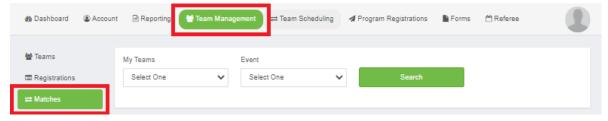
How to Chat with Opposing Teams in GotSport

(all information is subject to change 8/19/2021)

This guide can be used when wanting to chat with opposing teams in GotSport. PLEASE NOTE: The user must have team admin access as coach or manager and assigned to the team in question in order to proceed. If you do not have this access, please contact your club administrator.

- 1. <u>Click here</u> to access the GotSport login page.
- 2. Click on Team Management.
- 3. Click on Matches on the left menu.



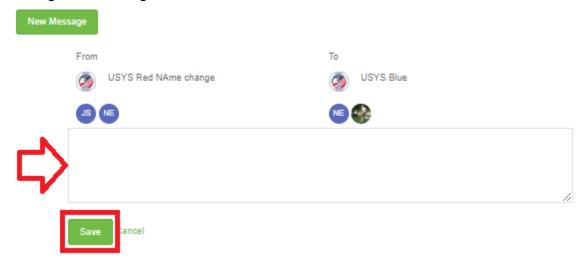
- 4. Use the filters if needed to narrow your search based on your teams and events.
- 5. After filtering to your schedule, locate the game in question and click the picon next to the game.



6. After clicking the chat icon, click New Message on the next page.



7. After clicking New Message, the screen will refresh and you will see your team name and profile icons on the right under From and the opposing team's name and profile icons on the right. Type in your message in the dialog box beneath the team information and click Save.



8. After clicking Save, the page will save the message and you will see the message and timestamp of the message. The messages and replies will be in reverse-chronological order, meaning the most recent message sent between the teams will be at the top of the list.



- 9. To reply to a message you've received, you can either click on New Message or click on the most recent message in the list that you received from the opposing team. In each case, a dialog box will appear, allowing you to enter your response and click Save.
- 10. If you ever exit and need to re-enter an ongoing chat, you can follow Steps 1 through 4. Any matches that have an active shat, you will notice the chat icon is green. Any matches that do not have an active chat will be grey.

Number	Event	Date	Time	Venue	Home	Team	Away	Team	Division	Status	Chat	
2	Conference	Sat 01/09/2021	07:00 EST		<u></u>	USYS Red name change	<u>@</u>	USYS Blue	B13U Premier I	Please Submit Schedule Update Form	•	***
1	Conference	Sun 02/28/2021	11:00 EST	Anderson Park - Troha Field - Troha Field 1	<u>@</u>	USYS Blue	<u></u>	USYS Red name change	B13U Premier I	Scheduled	•	***