



FYSA is affiliated with



MEMORANDUM

TO: All FYSA Affiliate Members
FROM: FYSA Registration Committee
DATE: April 23, 2010

As has been previously communicated, FYSA has retained GotSoccer to provide software for player registration, rostering, pass generation, ODP, risk management, coaching clinics, state tournament registration and more. All this comes at no additional cost to the FYSA affiliates. FYSA is making this change due to all the additional functionality GotSoccer brings to the table at a very reasonable cost. GotSoccer's league scheduling module, which will interface with the FYSA databases, is available for use at no charge to any FYSA league that may so choose.

FYSA will soon upload all historical player information maintaining the players' current birth verification status. There will, however, be transition hurdles. The two most obvious are learning a new process for registering and obtaining official documents (currently referred to as the "upload") and the creation of duplicate player accounts due to the number of competitive teams currently maintaining a GotSoccer account containing their player information. There are tools in the software to help mitigate the time needed to eliminate any duplicate player accounts that may be created.

Player Registration, Official Rosters and Player Passes

The process to be used to register and obtain official documents will be different than in the past. It is very important to understand the differences and to understand the different terms used by FYSA and GotSoccer.

The four parts of the process are:

- 1) Player accounts: Each family/player can have their own online account that can be used to hold data such as emergency contact information and documents such as birth certificates. This will eliminate the need to retype player information.
- 2) Team building: The process of putting together a team roster before the information is presented to FYSA.
- 3) Registering players: This is part of the current "upload" and includes providing information to FYSA on all players that need to be insured for the seasonal year and provides FYSA with the player participation level (recreational, competitive, academy, or TOPSoccer).



- 4) Generating Official Rosters and Player Passes: This is an automatic part of the current “upload” function but is a separate function in GotSoccer.

Team Building

In the current registration system, this process is done outside of FYSA’s software either by using paper, a spreadsheet or a third party online registration package such as GotSoccer, Demosphere, or Blue Sombrero. This process will obviously continue and can be done in exactly the same manner used in the 2009/2010 seasonal year.

If teams were built on paper and then entered into a spreadsheet in preparation for the upload to FYSA, that process can remain the same for the 2010/2011 seasonal year. If teams were built using a third party software package, the information still needed to be entered into a spreadsheet for upload to FYSA. The only difference for the 2010/2011 season will be that those affiliates that use GotSoccer’s online registration product will not need to create a spreadsheet as the player information is already in the system.

Registering Players with FYSA

As noted above, this process is connected to the creation of documents in the present system, but registering players and generating official documents are different processes. Registering players is the process of informing FYSA as to the number and type of players that the affiliate wishes to register as an FYSA member and insure for the seasonal year.

This is one of the major differences between the current system and the new system. Registering players is a separate step in the GotSoccer software. Each affiliated club will be responsible for correctly designating each player that is to be registered and their competition level (recreational, competitive, etc). This is an easy process. It only takes a few minutes, but again it is different than the current method.

Official Rosters and Player Passes

Player passes will still be able to be printed at any time on any day (24/7) through the GotSoccer system. Registrars will be able to lock names, genders and birthdates. This is what is currently referred to as unverified information. FYSA will then review the birth documents online and verify the birthdate information from within the GotSoccer system.

Duplicate Players and Verification

Many FYSA affiliates with competitive teams may be familiar with GotSoccer as the company’s software is used by almost every major tournament in the nation and many held in Florida. If a club has teams that entered an event using GotSoccer software, the team has a team account and most likely has players listed in the roster area. This player information was most likely entered by a team manager and is unverified information.

All existing FYSA information will be imported into the GotSoccer system. This will include previous birth verification information. Therefore, the players on competitive teams will likely be duplicated in a club’s account. There are tools in the GotSoccer software to help eliminate those duplicates. FYSA apologizes for

this inconvenience, but it is much easier to eliminate the duplicate player accounts than re-verify every competitive player in the FYSA system.

Risk Management

The risk management review process will also be handled through the GotSoccer system. This is a fully integrated feature. It runs every 15 minutes, 24 hours a day. The system keeps track of the process in real time. It can take as little as 15 minutes for a coach to submit documentation to FYSA and for FYSA to return an “approved” status, assuming there are no risk management flags to review. Registrars will be unable to generate a coach’s card or an official roster containing the name of a coach without approval from the risk management system. Because the system is automatic, it is expected that the review process will be much faster than in the past. GotSoccer estimates 70% of risk management checks will result in approval within 15 minutes.

Support Tickets/Questions

GotSoccer is in the process of creating custom manuals for FYSA affiliate clubs, registrars, coaches and teams that should be available in early May 2010. FYSA will advise its affiliate members where to find those manuals when they become available.

In addition, GotSoccer’s software contains an internal communication system called Support Tickets. This feature allows FYSA to track questions back to a specific affiliate, handle questions as a staff instead of each staff member having to answer questions individually, therefore reducing response time. All questions must be submitted through this support feature. FYSA will answer the inquiry if it is relative to FYSA rules, policies or procedures. This site will be manned during normal FYSA business hours and may also be monitored on some non-business hours as needed by FYSA officials. When FYSA deems that an issue requires GotSoccer intervention, then the question will be forwarded to GotSoccer. FYSA anticipates that most questions will be relative to FYSA rules, policies or procedures, and FYSA, therefore, will be responsible for answering those questions. As to training issues, there is a GotSoccer website <http://www.gotsport.com/home.aspx>, with the log on of “gotdemo” and password of “demo”, where registrars can practice using this software. This is a national site and is not Florida specific, but it has all of the features that were shown in the trainings. Be aware that the demonstration site does not contain all the FYSA’s rules and policies and some processes may be different from the live site. Transactions on this site will not affect any real player or team registration information.

Website Access/Club Administration

Currently, online access is granted to club officials by the submission of an annual affiliation form. Going forward, the affiliation form will register the affiliate for the seasonal year, but the main administrator of the club, or Agent of Record, will be the one granting online access to all other members of the club through the use of the club's master account. The user names and passwords for these accounts have been given out to the Agents of Record and/or Club Registrars at the various training sessions all around the state.

Should you have any questions regarding the GotSoccer system or anything contained in this document, please contact Cheryl Pacheco, FYSA Program Specialist, at cpacheco@fysa.com.