




## How to Create a Spordle Account

*A step-by-step guide for MHAs & registrars to access the Hockey Canada Registry (HCR)*

# Why you need a Spordle Login

- A Spordle account grants you access to your personal Hockey Canada profile, and you can link members of your family to your account
- Those that are in executive roles with MHAs (registrar, etc) will have their personal Spordle account linked to the MHAs HCR in order to complete the following:
  - Access to registration and participant records
  - Ability to manage teams, coaches, and volunteers
  - Required for rostering & insurance
  - Certification tracking

If you use an MHA specific email, you can create a Spordle login with the MHA email



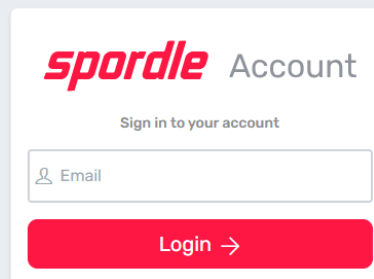
Step 1

# Create a Spordle Login

*No existing Spordle Login*

- Link to Spordle: <https://myaccount.spordle.com/login>
  - Save this to your browser bookmarks
- “Sign up” and follow the prompts

**If you already have an existing Spordle account that you would like to use for your MHA role, you can skip to Step 2**


A screenshot of the Spordle Account login page. The page has a white background with a light blue border. At the top, the Spordle logo (in red) is followed by the word "Account" in grey. Below this, the text "Sign in to your account" is centered. There is a text input field with a person icon and the label "Email". Below the input field is a red button with the text "Login →".

**spordle** Account

Sign in to your account

Login →

Don't have an account? [Sign up](#)

A large red arrow pointing from the right towards the "Sign up" link in the text "Don't have an account? Sign up".

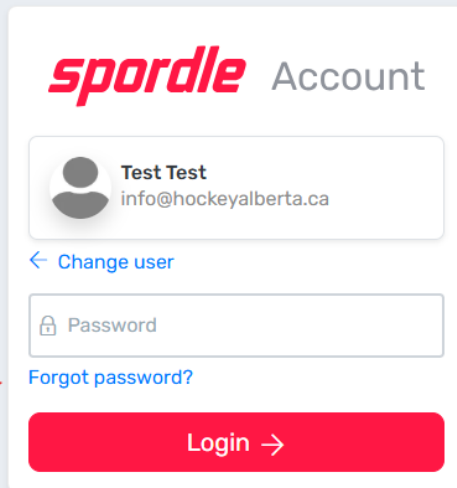
# Step 1

# Create a Spordle Login


*Forget Login/unsure of login info*

**Not sure if you have a Spordle login?-** enter your email & “login”

- If you **have** an account it will prompt for a Password
  - Can't recall/don't have password – choose “Forgot Password”
- If you **do not** have an account it will prompt you to sign up



**spordle** Account

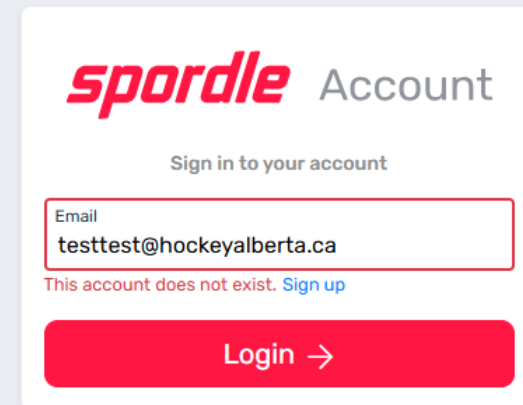
 **Test Test**  
info@hockeyalberta.ca

[← Change user](#)

Password

[Forgot password?](#)

[Login →](#)



**spordle** Account

Sign in to your account

Email

This account does not exist. [Sign up](#)

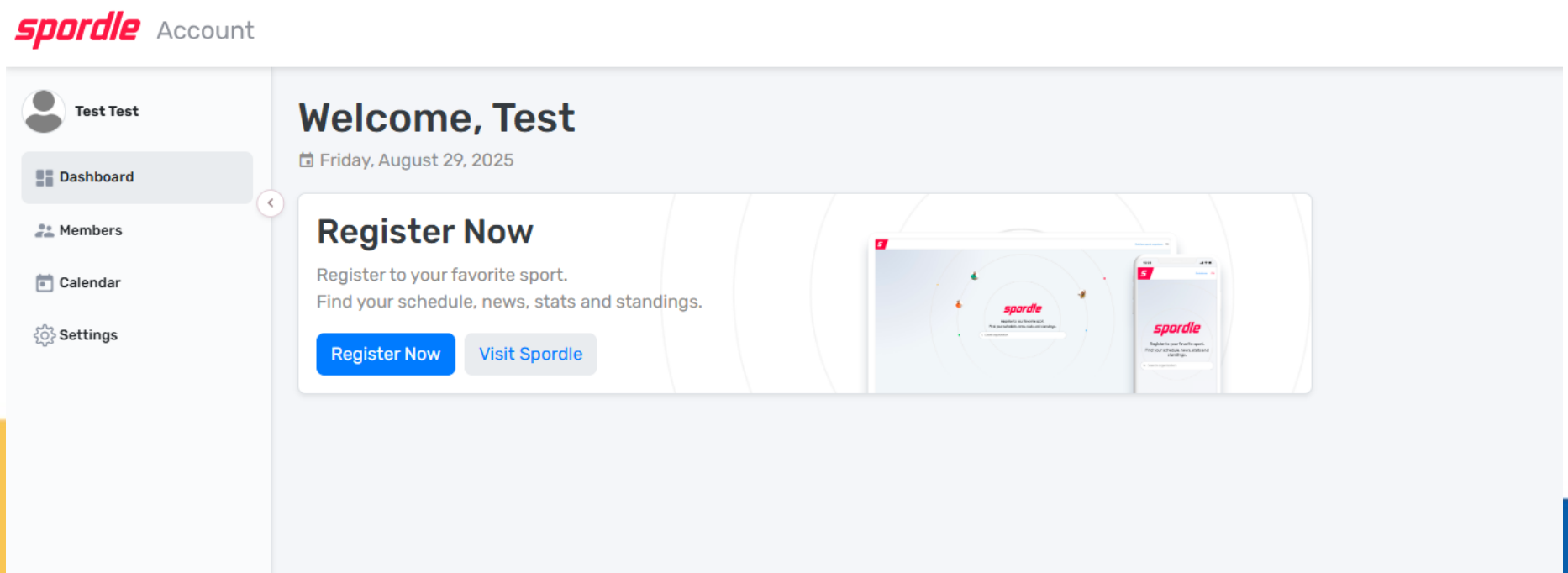
[Login →](#)

Don't have an account? [Sign up](#)

## Step 1

# Create a Spordle Login

- Once all prompts have been completed, you should end up with a page that looks like this:



*Step 2*

# Communicate account creation

- Confirm with the Individual/League/Team/Association that you have finished creating a Spordle login, and are ready for access to HCR - **this can take up to 5 business days to complete.**



## Step 3

# Confirm Access

- Log back into your Spordle account
- You will now be able to “Manage” your associations HCR account from your Dashboard

The screenshot displays the Spordle Account Dashboard for a user named 'Test Test'. The dashboard includes a left sidebar with navigation links: Dashboard, Members, Calendar, and Settings. The main content area features a 'Welcome, Test' message with the date 'Friday, August 29, 2025'. Below this is a 'Register Now' section with a description and two buttons: 'Register Now' and 'Visit Spordle'. Further down is an 'Admin' section containing a card for the 'MHA Write Registrar' association, which also lists 'HC-HOCKEY ALBERTA'. A red arrow points to the 'Manage' button on this card. The Spordle logo and 'Account' text are visible in the top left corner of the dashboard interface.

**spordle** Account

**Test Test**

**Dashboard**

**Members**

**Calendar**

**Settings**

**Welcome, Test**

Friday, August 29, 2025

**Register Now**

Register to your favorite sport.  
Find your schedule, news, stats and standings.

**Register Now** **Visit Spordle**

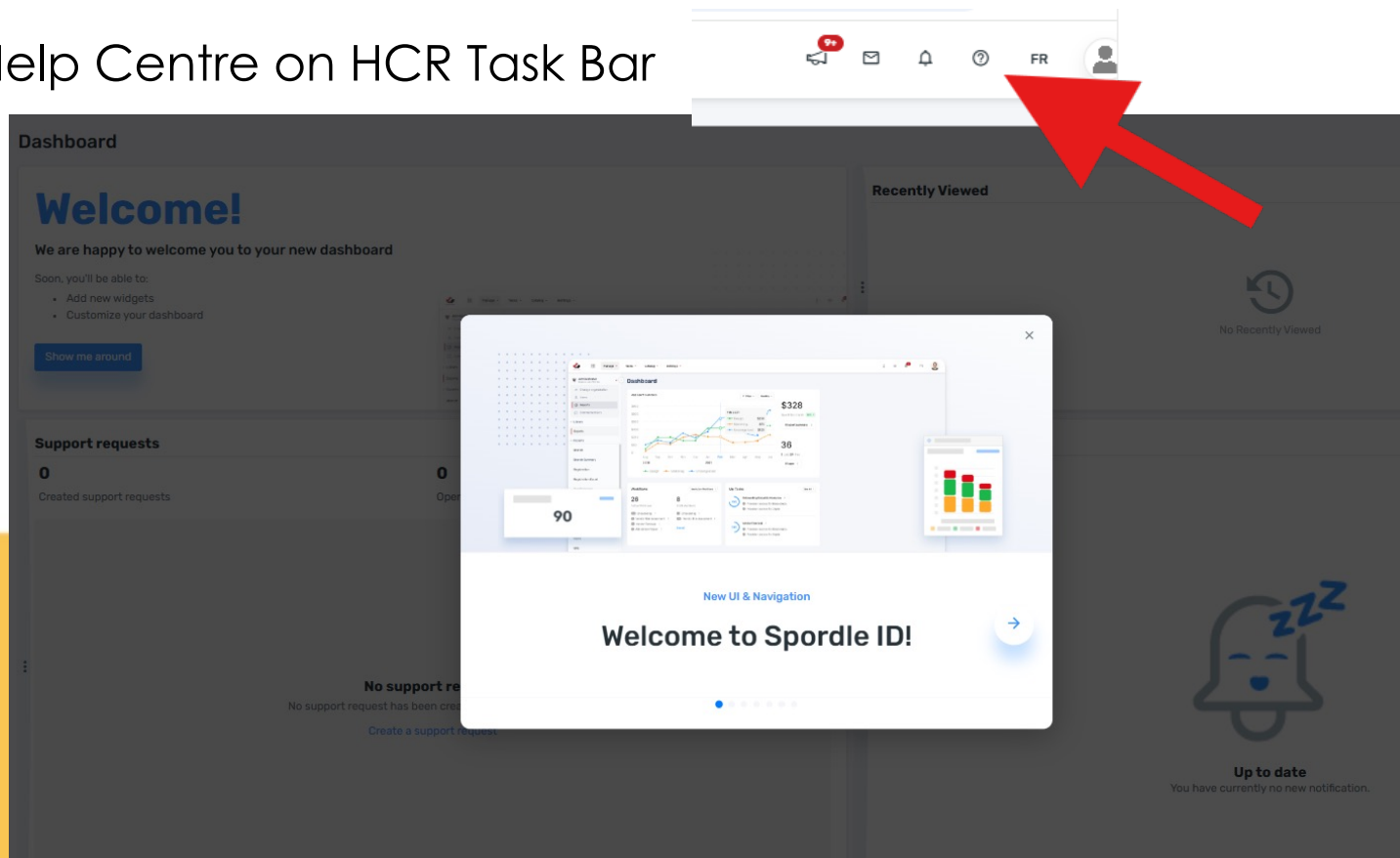
**Admin**

**MHA Write Registrar**  
HC-HOCKEY ALBERTA

**Manage**

# Resources & Support

- Minor Admin (found under Volunteer Contacts on [hockeyalberta.ca](http://hockeyalberta.ca))
- Member Services Staff at Hockey Alberta
- Help Centre on HCR Task Bar

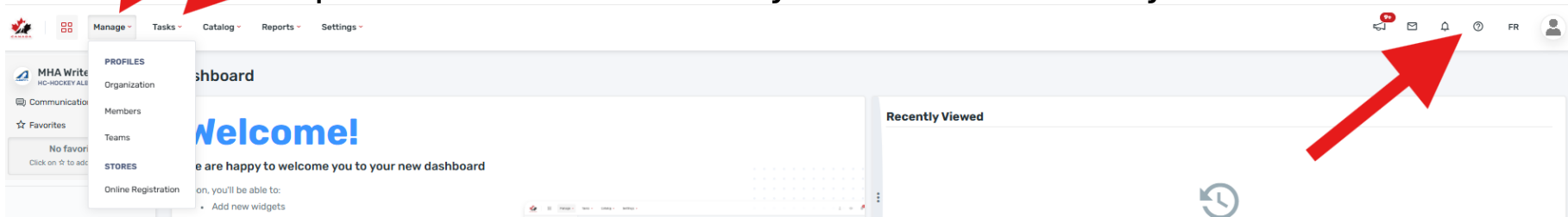




# Resources & Support

- **“Manage”**

- Teams – you will see your associations team. Team Order forms are available on Hockey Albertas website under forms & are submitted to your Minor Admin to create teams
- Members – able to search Members, access for registration & updating is provided to those within your association only



- **“Tasks”**

- Transfers – you can view the transfers. Open with Action Required are members with transfers that need your associations review

