## **Instructions for Printing Medical Releases through Team Connect**

- Login to www.cowlitzyouthsoccer.com (This is the same login you used to register as a coach.)
- Click the "Team Page" blue button in the center of the screen
- You will immediately see a colored bar (possibly green) at the top of the screen saying
  you've been invited to join your team. Click on this bar quickly as it will disappear if you do
  not click on it immediately. Clicking on this bar accepts the invitation for you to join your
  ream in Team Connect.
- On the left you will see a list of things you can click on. Click on the third option, "Roster".
- This takes you to different roster options. At the top, center of the screen, you will see a printer icon that says, "Print Rosters & Medical Releases." When you click on it, it will pull down a drop down menu. Click on the first option, "Official Stack Sports Medical Release."
- You should now have a document opened up with the medical releases so you can print them. There may be multiple pages per player. However, if you can alter your print job to only print the first page, this would be acceptable as it is the most important one to have on file in case of emergency.
- Have each child's parent sign their form and return to you. Coaches are to keep them on hand during all practices and games.

Helpful Hint: Your Team Connect email invite may go to "Junk" email folder, so be sure to check there if you do not see it in your inbox.

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