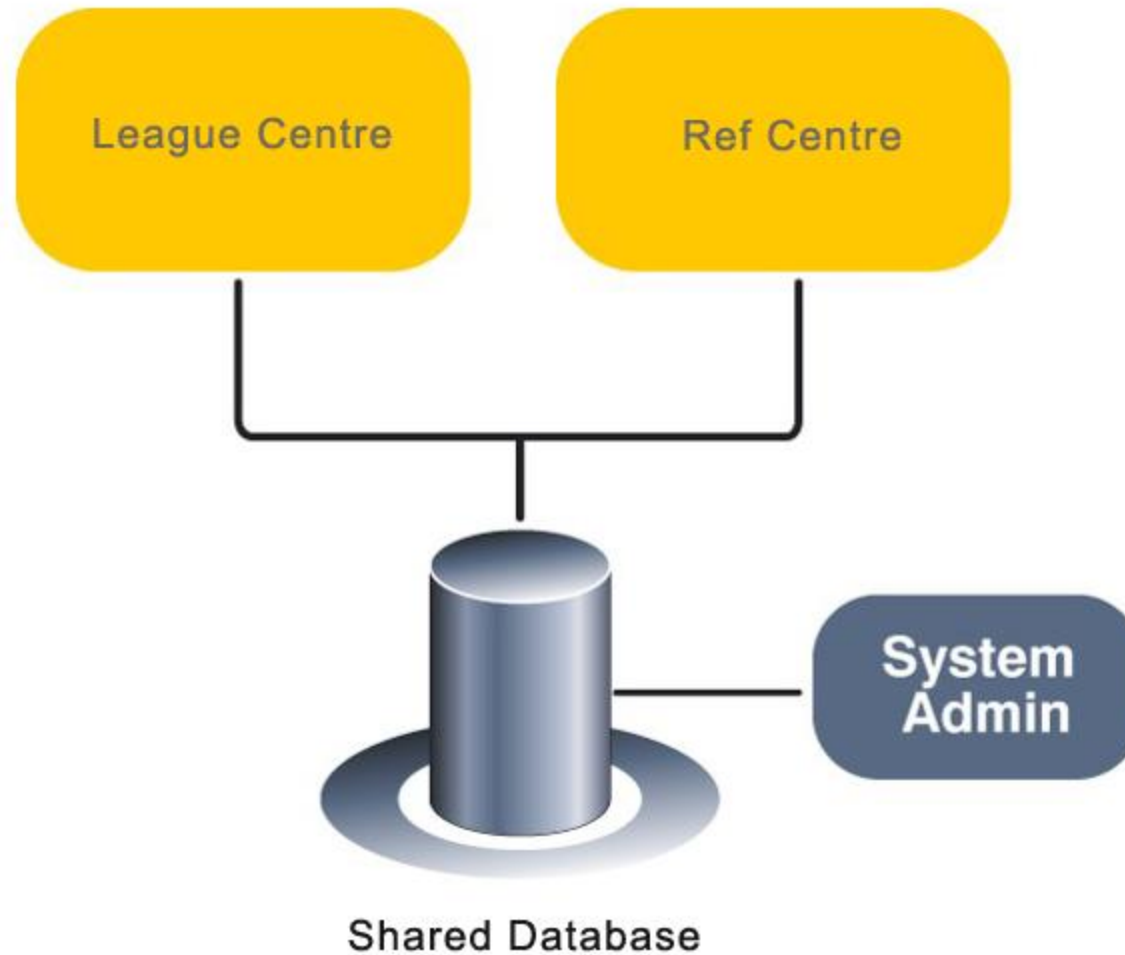**TOSL**
**Team Management**

# About E2E Soccer

- Company was founded in 2003

- We are located in Ottawa

- We provide IT solutions for the soccer community

- Our products allow our customers to automate their operations in a cost effective manner

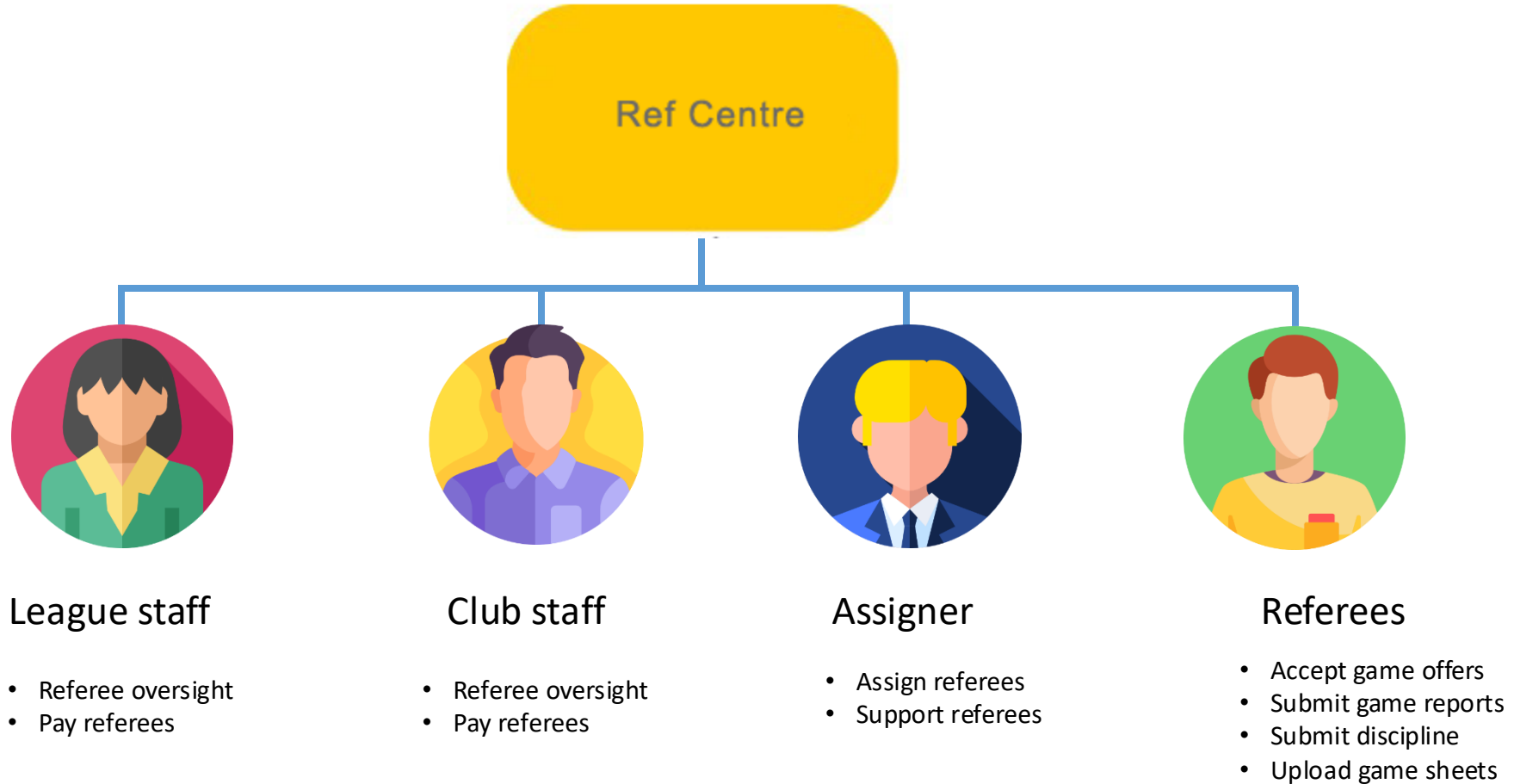- Our goal is to provide the customer with an end to end or E2E solution

League Centre

Ref Centre

System Admin

Shared Database

# League management roles and responsibilities

League Centre

## League staff

- Generate schedule
- Review game sheets
- Discipline management
- Operate the league

## Club staff

- Team oversight
- Create club rosters
- Approve call ups
- Club management

## Team staff

- Generate game sheets
- Submit game reports
- Request call ups
- Manage reschedules

## Players

- Read only

# Referee management roles and responsibilities

**Ref Centre**

## League staff
- Referee oversight
- Pay referees

## Club staff
- Referee oversight
- Pay referees

## Assigner
- Assign referees
- Support referees

## Referees
- Accept game offers
- Submit game reports
- Submit discipline
- Upload game sheets

The TOSL website is now at

https://tosoccerleague.ca/
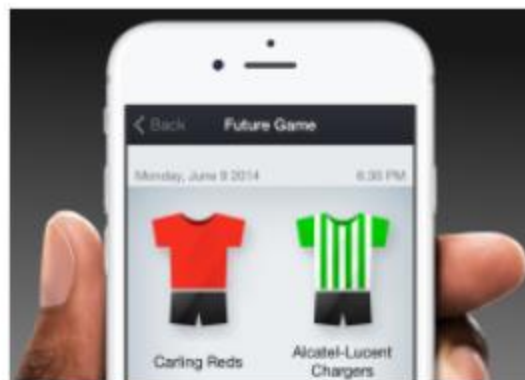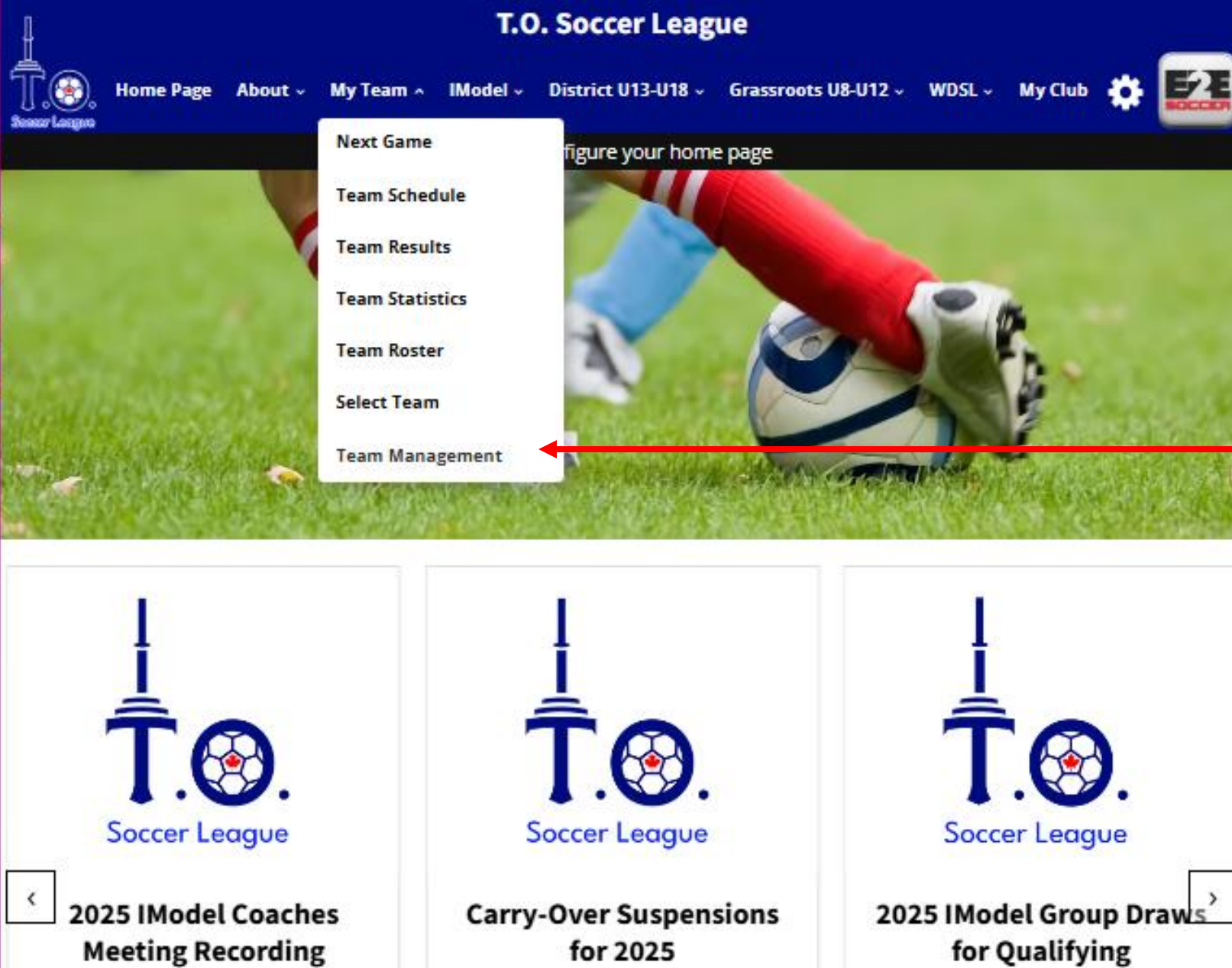
Each team manager and coach is required to set up an account with the site.

To do this go to the My Team and select Team Management

# T.O. Soccer League

edit

## Team Management

If you have a team management account please log in below

Email address

Enter email

Password

Password

**Login**

☐ Remember me

Forgot your password?

If you don't have a team management account you can create one below
with the activation code provided to you.

Activation code

TOSL24#

Select your club

Cherry Beach SC

**Activate**

To activate your account, go here
and enter this activation code.

**TOSL25$ (case sensitive)**

Choose your club's name from the
drop-down menu

Then click the Activate button

# T.O. Soccer League

Home Page   About ⌄   My Team ⌄   Games ⌄

## Team Management

**This section is applicable for teams participating in the Central Region IModel League**

By signing this document I agree that I, the undersigned have read the IModel Rules and Regulations for the Year 3 Central Region Pilot Project. I understand that this document is required as a condition of playing in the IModel Pilot in the Central Region in 2024.

I understand that if any changes are made to these Rules and Regulations at anytime during the season the most current version of the Rules and Regulations can be found on the Ontario Soccer IModel website and it is my responsibility to ensure that I am always using the most current version of the Rules and Regulations.

https://www.ontariosoccer.net/imodel

I agree to abide by the IModel Rules and Regulations and ensure that any other team officials associated with the team indicated below will also abide by these rules

**This section is applicable for teams participating in the TO Soccer League**

By signing this document I agree that I, the undersigned have read the TOSL Rules and Regulations. I understand that this document is required as a condition of playing in the TOSL in 2024.

I understand that if any changes are made to these Rules and Regulations at anytime during the season the most current version of the Rules and Regulations can be found on the TOSL website and it is my responsibility to ensure that I am always using the most current version of the Rules and Regulations.

www.tosoccerleague.ca

I agree to abide by the TOSL Rules and Regulations and ensure that any other team officials associated with the team indicated below will also abide by these rules.

**I Agree**

All team officials will be required to agree to the reading of the Rules & Regulations.

# Team Management

Team

Team Blue

Position

Team Head Coach

First Name

Andrew

Last Name

Oldham

Email address

andrew@rollingstones.com

Phone Number

551-552-5582

Registration # *(Leave blank if unknown)*

SEOS646196

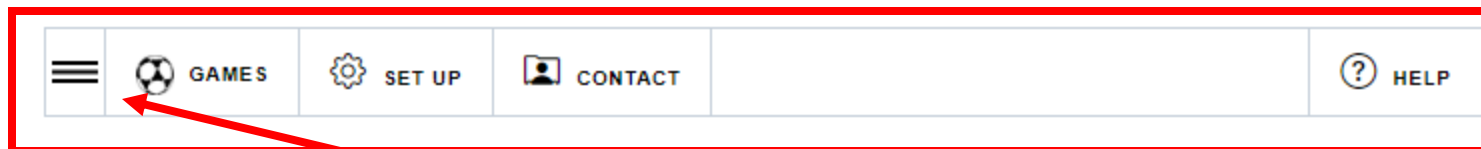NCCP # *(Leave blank if unknown or not applicable)*

Password

••••••

Retype password

••••••

**Activate Account**

Make sure that you select the correct team here

Fill in the rest of the page and click the Activate Account button

## T.O. Soccer League

edit

Home Page   About ⌄   My Team ⌄   Games ⌄

# Team Management

Test Team

| ☰ | ⚽ GAMES | ⚙ SET UP | 🖼 CONTACT | | ⊙ HELP |

Primary shirt color:

Select a shirt colour

Primary shorts color:

Select a short colour

Alternate shirt color:

Select a shirt colour

Alternate shorts color:

Select a short colour

Update Uniform

You will now be taken to the Team Management module

There are 4 tabs in this module

- Games
- Set Up
- Contact
- Help

Click on the 3 lines to open the submenus for each tab.

# Team Management

**Test Team**

| | GAMES | ⚙ SET UP | 👤 CONTACT | | ? HELP |

- 👤 Uniform
- 👤+ Roster
- 9 Shirt Numbers
- 🔒 Privacy
- 👤 My Account
- ☑ My Certification
- 🚪 Logout

**Update Uniform**

In each tab is a series of tools

Click on the button to visit that tool

# T.O. Soccer League

Home Page    About ˅    My Team ˅    Games ˅    ⚙

# Team Management

**Test Team**

≡    ⚽ GAMES    ⚙ SET UP    👤 CONTACT    ? HELP

Primary shirt color:

Red

Primary shorts color:

Black

Alternate shirt color:

Black

Alternate shorts color:

Black

**Update Uniform**

Start in the Set Up menu

First enter your uniform by selecting your shirt and shorts in the drop downs

Click the Update Uniform button to save

2024 TOSL League Wide Break- July 27-August 11

✓ Your teams uniform has been updated

A green message will tell you that the action was successful

It will be red if there is a problem

## T.O. Soccer League

Home Page    About ˅    My Team ˅    Games ˅

# Team Management

## Test Team

☰    ⚽ GAMES    ⚙ SET UP    👤 CONTACT    ❓ HELP

Primary shirt color:

Select a shirt colour

Primary shorts color:

Select a short colour

Alternate shirt color:

Select a shirt colour

Alternate shorts color:

Select a short colour

**Update Uniform**

# T.O. Soccer League

Home Page    About ⌄    My Team ⌄    Games ⌄

edit

# Team Management

## Test Team

≡    ⚽ GAMES    ⚙ SET UP    👤 CONTACT    ⑦ HELP

👤 Add Single Player    📄 Import from CSV

First Name
Joe

Last Name
Smith

Jersey # (optional)

Registration #
SEOS12345678

Date of birth
yyyy-mm-dd

Email address (optional)
joe@e2esoccer.com

Phone Number (optional)
Format: 212-555-1212

Save Player    Cancel

---

Now stay in the set up menu and select the Roster tool

Now enter your players

You can add them one at a time

or

You can import a csv file of your roster

Again note the green box indicating my player was added to my roster.

**Test Team**

| | ☰ | ⚽ GAMES | ⚙ SET UP | 🖼 CONTACT | | ❓ HELP |
|---|---|---|---|---|---|---|

| 👤 Add Single Player | 📄 Import from CSV |
|---|---|

First Name
```
Joe
```

Last Name
```
Smith
```

Jersey # *(optional)*
```
```

Registration #
```
SEOS12345678
```

Date of birth
```
yyyy-mm-dd                                                    📅
```

Email address *(optional)*
```
joe@e2esoccer.com
```

Phone Number *(optional)*
```
Format: 212-555-1212
```

**Save Player**   **Cancel**

After the player has been added he or she will be listed in the table below the buttons

If you need to edit or delete the player use these links

The following players are currently registered to your team.

Show 100 ▾ entries                                    Search: [            ]

| # | First Name | Last Name | Email | Reg # | | |
|---|---|---|---|---|---|---|
| 10 | Steve | FORREST | | SEOS5587416 | edit | delete |

Showing 1 to 1 of 1 entries                    Previous  **1**  Next

## Test Team

To obtain a blank game sheet scroll to the bottom of the drop down list

Select game

Blank game sheet

**Players**

☑ Steve FORREST

**Team Officials**

☑ Andrew Holden

**Suspended**

None

**Generate Gamesheet**

**Game Sheet Process:**

You will only be able to print one page at a time but give all 3 sheets to the referee.

Click on the link below to open up a game sheet in a new window errors on your game sheet please inform the referee so that the errors can be corrected

Print out 3 copies of the game sheet. Sign each game sheet and provide them to the referee.

Click on Generate Gamesheet to open up your game sheet in a new window.

---

After you have entered your roster you can create a gamesheet

To do this go to the Games tab.

Click the 3 lines icon to see the options under Games, click gamesheets.

Choose your players who will be attending the game and click Generate Gamesheet

A gamesheet will appear in a new window.

Print it out and bring it to the game

**Test Team**

| ☰ | ⚽ GAMES | ⚙ SET UP | 👤 CONTACT | | ? HELP |

| ⊕ Call Up List | 📄 Game Call Ups |

If Call Up's are required, go to Games/Call Ups.

**Warning**

Please note that this tool does not check if the players you have selected are eligible for a call up

It is your responsibility to check the published rules of Ontario Soccer and the league to ensure that the players you have selected are eligible to be called up to your team

To call up a player you must first create a call up list for your team.

You can choose a player from within your club that is already playing in the league.

Or you can add a player from another league.

**Option 1 - Add a Club player**

Select from other league players from your club

| Select a club player |

- or -

**Option 2 - Enter players from another league:**

First Name

| Mick |

Family Name

| Jagger |

Registration Number

| SEOS7667576 |

Date of Birth

| 2012-05-30 📅 |

Player's League

| |
| District League |
| House League |

**Add Player**

Sample gamesheet

# T.O. Soccer League

Game Sheet For:
**Test Team**

**Home Team:** Test Team  **Score:**  **Away Team:** Test Team Blue  **Score:**

| # | Player's Name | YOB | Reg # | G | Y | R |
|---|---|---|---|---|---|---|
|  | Mick Jagger (Call Up) | 2012 | SEOS7667576 |  |  |  |
| 10 | Steve FORREST | 2011 | SEOS5587416 |  |  |  |
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**Referee Instructions**

Upon conclusion of the game, the referee will complete the game sheet and provide each team with their own copy.

Referees are required to upload completed game sheets on Ref Centre within 24 hours of the game

**To be completed by the referee:**

1. Game delay (if any) caused by:

_____

2. Protest lodged before game?:

☐ Yes   ☐ No

If yes by whom:

_____

3. Was mandatory player ID verification checked?

☐ Yes   ☐ No

4. Did teams have correct uniforms?
:

☐ Yes   ☐ No

**Referee:**

**AR #1:**

**AR #2:**

_____

Your signature

I certify that all the above players are properly registered with the District Association
Initial:_____

| Position | Name | Reg # | Signature | Y | R |
|---|---|---|---|---|---|
| Team Head Coach | Andrew Holden | SEOS524875 |  |  |  |

| Suspended |
|---|
| None |

**Referee Instructions for Red Cards**
When a red card is issued please enter a code in the R column to show the offence as follows:

A. Serious foul play
B. Violent conduct
C. Spits at an opponent
D. Denies an obvious goal scoring opportunity by hand ball
E. Denies an obvious goal scoring opportunity by foul

F. Offensive or insulting language or gesture directed at a game official
G. Offensive or insulting language or gesture not directed at a game official
H. Receives a 2nd caution when at least one caution was for an offense directed at a game official
I. Receives a 2nd caution when neither caution was for an offense directed at a game official

**T.O. Soccer League**

Home Page   About ⌄   My Team ⌄   Games ⌄

# Team Management

**Test Team**

≡   ⚽ GAMES   ⚙ SET UP   👤 CONTACT   ❓ HELP

📄 Game Sheets

☰ Game Report

✏ Modify Reports

📅 Schedule

📞 Call Ups

🔨 Discipline

$ Team Fines

🚪 Logout

Next

After the game go to the Game Report tool to submit a report

Follow the instructions to completion

When both teams have entered a game report the standings will be updated

# Team Management

Test Team

| | | | | |
|---|---|---|---|---|
| ☰ | ⚽ GAMES | ⚙ SET UP | 👤 CONTACT | ❓ HELP |

| 👤 My Team | 👤 Other Team Contacts |
|---|---|

Team Officials

| Name | Email | Phone | Position |
|---|---|---|---|
| Andrew Holden | holdena1@noemail.com | 222-222-2222 | Team Head Coach |

Players

| Name | Email | Phone | Position |
|---|---|---|---|

When you click on Contact, there are 2 tabs:
- My Team
- Other Team Contacts

Please use this when contacting your team or opponents.

Please contact the TOSL staff in you need assistance setting up your Team Management account