**HOW COACHES ADD PLAYERS**

**TO THEIR EXISTING TEAM**

Login to your SPN profile

Find **PLAYERS AND COACHES** in the menu on the left

Click on **My Teams**

Click on **Teams You Coach** to see a list of your teams

Click on **View Team** beside the appropriate team

Click **Add Player to Team** (top of the screen)

Search for the player by entering any one of the following: email, phone, username, first and/or last name.

When you find them in the resulting list click on the **+** sign beside their name. **TIP:** You can add multiple players at one time! Search for the next player and continue searching for all your players in this manner. When you are done click **Add Players To Roster**.

**NOTE:** You may have to refresh the screen to see the additions.

Each player on the roster will have an Actions button on the right. Click here and you can assign the roles of Coach or Team Contact to a player. Both of these roles can view and edit the team.

You will also have the option to remove a **Player** from the team.