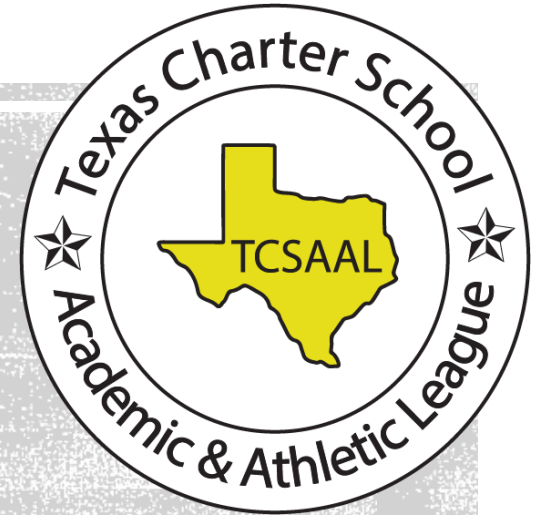
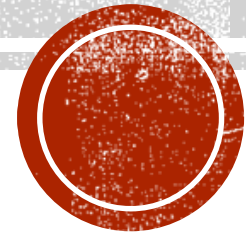


# HOW TO NAVIGATE YOUR TCSAAL REPORTZ COACH ACCOUNT



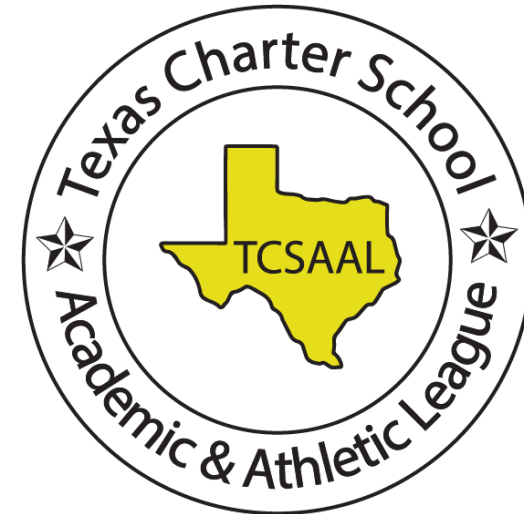
2019 TCSAAL Coaches Conference – August 28, 2019  
Texas Capitol Extension Building – Room E2.002 – Austin, TX



# WHAT IS RSPORTZ?

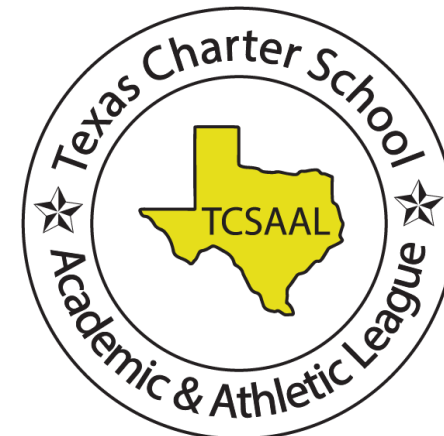


- [www.texascharter.rsportz.com](http://www.texascharter.rsportz.com)
- RSportz is our website partner that helps to bring you everything you need to know for all of your athletic teams
  - Game Schedules & Results
  - Team Rosters & Statistics
- The Website also contains...
  - TCSAAL Handbook
  - TCSAAL Rules & Documents for All Activities
  - Playoff Information for All Activities
  - Archived Seasons and Results
  - TCSAAL News and Announcements

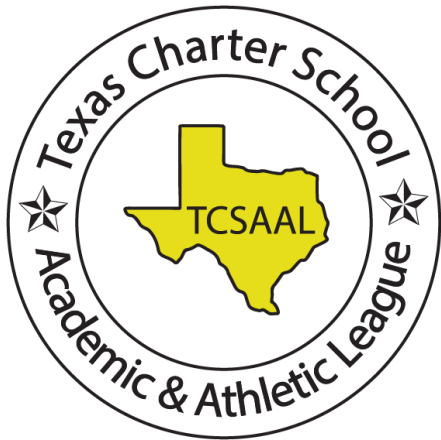



# HOW DO I GET STARTED?

- TCSAAL Assigns the Athletic Director or Primary Contact to each Team
- Automated Notification Emails
  - Account Creation – create a password, personalize your account
  - Each Time You Are Added to a Team – notified each time you are added to a new team
- Once assigned to your team, you can add/edit all of the following:
  - Additional Coaches/Staff – Head & Assistant Coaches, etc.
  - Scorekeepers – in order to submit scores after each game
  - Student-Athletes (Names, Numbers, Positions, etc)
  - Campus/Team Logo – show off your school spirit!
  - Team Colors – communicate with your opponents!
  - Game Results – keep the rest of the region up to date!



# MY MEMBER DASHBOARD









**Texas Charter**

PRIORITY


Account Settings

### Upcoming Games

<b>WED Aug 28 5:00 PM</b> Game #3	<b>FRI Aug 30 5:00 PM</b> Game #5	<b>SUN Sep 01 5:00 PM</b> Game #7
 Austin FC <b>HOME</b>	 Texas Charter <b>HOME</b>	 Mavericks <b>HOME</b>
 Texas Charter <b>AWAY</b>	 Rangers <b>AWAY</b>	 Texas Charter <b>AWAY</b>
Central Texas: Austin TBD - TBD ATX Field 1	Central Texas: Austin TBD - TBD ATX Field 1	Central Texas: Austin TBD - TBD ATX Field 1
2019 Coaches Conference Presentation	2019 Coaches Conference Presentation	2019 Coaches Conference Presentation
Test Division - Coed - Varsity - Central Texas	Test Division - Coed - Varsity - Central Texas	Test Division - Coed - Varsity - Central Texas
Head-to-head stats	Head-to-head stats	Head-to-head stats

### My Memberships


Coach Membership

 **Your Texas Charter School Academic & Athletic League membership is paid and valid**

Download ID Card

Edit Form Data

### My Organizations

 Texas Charter School Academic & Athletic League [Dashboard](#)


### Facebook Connect

Connect your Texas Charter School Academic & Athletic League account with Facebook to share your sports achievements the moment they happen.

Connect with Facebook

### My Registrations

2019 Coaches Conference Presentation - Test Division  
Aug 26, 2019 - Aug 31, 2019  
Test Division - Coed - Varsity - Central Texas

 Texas Charter

Team Info [Edit Form Data](#)

Manage team & roster

[Edit Form Data](#)

Manage team & roster

Texas Charter School Academic & Athletic League


Show Past Registrations

### My Children



# MY TEAM DASHBOARD



**Texas Charter**  
Test Division - 0 Athlete

0  
Played

0  
PLAYED


0  
WINS


0  
LOSSES

0  
TIES


[< Back to Division](#)  
[Team Roster](#)  
[Team Schedule](#)  
[Manage Team](#)  
[Manage Photos](#)


**UPCOMING GAMES**  
**WED Aug 28, 2019**  
Game #3 - 5:00 PM  
Central Texas: Austin TBD - TBD ATX Field 1  

Austin FC


Texas Charter

  
**FRI Aug 30, 2019**  
Game #5 - 5:00 PM  
Central Texas: Austin TBD - TBD ATX Field 1  


Texas Charter

Rangers


  
**SUN Sep 1, 2019**  
Game #7 - 5:00 PM  
Central Texas: Austin TBD - TBD ATX Field 1  


Mavericks



**Roster Additions**  
Add a new: ☒ Youth Athlete ☐ Staff


**Team Image**  
Jersey Home color  Away color   
Team Logo   
Your uploaded team logo would be best at 200 x 200 pixels, .png or .jpg file format, and 500KB or smaller.  
Score Keeper

**Team Staff**  

 **Texas Charter**  
bambambd5@gmail.com

 Coach

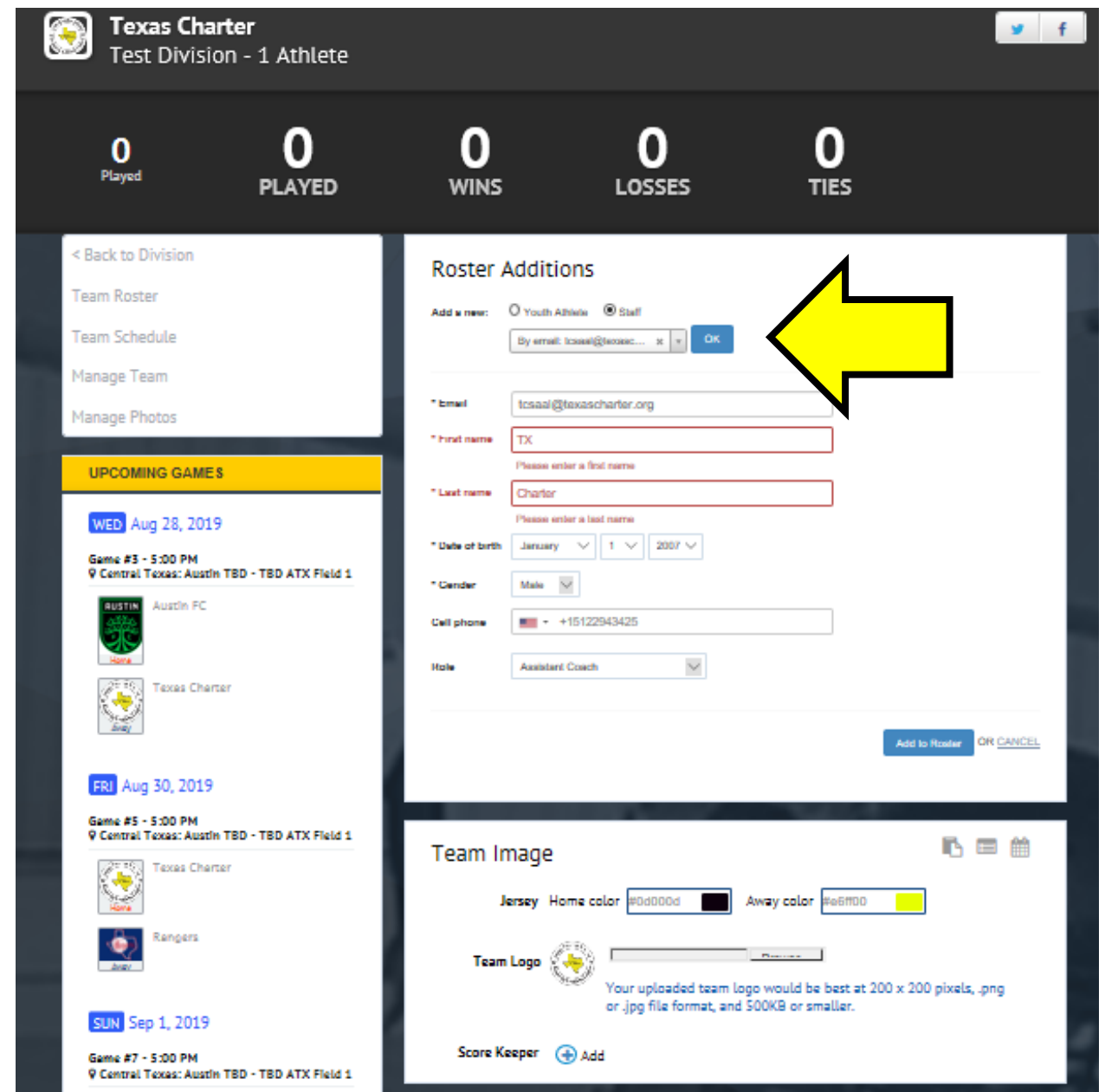
**Ready to Play** 0%    
No Members found

**Sitting Out** 0%   
No Members found



# ADDING STAFF TO YOUR TEAM

- From your Dashboard, click 'Manage Team & Roster' underneath the team you wish to add a Staff Member to.
- On the next page you will see the 'Roster Additions Panel' (see image)
- Click the bubble next to 'Staff' and enter their email address. Click OK.
- Blank Fields will appear to enter their information and to select their role for the team.



**Texas Charter**  
Test Division - 1 Athlete

0 Played 0 PLAYED 0 WINS 0 LOSSES 0 TIES

< Back to Division

Team Roster  
Team Schedule  
Manage Team  
Manage Photos

**UPCOMING GAMES**

**WED Aug 28, 2019**  
Game #3 - 5:00 PM  
9 Central Texas: Austin TBD - TBD ATX Field 1

Austin FC  
Texas Charter

**FRI Aug 30, 2019**  
Game #5 - 5:00 PM  
9 Central Texas: Austin TBD - TBD ATX Field 1

Texas Charter  
Rangers

**SUN Sep 1, 2019**  
Game #7 - 5:00 PM  
9 Central Texas: Austin TBD - TBD ATX Field 1

**Roster Additions**

Add a new: ☐ Youth Athlete ☒ Staff

By email:

\* Email:

\* First name:   
Please enter a first name

\* Last name:   
Please enter a last name

\* Date of birth:

\* Gender:

Cell phone:

Role:

**Team Image**

Jersey Home color:

Team Logo:

Score Keeper:





# ADDING STUDENT-ATHLETES TO YOUR TEAM

- From your Dashboard, click 'Manage Team & Roster' underneath the team you wish to add a Student-Athlete to.
- On the next page you will see the 'Roster Additions Panel' (see image)
- Click the bubble next to 'Youth Athlete' and enter their email address (see next slide for more information) Click OK.

The screenshot shows the Texas Charter Test Division - 0 Athlete dashboard. At the top, there are statistics: 0 Played, 0 PLAYED, 0 WINS, 0 LOSSES, and 0 TIES. Below these are links: < Back to Division, Team Roster, Team Schedule, Manage Team, and Manage Photos. A yellow bar highlights 'UPCOMING GAMES'. The games listed are: WED Aug 28, 2019, Game #3 - 5:00 PM, Central Texas: Austin TBD - TBD ATX Field 1; FRI Aug 30, 2019, Game #5 - 5:00 PM, Central Texas: Austin TBD - TBD ATX Field 1; and SUN Sep 1, 2019, Game #7 - 5:00 PM, Central Texas: Austin TBD - TBD ATX Field 1. The 'Roster Additions' panel is on the right, with a yellow arrow pointing to the 'Add new' section. The 'Add new' section has two radio buttons: 'Youth Athlete' (selected) and 'Staff'. Below is a text input field for 'By email: jb@texascharter...' and an 'OK' button. The 'Parent information' section includes fields for 'Email' (jb@texascharter.org), 'Parent first name' (John), 'Parent last name' (Bucy II), and 'Cell phone' (+15125555555). The 'Child information' section includes fields for 'First name' (John), 'Last name' (Bucy), 'Date of birth' (January 1, 2002), 'Gender' (Male), 'Position' (Quarterback), 'Jersey number' (3), and 'Role' (Team Captain). At the bottom right, there are buttons for 'Add to Roster' and 'OR CANCEL'.



# RSREPORTZ REQUIRES AN EMAIL ADDRESS FOR ALL ADDITIONS TO YOUR ROSTER (PLAYERS, COACHES, ETC.)

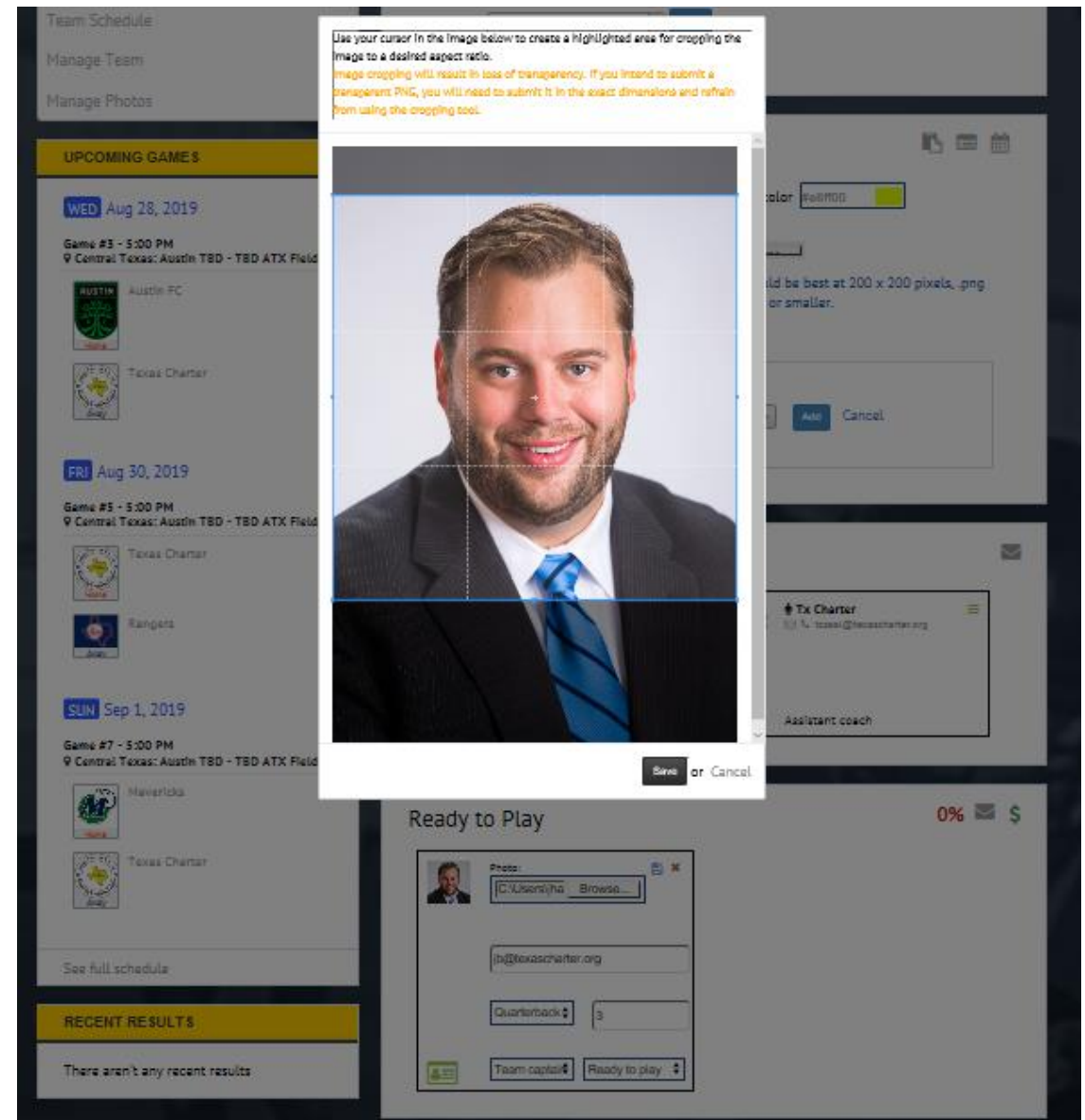
- If you have email addresses for your student-athletes:
  - Enter the email address for the student, Click OK.
  - Blank Fields appear to enter the student's and their parent's information.
  - You can also add a position, role and jersey number for each student-athlete.
  - Click 'Add to Roster' and repeat for each student-athlete.
- If you do **NOT** have email addresses for your student-athletes
  - You can use a correctly formatted, but non-functional email address.
  - Must be unique for each student-athlete.
  - If you are utilizing this method, we recommend using the students name and your campus name in their "email address"
  - Example: johndoe@intelligence.edu





# NEW FOR 2019-2020

- Beginning in 19-20 School Year, TCSAAL mandates that each participant have an image uploaded to the RSpportz roster.
- This should be a headshot, clearly showing the features of the participant's face.
- Once player/coach is added through "Roster Additions" you can add a picture to their account through your Team Dashboard (seen to the right).
- Click Top-Right Corner of the Person you are looking to edit, add picture through "Browse" and click the Save Icon.



# ADDING SCOREKEEPERS TO YOUR TEAM

- Scorekeepers are not added by TCSAAL. They must be added by the Primary Contact/AD to each team.
- From your Dashboard, click 'Manage Team & Roster' underneath the team you wish to add a Scorekeeper to.
- On the next page you will see the 'Team Spirit Panel' (see image)
- Click the Blue (+) Sign next to 'Add' and blank fields will appear to enter your scorekeeper's information.

The screenshot displays the 'Texas Charter Test Division - 1 Athlete' dashboard. At the top, there are statistics for 0 Played, 0 PLAYED, 0 WINS, 0 LOSSES, and 0 TIES. The left sidebar contains links: '< Back to Division', 'Team Roster', 'Team Schedule', 'Manage Team', and 'Manage Photos'. The main content area is divided into three sections: 'UPCOMING GAMES', 'Team Image', and 'Team Staff'. The 'UPCOMING GAMES' section lists three games: Game #3 on Wed Aug 28, 2019 (Austin FC vs Texas Charter), Game #5 on Fri Aug 30, 2019 (Central Texas: Austin TBD vs TBD ATX Field 1), and Game #7 on Sun Sep 1, 2019 (Central Texas: Austin TBD vs TBD ATX Field 1). The 'Team Image' section includes options for Jersey Home color (#0d000d), Away color (#e6ff00), and a Team Logo upload area. The 'Score Keeper' section has a blue (+) 'Add' button, a search account dropdown showing 'Texas Charter', and 'Add' and 'Cancel' buttons. A large yellow arrow points to the 'Add' button. The 'Team Staff' section shows two roles: Coach (Texas Charter, bambad5@gmail.com) and Assistant coach (Tx Charter, tcsaal@texascharter.org).

# FINISHED PRODUCT

[< Back to Division](#)

[Team Roster](#)  
[Team Schedule](#)  
[Manage Team](#)  
[Manage Photos](#)

### UPCOMING GAMES

**WED Aug 28, 2019**

Game #3 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Austin FC

Texas Charter

**FRI Aug 30, 2019**

Game #5 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Texas Charter

Rangers

**SUN Sep 1, 2019**

Game #7 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Mavericks

Texas Charter

[See full schedule](#)

### RECENT RESULTS

There aren't any recent results

### Roster Additions

Add a new: ☒ Youth Athlete ☐ Staff

Enter Email:  [OK](#)

### Team Image

Jersey Home color:  Away color:

Team Logo:

Your uploaded team logo would be best at 200 x 200 pixels, .png or .jpg file format, and 500KB or smaller.

Score Keeper: Texas Charter [Add](#)

### Team Staff

Texas Charter  
[bambam54@gmail.com](#)  
 Coach

Tx Charter  
[texas@texascharter.org](#)  
 Assistant coach

### Ready to Play

John Bucy  
[jb@texascharter.org](#)  
 Quarterback # 3  
 Team captain FREE

Molly Bucy  
[mb@texascharter.org](#)  
 Running Back # 22  
 Athlete FREE

Zach Dooley  
[zd@texascharter.org](#)  
 Safety # 28  
 Athlete FREE

Jason Lo  
[jl@texascharter.org](#)  
 Tight End # 82  
 Athlete FREE

Texas Charter
 

[Twitter](#)
[Facebook](#)

1

Played

1

PLAYED

1

WINS

0

LOSSES

0

TIES

[< Back to Division](#)

[Team Roster](#)  
[Team Schedule](#)  
[Manage Photos](#)

### UPCOMING GAMES

**FRI Aug 30, 2019**

Game #5 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Texas Charter  
 HOME

Rangers  
 AWAY

**SUN Sep 1, 2019**

Game #7 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Mavericks  
 HOME

Texas Charter  
 AWAY

**TUE Sep 3, 2019**

Game #9 - 5:00 PM  
 9 Central Texas: Austin TBD - TBD ATX Field 1

Texas Charter  
 HOME

### Roster

Name	#	Role	Position
John Bucy	3	Team Captain	Quarterback
Molly Bucy	22	Athlete	Running Back
Zach Dooley	28	Athlete	Safety
Jason Lo	82	Athlete	Tight End
Nicholas Youngblood	88	Athlete	Wide Receiver

### Staff

Name	Role
Texas Charter	Coach
Tx Charter	Assistant Coach



# REPORTING GAME SCORES

- You must have Scorekeeper access for each team (see slide 10) before you can report scores.
- In the top right corner of any page, you will see your name displayed (if logged in).
  - Click your name and you should have three options (see top image)
- Click 'Score Texas Charter...' and you will be taken to page (shown in bottom right image).
- Find the game you wish to score, and click the button to the right of that game, then click 'Score.' (bottom right image)

The image shows two screenshots of the Texas Charter School Academic & Athletic League website. The top screenshot displays the 'Upcoming Games' section with three game cards for August 28, August 30, and September 1. Each card shows the teams, time, and location. A yellow arrow points to the user's name 'Texas Charter' in the top right corner, which has a dropdown menu with options: 'My Member Dashboard', 'Score Texas Charter School A...', and 'Logout'. The bottom screenshot shows the 'Games' section with a table of games. A yellow arrow points to the 'ACTIONS' column, which has a dropdown menu with options: 'Score', 'Scoreboard', 'Scoresheets', and 'Pre - Game'.

**Upcoming Games**

Game #	Date & Time	Home Team	Away Team	Location
Game #3	WED Aug 28 5:00 PM	Austin FC	Texas Charter	Central Texas: Austin TBD - TBD ATX Field 1
Game #5	FRI Aug 30 5:00 PM	Texas Charter	Rangers	Central Texas: Austin TBD - TBD ATX Field 1
Game #7	SUN Sep 01 5:00 PM	Mavericks	Texas Charter	Central Texas: Austin TBD - TBD ATX Field 1


**Games**

#	DIVISION	ACTIVITY	HOME	AWAY	START	PLAY SURF	STATUS	ACTIONS
3	Test Division	2019 Coaches Conference Presentation	Austin FC	Texas Charter	Aug 28, 2019 5:00 PM	TBD ATX Field 1	Scheduled Regular season	Score, Scoreboard, Scoresheets, Pre - Game
5	Test Division	2019 Coaches Conference Presentation	Texas Charter	Rangers	Aug 30, 2019 5:00 PM	TBD ATX Field 1	Scheduled Regular season	
7	Test Division	2019 Coaches Conference Presentation	Mavericks	Texas Charter	Sep 1, 2019 5:00 PM	TBD ATX Field 1	Scheduled Regular season	
9	Test Division	2019 Coaches Conference Presentation	Texas Charter	Cowboys	Sep 3, 2019 5:00 PM	TBD ATX Field 1	Scheduled Regular season	

# REPORTING GAME SCORES

- Your next page will look similar to the top right image. Click “Scores Only”
- All sports have different scoring methods (quarters, sets, etc.) but all follow the same instructions.
- Scroll down to the bottom of the page to find the blank box score (bottom right image) and insert the score (quarter-by-quarter, set-by-set, etc.) for the appropriate teams.
- After you’ve ensured the result is correct, click ‘Save & Finalize.’
  - Some sports have “Save” & “Finalize” as two different steps.
  - Finalizing the score publishes it to the website immediately and reflects in the division standings as well.



TEXAS CHARTER SCHOOL ACADEMIC & ATHLETIC LEAGUE
Texas Charter ▾



**Games**



---

## Game #3 (Change Scoring Method)

	<b>Home</b> <b>Austin FC</b> -	<b>TEAM</b> Austin FC Texas Charter	<b>Q1 Q2/H1 Q3 Q4/H2 OT SCORE</b> -  -	<b>Away</b> <b>Texas Charter</b> -	
---	--------------------------------------	--	---	--	---

Scores Only ▶
Forfeit ▶ CANCEL

2019 Coaches Conference Presentation TCSAAL Flag Football / Text Division

	<b>Home</b> <b>Austin FC</b> -	<b>TEAM</b> Austin FC Texas Charter	<b>Q1 Q2/H1 Q3 Q4/H2 OT SCORE</b> -  -	<b>Away</b> <b>Texas Charter</b> -	
---	--------------------------------------	--	---	--	---

Mark Attendance

<b>Austin FC</b>		
NO.	ATHLETE	ATTENDANCE
<b>Texas Charter</b>		
22	Mully Bucy	Playing ▾
82	Jaxon Lo	Playing ▾
28	Zach Dooley	Playing ▾
3	John Bucy	Playing ▾

Refresh from Roster
Save Attendance
CANCEL

Team Staff

Edit Officials

Game status: Scheduled
Start Scoring

Cancel

TEAM	Q1 QUARTER	Q2/H1 QUARTER	Q3 QUARTER	Q4/H2 QUARTER	OT	F
Austin FC	0	0	0	0	0	0
Texas Charter	0	0	0	0	0	0

Save Scores
CANCEL

# REPORTING, SAVING & FINALIZING SCORES

**STEP 1: Enter scores for the appropriate team in their respective quarter, set, etc. After verifying total points on far right, click “Save Scores.”**

Game status: In Progress [Cancel](#) [Stop Scoring](#)

TEAM	Q1 QUARTER	Q2/H1 QUARTER	Q3 QUARTER	Q4/H2 QUARTER	OT	F
Austin FC	<input type="text" value="6"/>	<input type="text" value="7"/>	<input type="text" value="7"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	28
Texas Charter	<input type="text" value="12"/>	<input type="text" value="8"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="6"/>	34

[Save Scores](#) [OR CANCEL](#)

Declare Winner

Accept **(Away) Texas Charter** as winner.  
WIN ON POINTS

[Finalize](#)

HIGHLIGHTS

[Add](#)

## STEP 2: FINALIZE

Game status: Scheduled [Cancel](#) [Start Scoring](#)

TEAM	Q1 QUARTER	Q2/H1 QUARTER	Q3 QUARTER	Q4/H2 QUARTER	OT	F
Austin FC	<input type="text" value="6"/>	<input type="text" value="7"/>	<input type="text" value="7"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	28
Texas Charter	<input type="text" value="12"/>	<input type="text" value="8"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="6"/>	34

[Save Scores](#) [OR CANCEL](#)

Declare Winner

Accept **(Home) Austin FC** and **(Away) Texas Charter** as tied.

[Finalize](#)

HIGHLIGHTS

[Add](#)

**STEP 3: After finalization, you will see the “Team declared winner on Date & Time that the score was submitted”**

Game status: Played *Finalized on 8/26/2019 at 03:56 PM by T. Charter.*

TEAM	Q1 QUARTER	Q2/H1 QUARTER	Q3 QUARTER	Q4/H2 QUARTER	OT	F
Austin FC	<input type="text" value="6"/>	<input type="text" value="7"/>	<input type="text" value="7"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	28
Texas Charter	<input type="text" value="12"/>	<input type="text" value="8"/>	<input type="text" value="8"/>	<input type="text" value="0"/>	<input type="text" value="6"/>	34

[Save Scores](#) [OR CANCEL](#)

*Texas Charter was declared winner on 8/26/2019 3:56 PM*

[MASTER SCHEDULE](#) [RESET GAME](#)

Declare Winner

Accept **(Away) Texas Charter** as winner.  
WIN ON POINTS

[Finalize](#)





# QUESTIONS?

Please email any questions to Jordan Hatch,  
[centraltx@texascharter.org](mailto:centraltx@texascharter.org)

