Dear Chatfield Baseball Members,

This week we launched a new website platform for chatfieldbaseball.com.

This platform is powered by League Athletics. Very powerful and will enable us to make use of the internet for our club communication much better than the old platform.

One of the best functions is the ability for YOU, the member, to maintain your information and how you would like to share that information and be notified about events related to our club.

Note: We will be using this platform for emails and text messages (if you subscribe) from this point forward. We would like everyone to follow through and get there information updated by 11/15/2010 so that you do not miss out on any club communication.

Unfortunately I was unable to load your information into the membership area without spending a whole bunch of time as well as trying to guess about the information you wanted.

So, I have prepared some easy instructions and screen shots for getting yourself into the membership area.

Here are the simple steps:

1. Go to Chatfieldbaseball.com
2. On the bottom of the left margin you will see a menu item called "Join Our Email List".
3. Click on that link.
4. You will see the following

Join Our Email List

First Name:	
Last Name:	
Email Address:	

Submit

Join our email list and receive Organization news and announcements.

5.

6. Put in your first name, last name, and your email address

7. Hit the submit button

8. You will then see this…

Thanks for signing up for our mail list. Your email address has been successfully added. Please be sure to mark 'Notification@LeagueAthletics.com' as a trusted sender as our messages will come through this address.

9.

10. Now, click on the link on the bottom of the left margin that says, "Edit My Account".

11. You will see this…

To edit your family's **existing** account information, you'll first need to sign in. If you've previously been issued an account password during online registration, please enter it below along with your email address. Otherwise, submit the form with your email address only and no password. The website will then email you a temporary password to use for sign in.

- **Existing Users** - Enter your email and password.

- **Forgot your Password?** - Enter your *EMAIL ONLY* and your password will be emailed to that address.

Please Sign In

Email: _____

Password: _____

Submit

STOP! Look back at your email address and proofread it.
If you do not type the correct address PERFECTLY, you will not receive an emailed password.

12.

13. Now, you don't have a password yet so to get one please enter just your email address and hit submit. A password will then be mailed to you. When you do this you will see…

The web site has just emailed you a new password. Please check your email for this message and enter the issued password below. You can later change your password to anything you like on a subsequent member information form.

Note to HotMail, MSN Mail and Yahoo Mail users:
Please be sure to check your "Junk" or "Bulk" folder for the password email. The above email providers often incorrectly flag mail from this site as bulk email. If this happens to you, be sure to specify that future mail from this site be placed directly in your Inbox.

STOP! Look back at your email address and proofread it.
If you do not type the correct address PERFECTLY, you will not receive an emailed password.

14.

15. Now you can enter your email address and password to get into the membership area and update your settings. Below is a screen shot of how you should update your information.

16. A couple things to note… You will want to make your information "PRIVATE" unless you want all your information displayed to the general public. I would not recommend this. Also, if you would like to receive text messages in addition to emails when information is broadcast then make sure to select you cell provider. You can then also select if you want reminded of practices and games.

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This should be very simple to setup but if you run into any roadblocks please email Mark Brozovich. Use chatfieldbaseball@gmail.com

Thanks,

Mark