



# User Accounts

# Affiliate Responsibilities

- One person is designated as Agent Of Record (Master account holder).
- Club's may have up to 2 agents.
- These must be listed in the club 'User Accounts' page.
- Affiliates are responsible for registering these persons with FYSA as coaches and verifying that they have an approved RM (Risk Management) status.

The next screen shows where you would create the User Accounts for access to Got Soccer. Only one person (must be a persons' name) is Agent of Record (Master Login).

The affiliates may have an additional 2 agents.

The number of User Accounts has no limit.

If an affiliate member has multiple roles, that person must have multiple accounts. An account for each role is required

Click on the home tab, then user accounts .

# Club User Accounts

multiple user accounts

**FLORIDA YOUTH SOCCER ASSOCIATION**

GotSport.com > Directors

Home Roster Club Referees Registrar Training League Tournament

My Account Events Support Help

Summary Account Info **User Accounts** Payment Setup Activity Logs GotSoccer Registration

User Account/Club Official Management [+ Create Club Official User Account](#)

The Active column shows whether a user account has been activated by signing the user agreement required at the time of the first login. The Signature column shows whether a signature image has been uploaded to the user account for printing on official documents.

Search Filters Role  Name/Email

#	Role	Full Name	Email	Listed	User Name	Access	Permissions	Last Login	Active	Signature
-	Master Login	Linda Lathrop	llathro1@gmail.com	Yes	fysadoc	All	Master Account	6/2/2011 10:01:26 PM	Yes	No
1	Agent	Billy Bob	lathro1@gmail.com	Yes	fysadoc/BillyBob	None	Basic Access		No	No
2	Agent	Just A Test	llathro1@gmail.com	Yes	fysadoc/Justa	None	Basic Access		No	No
3	Registrar	Linda Lathrop	llathro1@gmail.com	Yes	fysadoc/Linda	None	Basic Access		No	No
4	Treasurer	Just A Test	llathro1@gmail.com	Yes	fysadoc/JustATEST	None	Basic Access		No	No

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# Agent of Record

- **is the only person** who can submit the annual affiliation form for the affiliate.
- **is the only person** who can sign a proxy for FYSA business.
- **is the primary contact person** for FYSA official business.
- **must be listed by name** as the Master Account (Master Login) holder.
- **Passes title to new Agent of Record** by giving new AOR username and password.
- **Authorizes** all affiliates user accounts

# Agent & Agent of Record

- **May** collect credentials at the AGM without a proxy from the agent of record .
- **May** conduct business with FYSA.

## The Agent

- **May** petition FYSA to replace the Agent of Record if the Agent of Record has died, moved away etc.

# Credentials

- Agent of Record and Agents may be updated at any time by the affiliate.
- Last day to update Agent of Record or Agents names for the 2011 AGM is July 15