

## TARLETON STATE UNIVERSITY

 Campus Recreation
## How to: Create an IMLeagues Account

IMLeagues offers a live support button in the bottom right corner of all pages, please use this button or contact Garthon Heath if you encounter any difficulties.

1. Go to https://recshop.tarleton.edu/ and click "intramurals".
2. Enter your information, by using your NTNET Credentials for your username and password and submit.
3. You will be sent to the registration page, fill out the information and activate your IMLeagues account.

## How to: Sign Up for an Intramural Event

1. Log into your IMLeagues account.
2. Click the "Get Involved" button at the top right of your user homepage page
3. The current sports will be displayed. Click on the sport you wish to join and the league you want to play in (Men's, Women's, Co-Rec, Greek Men, Greek Women, Greek Co-Rec, or Residential Co-Rec).
4. Join the sport or event you want by:
5. Creating a Team (for team captains)

- Captains can invite members to their team by clicking "Team Options" and then "Invite Members" link on the team page. Any invited members must accept the invitation to be joined to your team.
- If they've already registered on IMLeagues: search for their name, and invite them. If they haven't yet registered on IMLeagues: scroll down to the "Invite by Email Address" box, and input their email address.

2. Joining a Team

- Find existing teams on the league page and click the "join team" button to send a request to join a team.
- Accepting a request from the captain to join a team.
- Finding the team and captain name on division/league page and requesting to join.
- Going to the captain's player card page, viewing the team, and requesting to join.

3. Joining as a Free Agent

- You can list yourself as a free agent in as many divisions within a league as you'd like. You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team.

