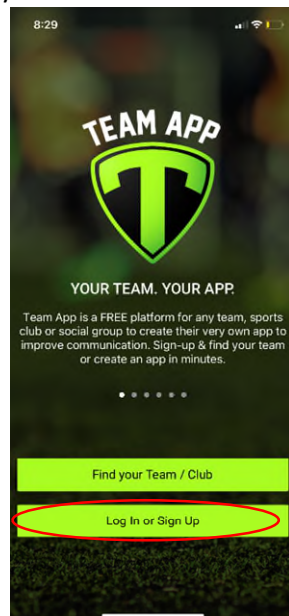
Setting up the Team App

Downloading the Team App

1. Open your phone's application store and search for "Team App"



2. Create your account to access the App by clicking on Sign up

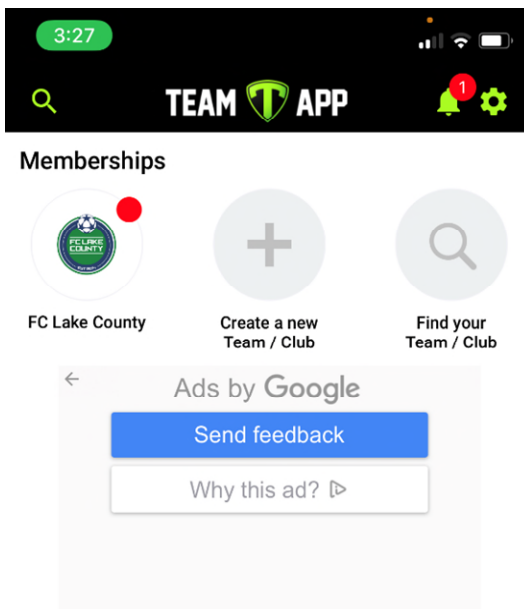


Joining FC Lake County on the Team App

1. Once the App is downloaded and your account is created, click on the magnifying glass icon to search for FC Lake County



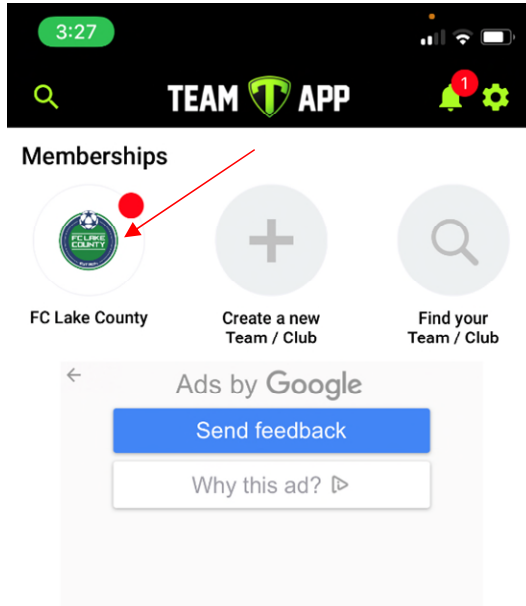
2. Click to join
3. FC Lake County will now appear on your Memberships when you launch the App



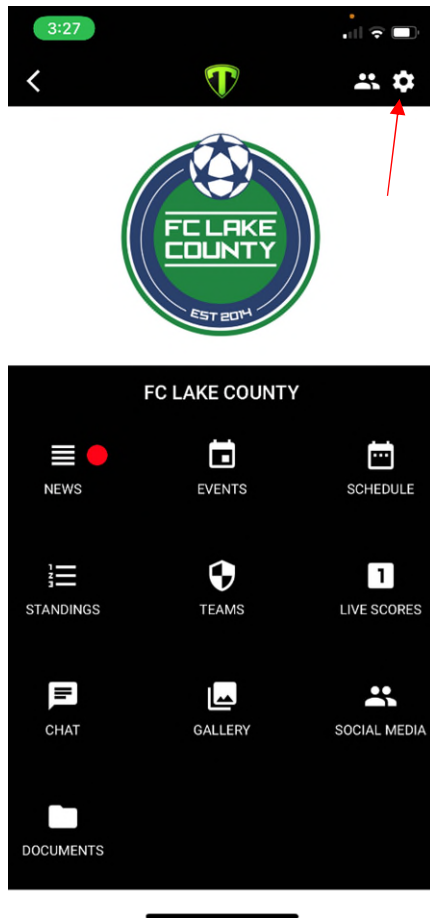
Getting Access to your child's team content

Once you have joined the FC Lake County membership on the App you now need to add your child's team. If you have multiple children playing for FCLC you will need to repeat this step for each child.

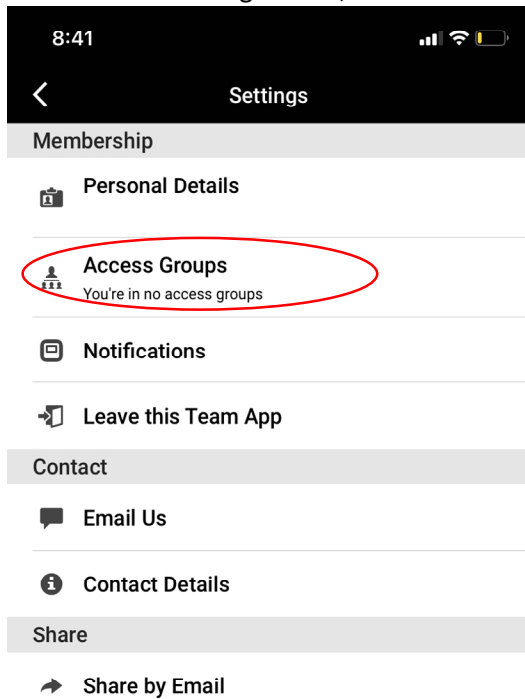
1. Access the FC Lake County icon to get to the FCLC content page.



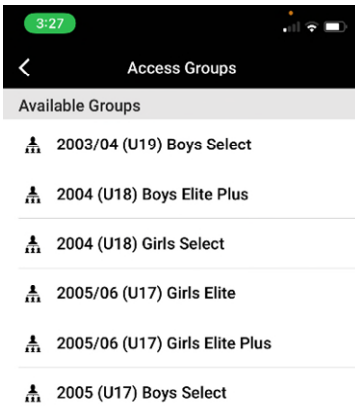
2. Once you have accessed the FCLC Content page you need to click on the gear box in the upper right-hand corner.



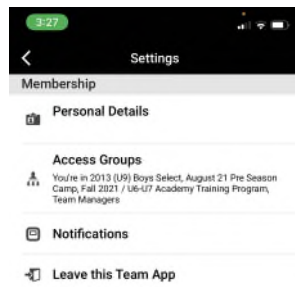
3. Within in the Settings menu, click on the field called Access Groups



4. Scroll through the Available Groups and find your child's team. Click on your child's team to request access.



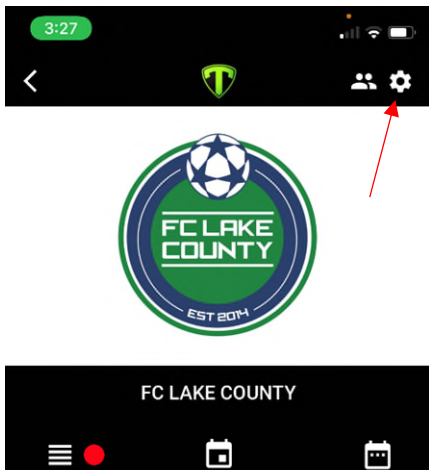
5. Once you are granted access to the team, the team will appear in Available Groups



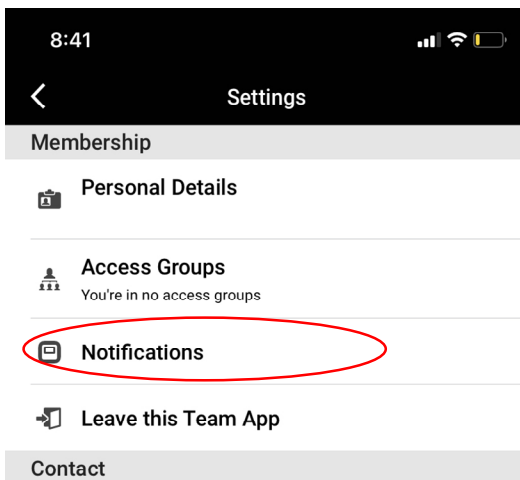
Turning on Notifications

The Team App is the primary FLC method of communication throughout the season. This includes real time updates on practices and games should the coach need to reach the team. To make sure you get all information in a timely fashion make sure you turn on notifications for the App.

1. Click on the settings gear



2. Select Notifications



3. Enable and Save

8:55



Team Notifications

If push notifications are off you will receive notifications via e-mail.

FC Lake County

Enabled

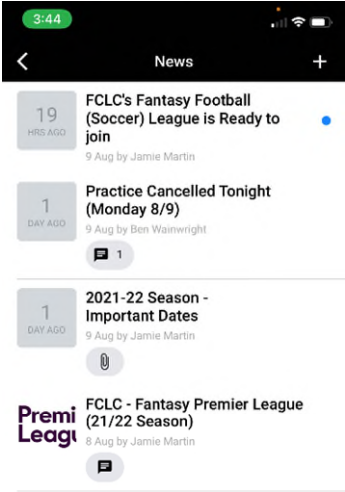
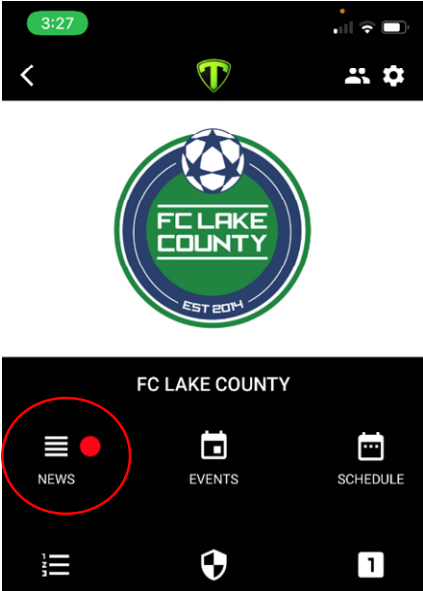


Save

How to Use the App

NEWS

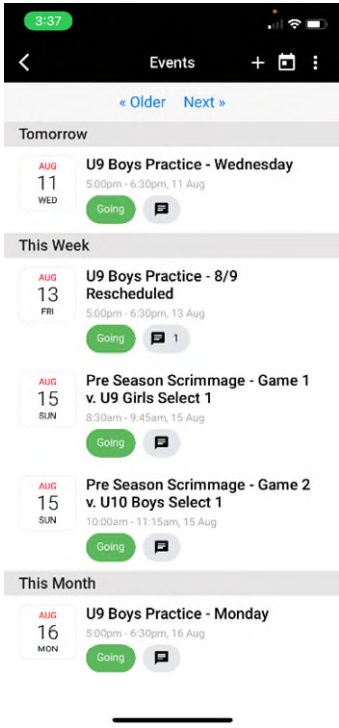
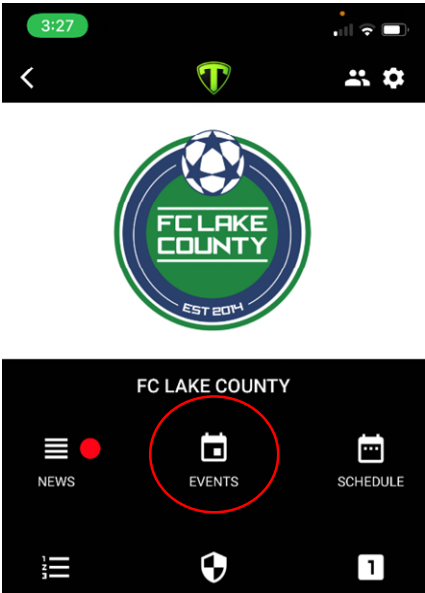
The NEWS feature for announcement and information about FCLC in general and for announcements and information for your child’s team. FCLC Staff, coaches, and team managers will use this function to send out important details throughout the season.



EVENTS

All your child's practices and games will be added as an Event in the App. This is the master schedule for your team and will be where updates are made if dates or times change. Each event will contain details regarding the time, location, and other pertinent details that you need to know.

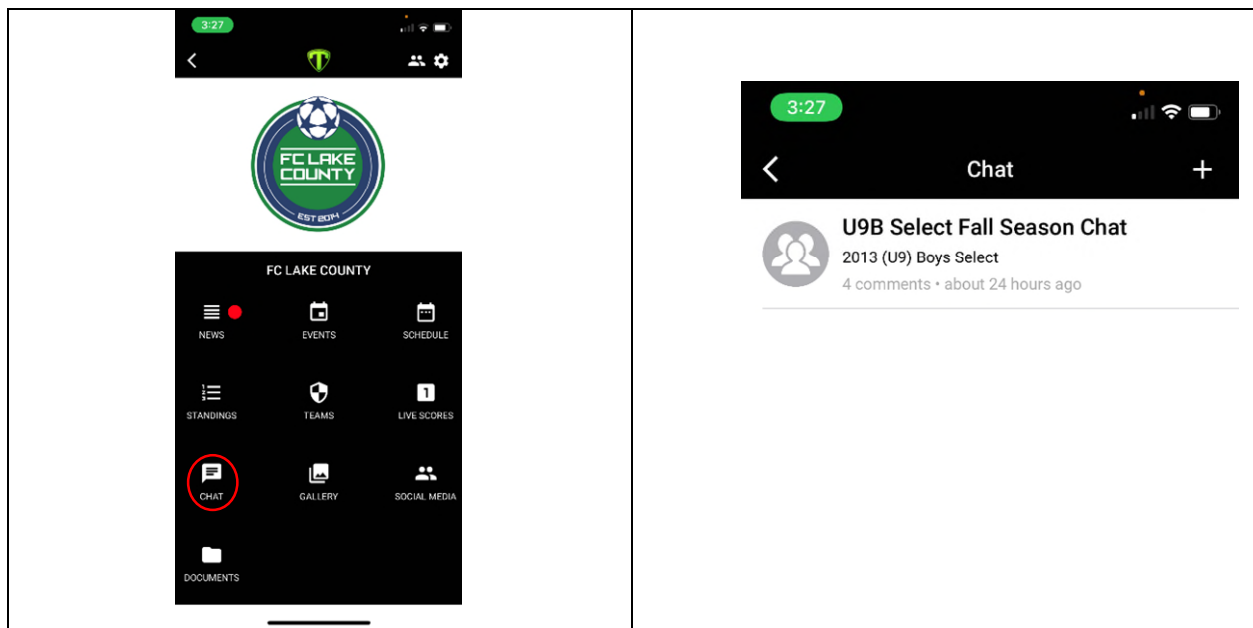
Make sure RSVP to all events 2 weeks ahead of the event!



CHAT

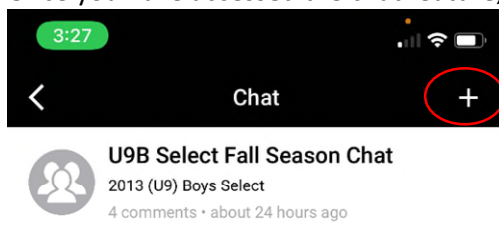
The chat feature will be used by your coach and team manager to communicate with the team as needed.

You can also use this chat to communicate with the other team parents, team manager, or coach should you have a question

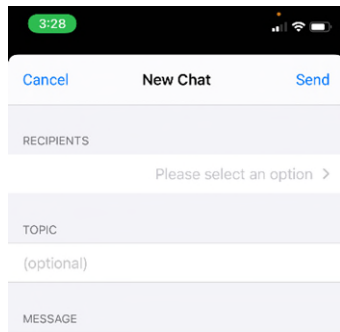


Sending a message to your coach or another individual

1. Once you have accessed the chat feature, click on the (+) to start a new chat

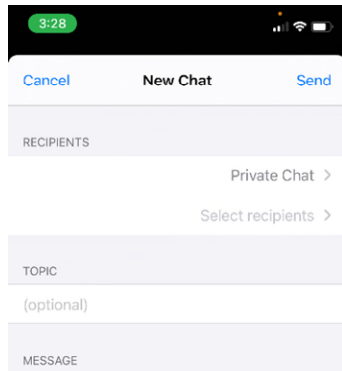
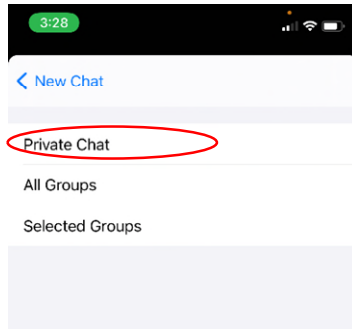


2. Under Recipients, click on Please select an option



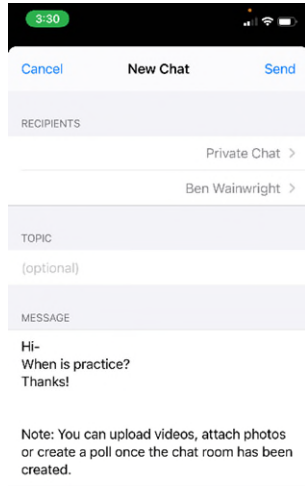
Note: You can upload videos, attach photos or create a poll once the chat room has been created.

3. Choose Private Chat



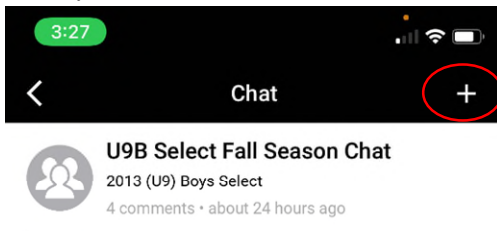
Note: You can upload videos, attach photos or create a poll once the chat room has been created.

4. Click on Select recipients and scroll to find the individual you would like to contact and type your message to send

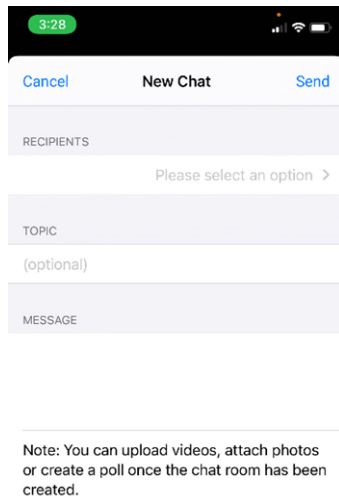


Sending a message to your team

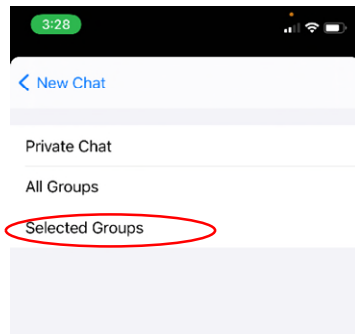
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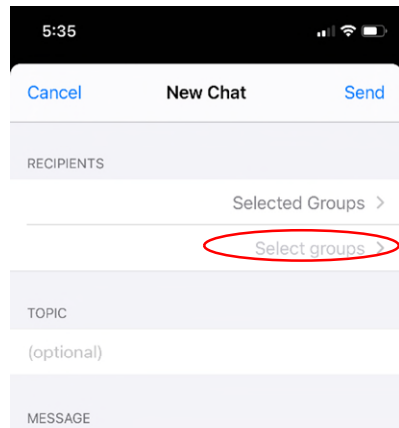
2. Under Recipients, click on Please select an option



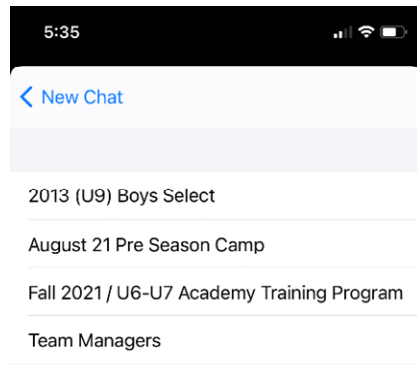
3. Choose Selected Groups



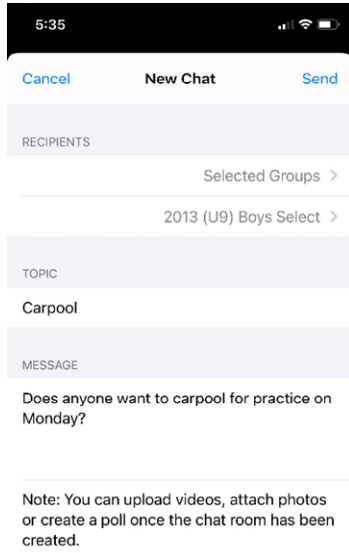
4. Choose the group you would like to contact



Note: You can upload videos, attach photos or create a poll once the chat room has been created.



5. Type your message and send



DOCUMENTS

Important documents regarding the season can be found in this folder.

