

## **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
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Registered

Not Registered

Not Paid

New Players

Recipients...

Leagues

MYL League

MYL Hockey

MYL Baseball

MYL Soccer

☒ Parents

☐ Head Coaches

☐ Additional Contacts

☐ Entire Board

☐ Players

☐ Assistant Coaches

☐ Umpire

☐ Withdrawn

☐ Coordinator

[Select All Leagues](#)

Filter By...

Membership Status: 

All

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

Season:

Sport:

Division:

Team:

Summer 2015 2015

Spring 2015

Winter 2015

Fall 2015

Unassigned

Baseball

Basketball

Flag Football

Nothing selected

OR

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

# Admin Site

## 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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