

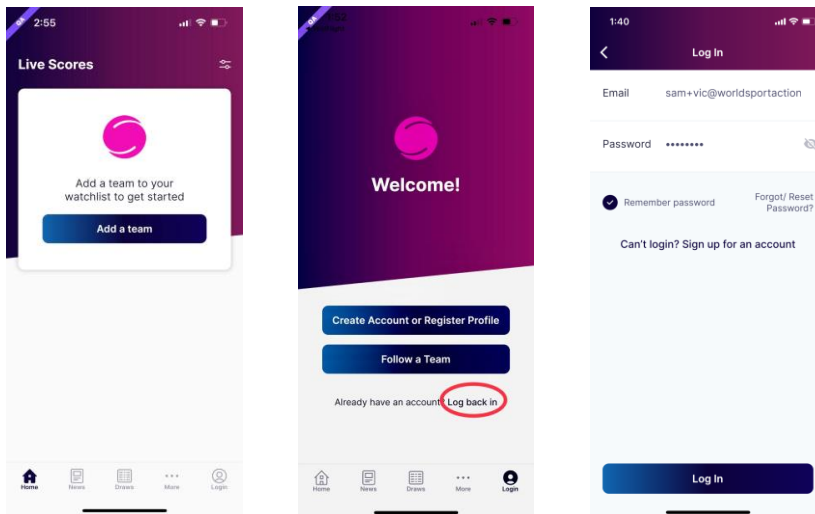
## MANAGER HELP GUIDE

**Step 1.** Download the App

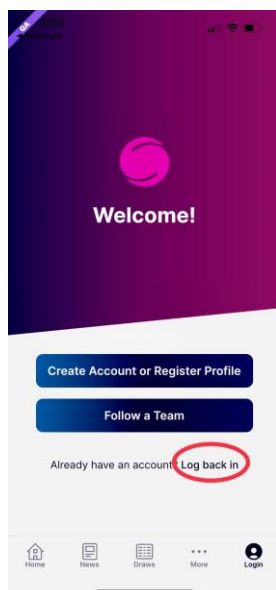
IOS App Store - <https://apps.apple.com/us/app/squadi/id1614546003>

Google Play - <https://play.google.com/store/apps/details?id=com.wsa.squadi>

**Step 2.** Open the app and Log in with your Credentials received via email. (Click Log, in bottom right)

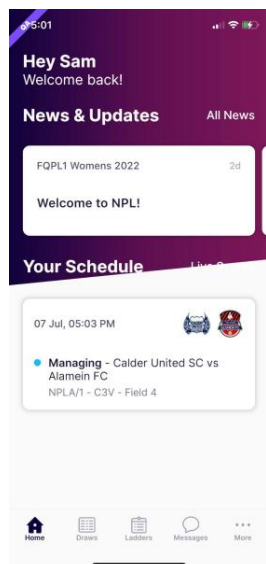


If you have not received your log in information try your spam folder or you can reset your password.

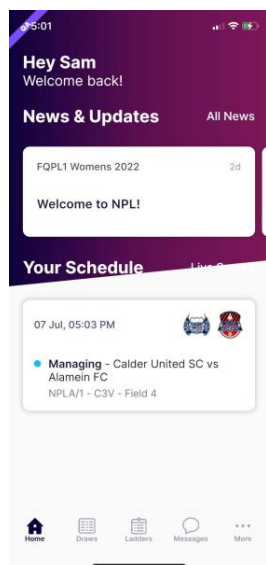


**Viewing your Schedule** - Once logged in the home screen will be populated with "Your Schedule" this will list the matches you are

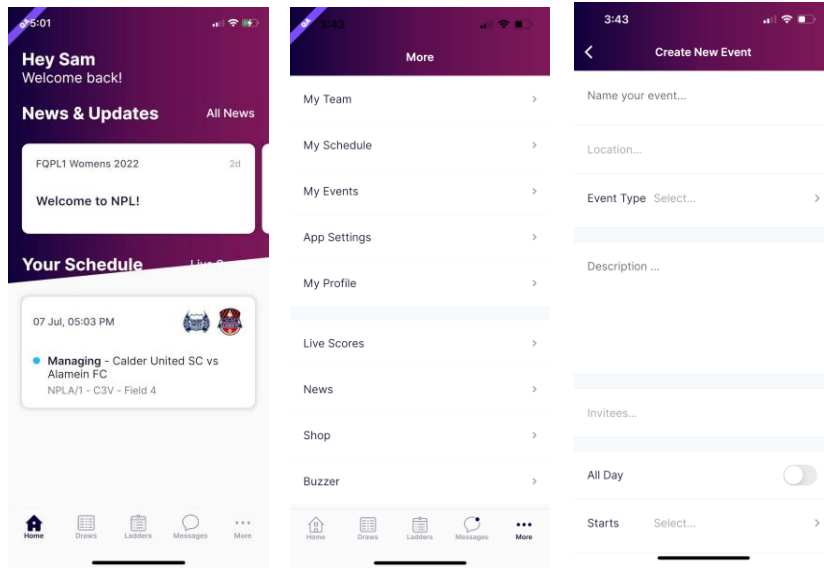
Managing in order of date and time. Once the Match is complete and scores confirmed this card will disappear.



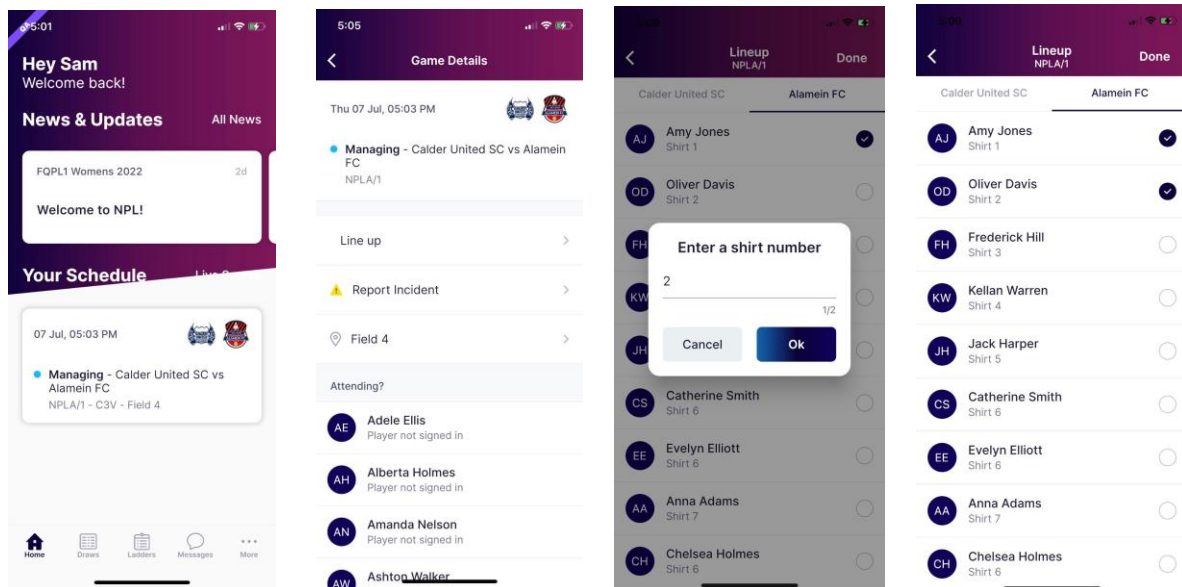
**Creating a Team Chat** - Select 'Messages' then the '+' top right of the page. You can select to chat with the entire team or individual Players.



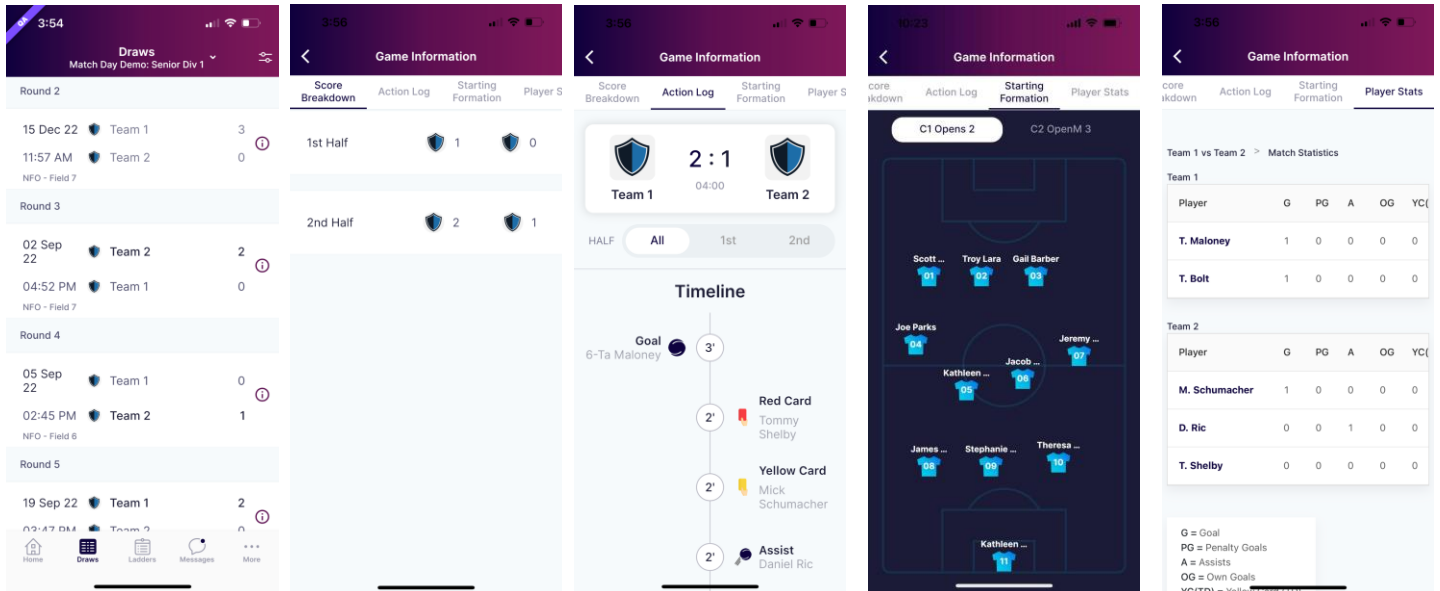
**Creating Events (such as training)** - Select 'More' (bottom right) then select 'Events' then fill in the event details, start date and frequency. Players will have the ability to select whether they are attending or not.



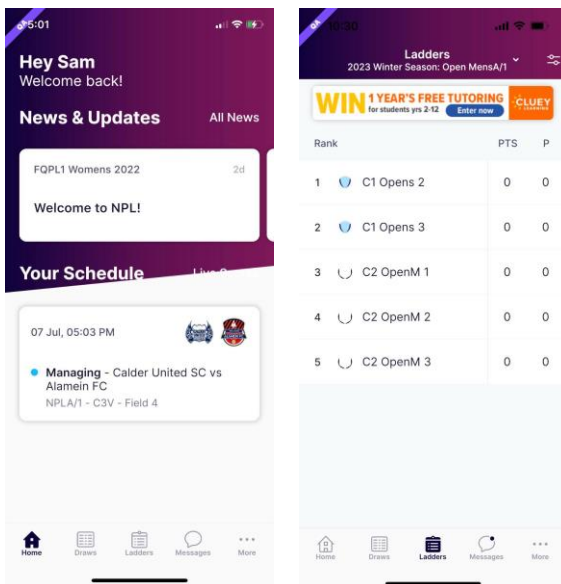
**Completing Line Up** - To complete your line up tap on the Manager Card then select 'Line Up' then navigate to your team list tap the circle to mark players off. Please note if there is no shirt number this will be asked in the same process, then click 'Done'



**Viewing Draws and Match Statistics** - Select 'Draws' from the bottom menu. Here you can select the info icon and view score breakdown, Action log, starting formation (if being used) and player statistics.



**Viewing the Ladder** - Select the ladder icon from the bottom menu. Here you can scroll across to view each column of the ladder.



**Adding and editing teams from your watchlist** - Select 'Ladders or Draws' then select the edit icon in the top right corner. Here you can remove teams or add additional teams by searching your club.

