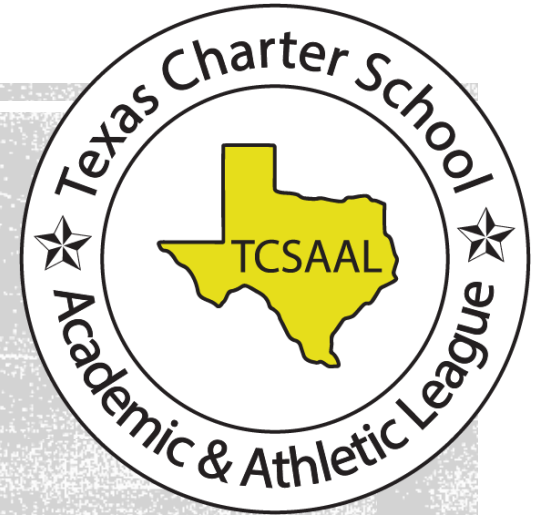
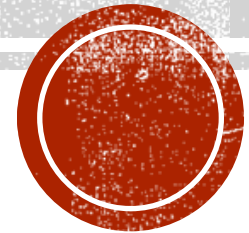


# HOW TO NAVIGATE YOUR TCSAAL REPORTS COACH ACCOUNT



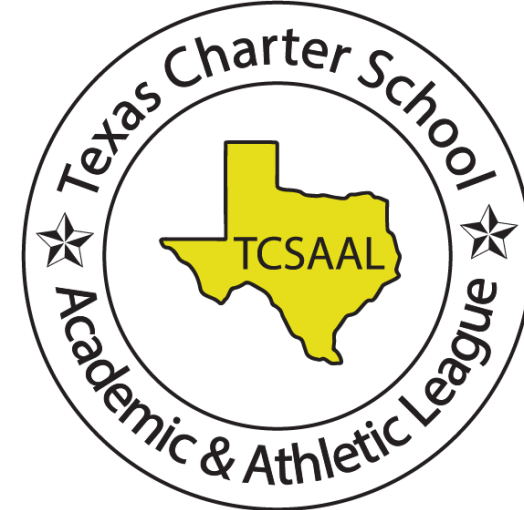
2020 TCSAAL Coaches Conference – October 9, 2020



# WHAT IS RSPORTZ?

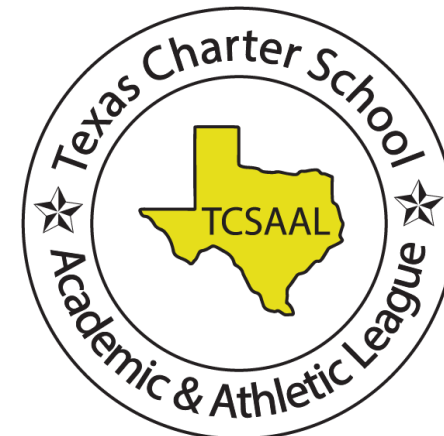


- [www.texascharter.rsportz.com](http://www.texascharter.rsportz.com)
- RSportz is our website partner that helps to bring you everything you need to know for all of your athletic teams
  - Game Schedules & Results
  - Team Rosters & Statistics
- The Website also contains...
  - TCSAAL Handbook
  - TCSAAL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

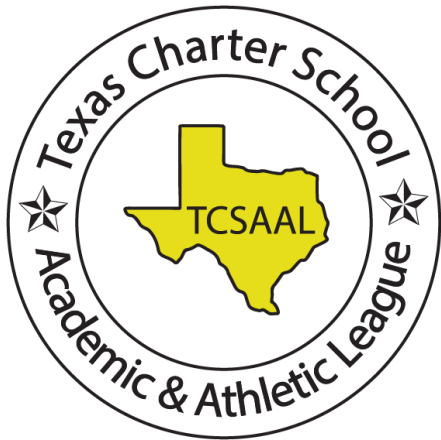



# HOW DO I GET STARTED?

- 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

**WED** Aug 28 5:00 PM

Game #3

Austin FC

HOME

Texas Charter

AWAY

VS

Central Texas: Austin TBD - TBD ATX Field 1


2019 Coaches Conference Presentation

Test Division - Coed - Varsity - Central Texas


Head-to-head stats

**FRI** Aug 30 5:00 PM

Game #5

Texas Charter

HOME

Rangers

AWAY

VS

Central Texas: Austin TBD - TBD ATX Field 1


2019 Coaches Conference Presentation

Test Division - Coed - Varsity - Central Texas


Head-to-head stats

**SUN** Sep 01 5:00 PM

Game #7

Mavericks

HOME

Texas Charter

AWAY

VS

Central Texas: Austin TBD - TBD ATX Field 1


2019 Coaches Conference Presentation

Test Division - Coed - Varsity - Central Texas

Head-to-head stats

### My Memberships

Coach Membership

TCSAAL

TEXAS CHARTER SCHOOL ACADEMIC & ATHLETIC LEAGUE


2019

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

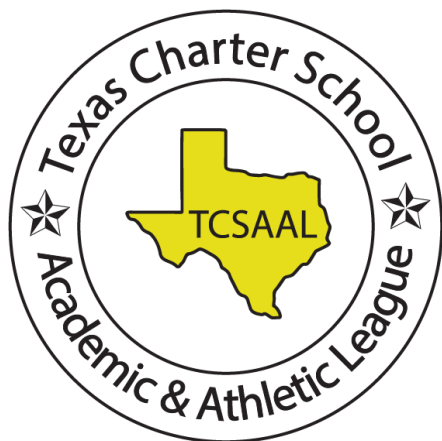
Texas Charter School Academic & Athletic League


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.
- Videographers should be given the role "Other Staff"

**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:  OK

\* Email:

\* First name:   
Please enter a first name

\* Last name:   
Please enter a last name

\* Date of birth:

\* Gender:

Cell phone:

Role:

Add to Roster OR CANCEL

**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





# 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 navigation links: < Back to Division, Team Roster, Team Schedule, Manage Team, and Manage Photos. The 'UPCOMING GAMES' section lists three games: Game #3 on Wed Aug 28, 2019, Game #5 on Fri Aug 30, 2019, and Game #7 on Sun Sep 1, 2019. The 'Roster Additions' panel is on the right, featuring a yellow arrow pointing to the 'Add new' section. This section has radio buttons for 'Youth Athlete' (selected) and 'Staff', and a text input for 'By email: jb@texascharter...' with an 'OK' button. Below this are fields for 'Parent information' (email, first name, last name, cell phone) and 'Child information' (first name, last name, date of birth, gender, position, jersey number, role). At the bottom right of the panel are 'Add to Roster' and 'OR CANCEL' buttons.



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

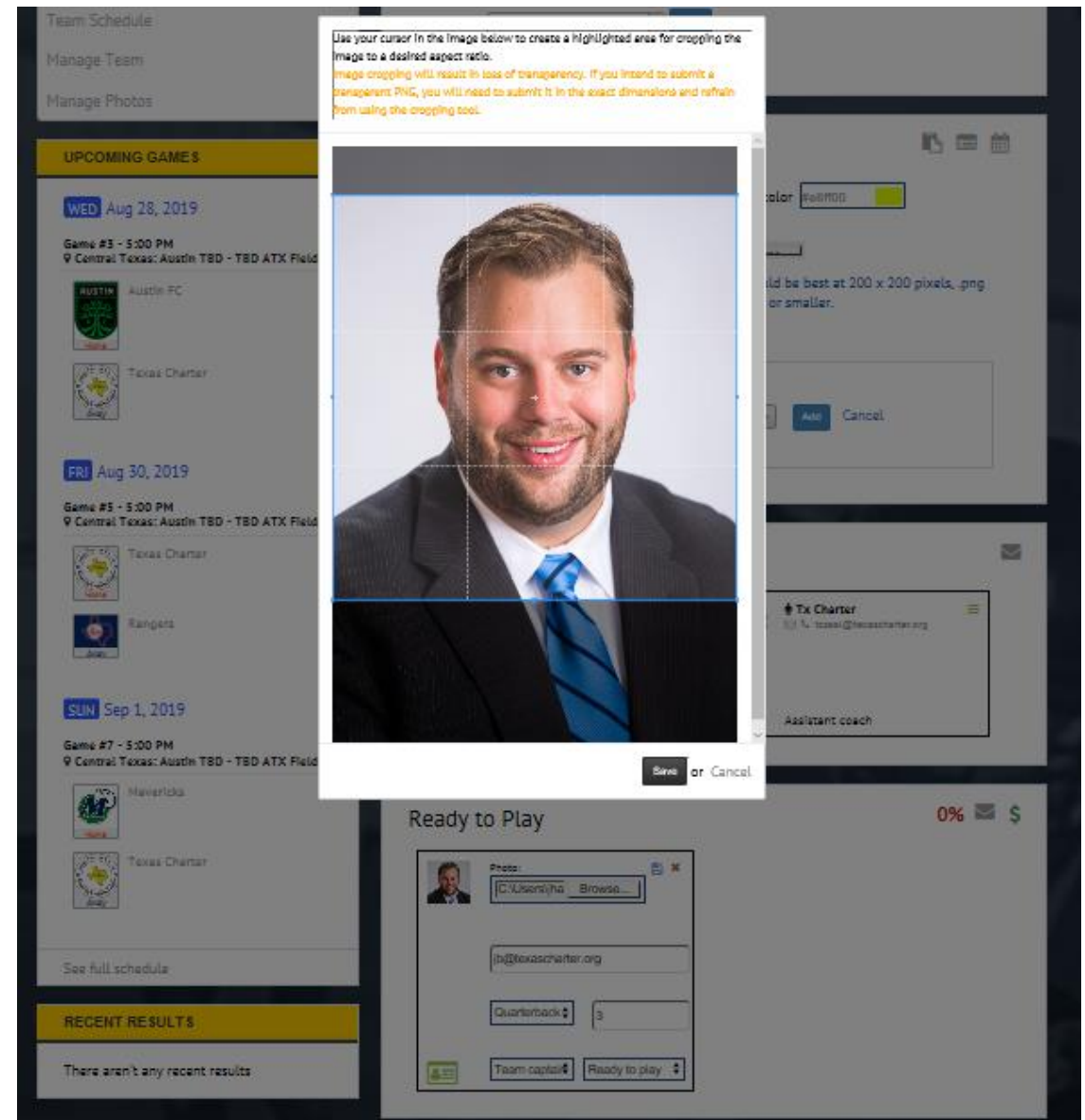
- If you have email addresses for your student-athletes:
  - Enter the email address for the student, Click OK.
  - Blank Fields appear to enter the student's and their parent's information.
  - You can also add a position, role and jersey number for each student-athlete.
  - Click 'Add to Roster' and 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





# STUDENT IMAGES

- 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 shows the 'Texas Charter Test Division - 1 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'. 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 Spirit Panel' is on the right, featuring 'Roster Additions' (with 'Add a new' buttons for Youth Athlete and Staff), 'Team Image' (with jersey and away color pickers, a team logo upload field, and a note about logo specifications), and 'Score Keeper' (with an 'Add' button and a search account field). A large yellow arrow points to the 'Add' button next to 'Score Keeper'. Below the 'Score Keeper' section is the 'Team Staff' section, which shows two roles: Coach (Texas Charter) and Assistant coach (Tx Charter).



# 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:

### 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

### Team Staff

Texas Charter

Tx Charter

### Ready to Play

John Bucy  
  
 Quarterback # 3  
 Team captain FREE

Molly Bucy  
  
 Running Back # 22  
 Athlete FREE

Zach Dooley  
  
 Safety # 20  
 Athlete FREE

Jason Lo  
  
 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 W
 Rangers

**SUN Sep 1, 2019**

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

Mavericks
 Texas Charter W

**TUE Sep 3, 2019**

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

Texas Charter W

### Roster

Name	#	Role	Position
John Bucy	3	Team Captain	Quarterback
Molly Bucy	22	Athlete	Running Back
Zach Dooley	20	Athlete	Safety
Jason Lo	82	Athlete	Tight End

### 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, which lists three games: Game #3 on Wednesday, August 28, 5:00 PM (Austin FC vs Texas Charter), Game #5 on Friday, August 30, 5:00 PM (Texas Charter vs Rangers), and Game #7 on Sunday, September 01, 5:00 PM (Mavericks vs Texas Charter). Each game entry includes a 'Head-to-head stats' button. The bottom screenshot shows the 'Games' section, which includes a filter bar and a table of games. The table has columns for #, Division, Activity, Home, Away, Start, Play Surf, Status, and Actions. The 'Actions' column for each game contains a dropdown menu with options: 'Score', 'Scoreboard', 'Scoresheets', and 'Pre - Game'. A yellow arrow points to the 'Score' option in the dropdown menu for Game #3.




# 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> Austin FC -	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="font-size: small;">TEAM</th> <th style="font-size: x-small;">Q1</th> <th style="font-size: x-small;">Q2/H1</th> <th style="font-size: x-small;">Q3</th> <th style="font-size: x-small;">Q4/H2</th> <th style="font-size: x-small;">OT</th> <th style="font-size: x-small;">SCORE</th> </tr> </thead> <tbody> <tr> <td>Austin FC</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>Texas Charter</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> </tbody> </table>	TEAM	Q1	Q2/H1	Q3	Q4/H2	OT	SCORE	Austin FC						-	Texas Charter						-	<b>Away</b> Texas Charter - 
TEAM	Q1	Q2/H1	Q3	Q4/H2	OT	SCORE																		
Austin FC						-																		
Texas Charter						-																		

Scores Only ▶
Forfeit ▶
CANCEL

2019 Coaches Conference Presentation TCSAAL Flag Football / Text Division

	<b>Home</b> Austin FC -	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="font-size: x-small;">TEAM</th> <th style="font-size: x-small;">Q1</th> <th style="font-size: x-small;">Q2/H1</th> <th style="font-size: x-small;">Q3</th> <th style="font-size: x-small;">Q4/H2</th> <th style="font-size: x-small;">OT</th> <th style="font-size: x-small;">SCORE</th> </tr> </thead> <tbody> <tr> <td>Austin FC</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> <tr> <td>Texas Charter</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>-</td> </tr> </tbody> </table>	TEAM	Q1	Q2/H1	Q3	Q4/H2	OT	SCORE	Austin FC						-	Texas Charter						-	<b>Away</b> Texas Charter - 
TEAM	Q1	Q2/H1	Q3	Q4/H2	OT	SCORE																		
Austin FC						-																		
Texas Charter						-																		

Mark Attendance

Austin FC		
NO.	ATHLETE	ATTENDANCE
<hr/>		
Texas Charter		
NO.	ATHLETE	ATTENDANCE
22	Mully Bucy	Playing ▾
82	Jaxon Lo	Playing ▾
28	Zach Dooley	Playing ▾
3	John Bucy	Playing ▾
<div style="display: flex; justify-content: space-around;"> <span style="background-color: #d35400; color: white; padding: 5px 10px; border-radius: 3px;">Refresh from Roster</span> <span style="background-color: #2980b9; color: white; padding: 5px 10px; border-radius: 3px;">Save Attendance</span> <span style="color: #95a5a6; text-decoration: underline;">OR CANCEL</span> </div>		
<div style="border-bottom: 1px solid #ccc; height: 15px;"></div> <div style="border-bottom: 1px solid #ccc; height: 15px;"></div> <div style="border-bottom: 1px solid #ccc; height: 15px;"></div>		
<div style="text-align: center; font-size: x-small; color: #4f81bd;">Team Staff</div> <div style="border-bottom: 1px solid #ccc; height: 15px;"></div> <div style="text-align: center; font-size: x-small; color: #4f81bd;">Edit Officials</div> <div style="border-bottom: 1px solid #ccc; height: 15px;"></div>		

Game status: Scheduled

Cancel
Start Scoring

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

Save Scores
OR 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.”**

## STEP 2: FINALIZE

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

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

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](#)

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

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](#)

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)

