Emailing your team

1. Log into your Affinity account (go to http://oysa-swsc.sportsaffinity.com/reg/index.asp and click the User Login tab on the top left) with your user name and password. Your account screen is displayed. Click the Teams tab to display a list of the teams you are assigned to.

2. Click the "Team Info: button to display a roster of your team. Click on the envelope button to the left of each player/coach name to email the players/coaches individually or together as a team. The Affinity email system allows you to cc others on the email and to attach PDF documents to the email.

3. At the bottom of the screen where you enter your email message, the list of email addresses is displayed. Once you have entered your message, click Send and the message will be sent to the addresses checked below the message box.
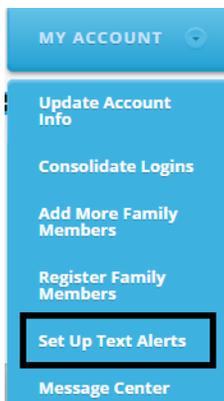
You can also to print a team roster with email addresses. Clicking on the "Print Team Roster/Email" button at the bottom of your team listing will display a roster with email addresses for all the members of your team.

Texting your team

Our online registration provider also provides the text messaging functionality. This allows coaches/assistants to send text messages to players/parents on their team who have opted into the SMS Text feature.

If you want to use text messaging to communicate with your parents:

1. Ask each parent to sign up for the SMS Text feature. To sign up, parents must log back into the online system (http://oysa-swsc.sportsaffinity.com/reg/index.asp?sessionguid=), click the User Login tab at the top left of the page and log in with the username and password that they used when they originally registered).

2. On the My Account page that is displayed, go to **My Account>Set up Text Alerts** drop-down.

3. Have your parents complete the fields in the displayed dialog and click "Add SMS Address"

4. Once they have done this, coaches/assistants can login into My Account and text message those players on your team(s) who have signed up for this feature. Note that the Message cannot exceed 160 characters and you may not use any part of the words "truncate" or "script" in the message.