

The Hastings YMCA partners with Playerspace as a platform for league management, electronic communciation, and to connect players, parents, coaches/captains, fans, and the YMCA Sports Director. We are excited to offer the online software and hope it is convenient & easy to use.

## With Playerspace, you will get:

- 24/7 online access to league information such as schedules, team information, team roster, and program specifics.
- Emails and texts with updates on important program information, including schedule changes and league announcements.
- Automated reminders for games that are specific to each participant/team on Monday and Friday mornings.
- The ability to add the game schedule to your calendar.

# What do you need to do? Just a few easy steps:

- Add notifications@playerspace.com and info@playerspace.com to your email server's safe sender list.
- Download the FREE Playerspace app.
- Login to Playerspace and edit your information as necessary.
- Turn on notifications.

# How do I get on Playerspace?

When you register for a sports program, you are automatically registered with a Playerspace account. There is no need to create a new account. You will receive an email from Playerspace with your login credentials the first week of practice for parents or when the Y adds a coach/captain to the team. This email will also include links to your team page, game schedule, and how to sync the schedule to your calendar on your mobile device.

From there, you can visit www.playerspace.com and click "Sign In" at the top right corner.

# What if I don't know my login credentials?

Prior to the season, parents/coaches/team captains will receive an email from Playerspace with account login details. You can visit playerspace.com and click "Sign In" at the top right corner and select "Forgot Password" if you do not remember your login credentials. Your username will always be the email you provided when registering for a program.

# What if I am not receiving emails from Playerspace?

Be sure to check your junk, trash, and spam folders for Playerspace. If you have already added the email addresses from Playerspace (listed above) and are still not receiving emails, please contact the YMCA Sports Director.

# Can an additional parent be added to receive notifications and view the schedule?

Absolutely! Simply let your coach know that you need to be invited as a "fan" of the team. Your coach will need your email and phone number and you will receive an email from Playerspace with a link that you will need to click on to be added. From that point, you will be added to the team page and have access to schedules and communication.

# For Coaches

Use Playerspace for you and your team's benefit. Immediately after the coach's meeting, login to Playerspace and become familiar with it. You are responsible for the team and this tool will only help you and your team.

# For Adult and Hoops League Teams

Captains will be sent an invite from Playerspace to log in to the team page. <u>The email will technically come from the</u> <u>name of your team.</u> Once you have logged in, invite the members of your team to join as fans. You will need to add their email to send them an invite. Playerspace will send the teammate an invite to the team, and once the invite has been accepted, they will be added to your team and have access to the schedule and notifications.