

# Admin Site

## How do I register players in tryout status?

Navigate to members->players/parents->tryouts and click the "Config Options" link. There is an option here called "Register in Tryout Mode". When it is set to "Yes", players who register for the league will automatically be placed in tryout status.

**Tryouts Configurations** Cancel Save Changes

Register In Tryout Mode ?  Yes  No

Send Confirmation email on acceptance ?  Yes  No

Acceptance Email Content :  
Usable Tags : [parent\_name] [name] [reg\_id] [league] [division] [balance] [payment] (save blank to reload default content)

Source Font Size

Hello [parent\_name],

[name] has been approved to play in [league], [division]

Payment Due is: \$[balance] [payment]

On this page, you can also set whether or not you want players/parents to receive a confirmation email upon acceptance into the league. In the "Acceptance Email Content" textbox, type in the message that you would like to appear in the acceptance email.

When players register in tryout mode, you have to make them active in order to be able to place them on teams. This can be done on the tryouts page (members->players/parents->tryouts).

**Tryouts** Config Options Save Changes

Tryouts	Active	Tryout	Waitlist	Withdrawn
⌵ Rookies 1	57	0	0	0
⌵ Rookies 1	76	0	0	0
⌵ Minors - A	92	1	0	0

**Try-out Players**

Reg ID	Player ID	Name	Division	Tryout	Active	Waitlist	Withdrawn
17854	14491	Test, Test	Minors - A				

Active Players				Waitlisted/Withdrawn Players			
Reg ID	Player ID	Name	Team	Reg ID	Player ID	Name	Team
6189	3372	Young, Keven	Royals				
6201	3332	Hall, Harry	Mets				
6203	3336	Wright, Joseph	Mets				
6210	3145	Clark, Harry	Royals				
6214	3362	Bailey, Michael	Red Sox				
6231	3240	Smith, Jack	Red Sox				
6234	3396	Watson, Stephen	Braves				
6240	3380	Johnson, Thomas	Mets				
6244	3074		Braves				
6249	3088	Ross, James	Yankees				

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Your divisions will be listed here. Each tab will show the total number of players in each status for that division. Click on a tab to view the players registered in a division. Players that are in tryout status will be listed at the top. You can pick the division you want to place them in from the division drop-down. Use the radio button to select the status you want to place each try-out player in. Save changes when finished. The players will now be listed under either the active players table or the waitlisted/withdrawn players table, depending on the status you chose.

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