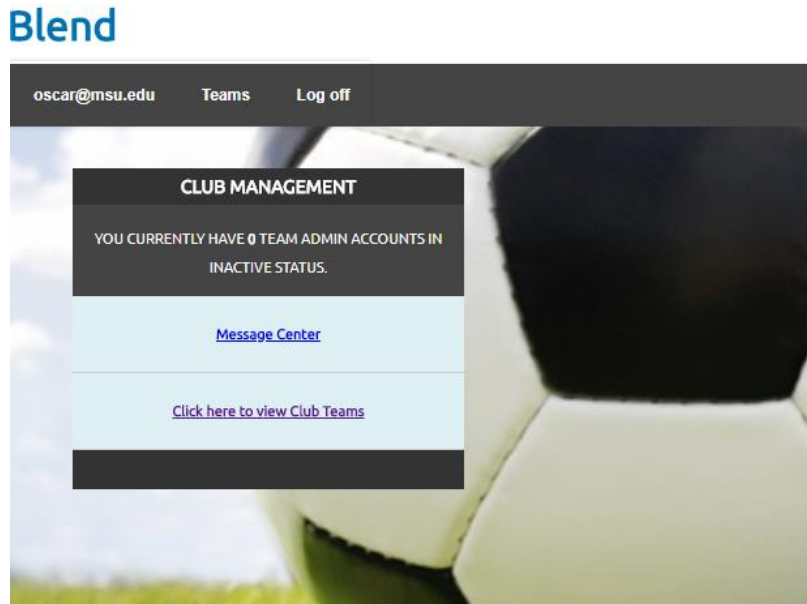


Create teams in Blend Your Game Tutorial

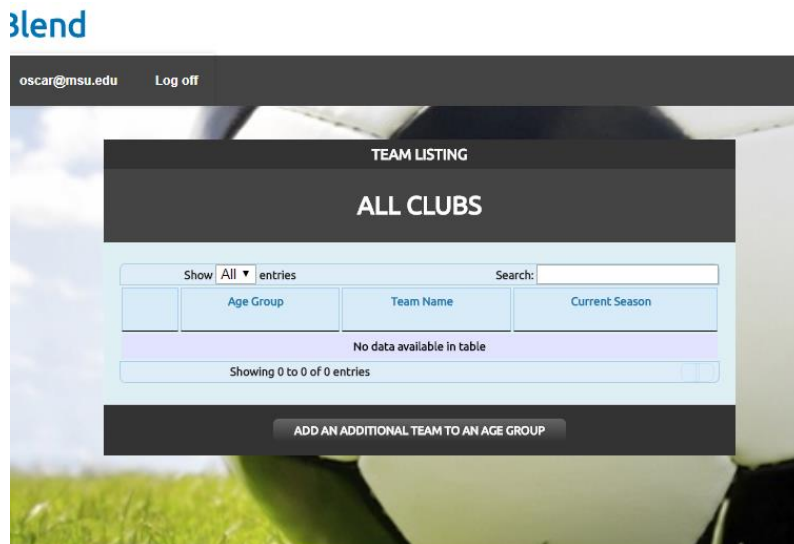
In order to create teams you need to be a club administrator in Blend Your Game (BYG). If you are not one, you need to contact the CASL scheduler (scheduler@caslsoccer.org) so he can set you up as an administrator.

Once you are an admin, these are the steps:

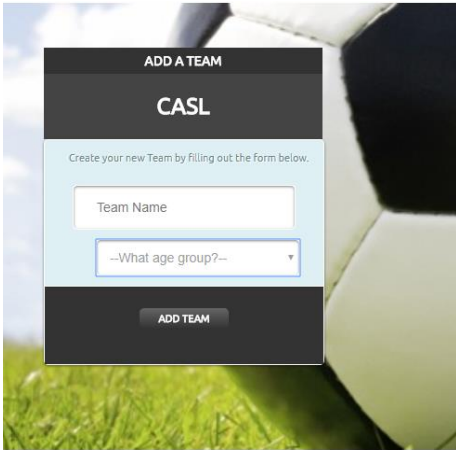
1. If you are a club administrator, when you log in BYG, you will see this screen



2. Click in "Click here to view Club Teams"

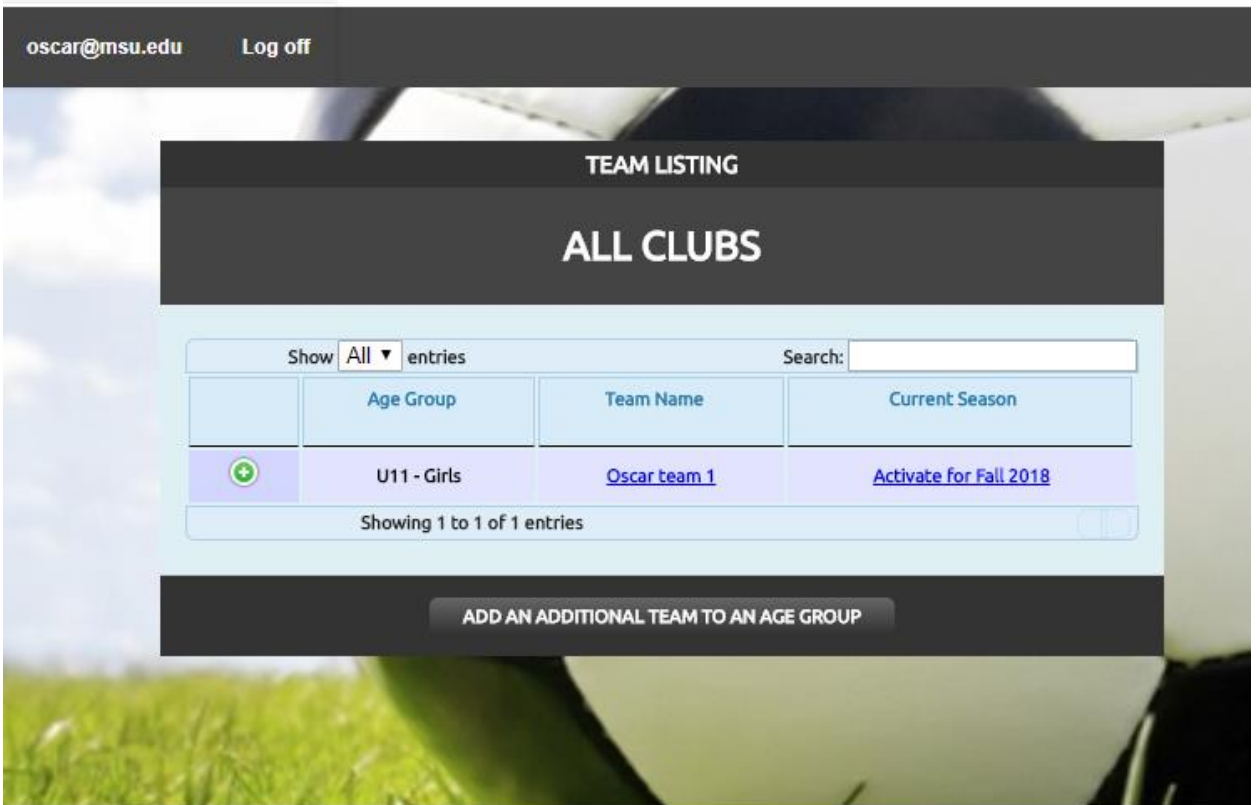


- 3.
4. Click on "Add an Additional Team to an Age Group"



5. Type the team name and select the age bracket. Click in "Add team".
6. The team name can be changed at any time without major problems. What is really important is that you choose the age bracket correctly
7. Once you click "Add team" you will be at this screen

Blend



8. Now click in "Activate for Fall 2018".
9. You will see the small window that says that the team has been activated for this season.
10. Click in the OK button.

oscar@msu.edu Teams Log off

Oscar team 1 has been activated for Fall 2018.
OK

CLUB MANAGEMENT
YOU CURRENTLY HAVE 0 TEAM ADMIN ACCOUNTS IN INACTIVE STATUS.
[Message Center](#)
[Click here to view Club Teams](#)

11. Click in "Click here to view club teams"
12. You should be able to see all your active teams.

oscar@msu.edu Log off

TEAM LISTING
ALL CLUBS

Show All entries Search:

	Age Group	Team Name	Current Season
+	U11 - Girls	Oscar team 1	Fall 2018

Showing 1 to 1 of 1 entries

ADD AN ADDITIONAL TEAM TO AN AGE GROUP

13. Only teams that are listed and in current season say "Fall 2018 " are active and ready to be scheduled.