



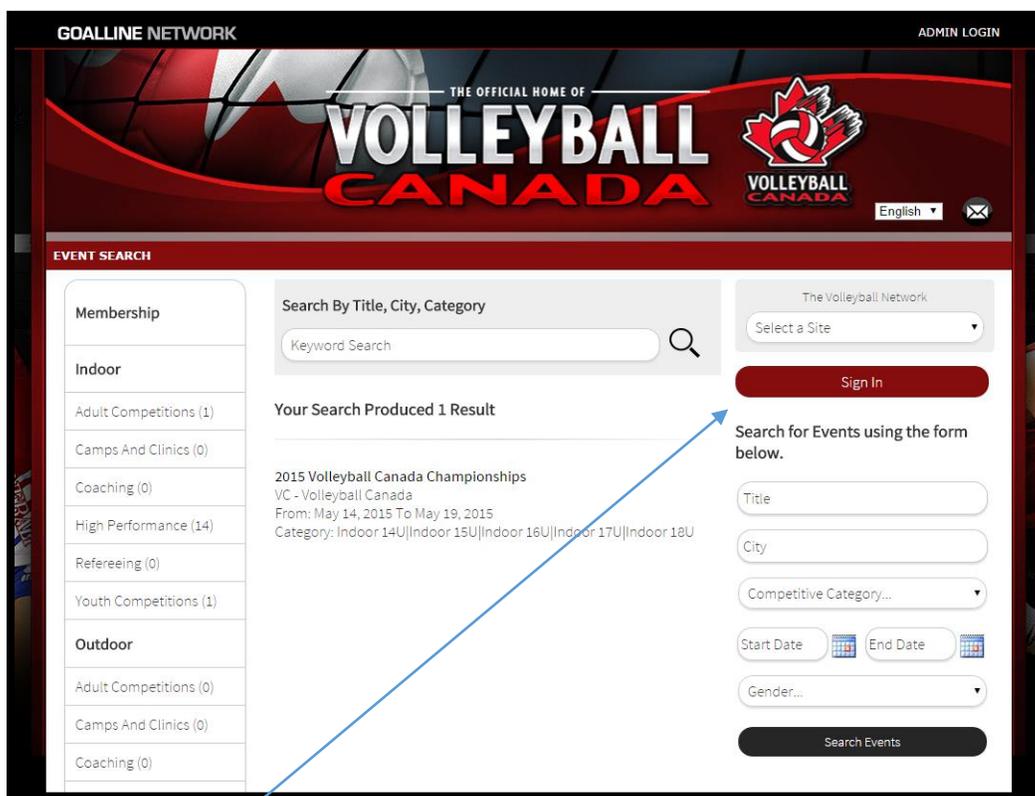
EDITING A ROSTER

ROSTERS FOR NATIONALS MUST BE INPUT BEFORE THE ROSTER LOCK DATE FOR EACH EVENT. INFORMATION ON ROSTER LOCK CAN BE FOUND IN THE [2017 COMPETITION GUIDE](#). ONLY THOSE WHO ARE LISTED ON THE 'TEAM PERSONNEL' SECTION OF A ROSTER ARE ABLE TO SIGN IN AND EDIT A ROSTER. THESE INDIVIDUALS INCLUDE THE TEAM CONTACT, HEAD COACH, ASSISTANT COACHES, MANAGER OR TRAINER.

SIGN IN TO THE VRS

www.register.volleyball.ca

Click the link above or copy it into your web browser to get to the registration website, it should look like this:



Click the red "Sign In" button on the right side of the page to access your account.



You will be prompted to enter your email and access code. The email will be the one you used to register in the VRS. Your access code is emailed to you the first time you register for an event in the VRS. If you don't know your access code or have lost it, you can use the "Retrieve your access code" feature on the sign-in page. It will look like this:

The screenshot shows the 'GOALLINE NETWORK' header with 'Volleyball Canada Help Center | ADMIN LOGIN' on the right. The main banner features 'VOLLEYBALL CANADA' in large white and red letters, with a smaller logo to the right. Below the banner, it says 'VOLLEYBALL REGISTRATION SYSTEM / SYSTÈME D'INSCRIPTION DE VOLLEYBALL'. There is a language dropdown set to 'English' and an email icon. The main content area is titled 'REGISTRATION ACCOUNT' and contains the following text: 'Please complete the following fields with information exactly as it appears on GOALLINE to access your registration account.' Below this are two input fields: 'Email Address' and 'Access Code'. A note next to the 'Access Code' field says 'You can [retrieve your access code](#) if you do not know it.' A 'Submit' button is located at the bottom of the form.

FIND YOUR ROSTER

Once signed in, click the "Registration Info" tab along the top menu bar and select "Edit Registration Information" for the team you wish to edit.

The screenshot shows a top navigation menu with the following tabs: 'Account Home', 'Registration Info' (highlighted in red), 'Transactions/Payments', 'Tax Receipt', 'Personal Information', and 'Email Subscriptions'. Below the menu, there is a list of teams with the following details:

Super Series 2017 Bedford Blizzard Volleyball Club 17U Girls Elite - 18U Girls Super Series	Edit Team Information
Club Team Registration 2017 Bedford Blizzard Volleyball Club 15U Girls Navy - 15U Girls Indoor	Edit Team Information



EDIT YOUR ROSTER

All team personnel and players must be registered with their respective province (PTA) as well as Volleyball Canada in order for the system to recognize them and allow them to be added to a roster. All team personnel and players must be added by entering the first and last name as well as the date of birth. When you click the date of birth field, select the year followed by the month and then day. Once you click the day, the system will prompt you to choose the profile of the person you wish to add. The 'gender' field will fill automatically. You will then click the appropriate button to the right to add them to the roster.

Account Home **Registration Info** Transactions/Payments Tax Receipt Personal Information Email Subscriptions

17U Girls - Indoor 17U Girls - 2017 17U/18U Girls Nationals - Edmonton

Coaches [Edit Coaches Positions](#)

Position	First Name	Last Name	Date of Birth	Gender	Email Address	
Main Contact						
Head Coach				Not Specified		Add Coach Clear *

* Volleyball Canada Membership Required
2016-17 Membership Categories Leaders - Competitive Club/Team Personnel (\$27.00)

Players 0/15 [Edit Player Positions](#)

First Name	Last Name	Date of Birth	Gender	Email Address	
			Not Specified		Add Player Clear *

* Volleyball Canada Membership Required
2016-17 Membership Categories Competitive Player (\$27.00)

There are no pending roster changes on file.

If a player is highlighted in yellow, this means that they are outside the standard age range for the age group the team is registered for. All overage/underage players will be reviewed by Volleyball Canada and you will be contacted prior to the event if there are any issues with your roster.

You can edit the team personnel's positions by clicking the blue link "Edit Coaches Positions" above the team personnel section.

Adding each player's position and jersey number

Although not mandatory, we encourage all teams to input the players' jersey numbers and positions as they will be used in the event program and for live scoring at some 2017 Nationals. To edit jersey numbers and positions, simply click the blue link "Edit Player Positions" and you will see the players that have been entered with dropdowns beside each for their jersey number and position. Make sure to click "Save" once you finish entering them all!

Edit Player Positions and Jersey Numbers

Set each of your players to the proper jersey number and position and click the save button at the bottom to set your roster numbers and positions.

0	N/A	

Cancel Save

If you would like to change the name of your team or club please email nationals@volleyball.ca with the details that you would like to alter.



For questions about rosters, please contact:

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