



**ALL UNDER ONE ROOF**

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## **Jam On It – Roster Instructions & Information**

1. Teams are expected to follow the steps below to have a completed and verified roster - coaches should complete and print 1 roster & a score sheet for every possible game that the team will play. Teams who do not have a printed roster & score sheets prior to their first game will receive the following penalty:
  - The opposing team will be awarded two points and the ball to start the game.
  - Teams will have until their second game to have a completed roster & score sheets or they will not be allowed to play.
2. Log into your account on play hoops at [playhoops.tournamentsplus.com](http://playhoops.tournamentsplus.com)
  - a. This should be the account & system you used to register for the event.
3. Select the team you would like to begin creating the roster for.
  - a. This can be done from the “Teams” tab located in your account profile. This can be done for each team.
4. Click the “Add AAU Player” button located to the top right of your roster.
  - a. Selecting the event in the drop down menu located to the left of the “Add AAU Player” button will show you if your players are eligible based on the event rules.
  - b. You may choose one of the three offered methods to add players to your roster. If able, it is preferred to use one of the first two methods shown. This will automatically verify if your players have a valid AAU card/membership.
5. Coaches can be added via the “Contacts” tab located to the right of the roster tab. You can select additional roles for individuals, such as Team Managers. You may edit individual roles through the “Contacts” tab as well.
6. Clubs are required to print and bring one completed and final roster for each team to Team Check-In prior to your first game of the event. Print rosters by clicking the “Print Roster” button located at the top of the roster.
  - a. Clubs are also required to print at least one score sheet per game that each team may play. Score sheets populate with your roster information automatically by clicking the “Score Sheets” button located to the right of the “Print Roster” button.

**Please contact Brennan with any issues or if you require assistance.**

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