

## **Admin Site**

# **What do the options do on the 'Registrants' emailer page?**

The Emailer's "Registrants" page provides many filter options to the user.

View:

# Admin Site

Players Missing Docs Volunteers Parents Parents W/O Passwords Email List Officials Missing Player Records

Registered  
Not Registered  
Not Paid  
New Players

Recipients... Leagues: MYL League MYL Hockey MYL Baseball MYL Soccer [Select All Leagues](#)

Parents  Head Coaches  Additional Contacts  Entire Board  
 Players  Assistant Coaches  Umpire Coordinator  
 Withdrawn

Filter By...  
Membership Status: All

CTRL-click to select/de-select multiple. You may de-select all to ignore a filter

Season: Summer 2015 2015 Spring 2015 Winter 2015 Fall 2015  
Sport: Unassigned Baseball Basketball Flag Football  
Division: Nothing selected OR  
Team: Team N1 Team N2 Team N4 Team N6 Team N8

Affiliation: Unassigned Town 1 Town 2 Town 3

Custom Field Filter...  
--Custom Field--

League Age Range:  -  (Across any selected seasons.)

Reset Search Search/Draft

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## Options:

- Recipients - user can select the various recipients to send to. "Head Coach" refers to people in a team's "Manager" position. "Assistant Coaches" refers to all other roles on a team.
- Filter By - these are the main filters for registrants
  - "Leagues" does not show up unless the organization has multiple leagues
  - Note: These are filters, so the more you pick, the more you may filter down the recipients. Generally, less filters can lead to wider searches (i.e. if you want to search most of your registrants accross all seasons, you just need to select the seasons and not the divisions or teams, as that could miss people who are on older teams or deleted divisions).
  - Sports Filter - filter recipients by the sport for which they are registered (Note: this is only available when Sport Filters are enabled on Setup->Organization->League in the "Admin tab").
  - Affiliations - filter players by their affiliation on registration (Note: this is only available when affiliations are set up at Setup->Organization->League in the "Admin tab")
- Custom Field Query - this is an advanced option that allows the user to build a query based on one or more custom fields and the answers given by registrants.

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