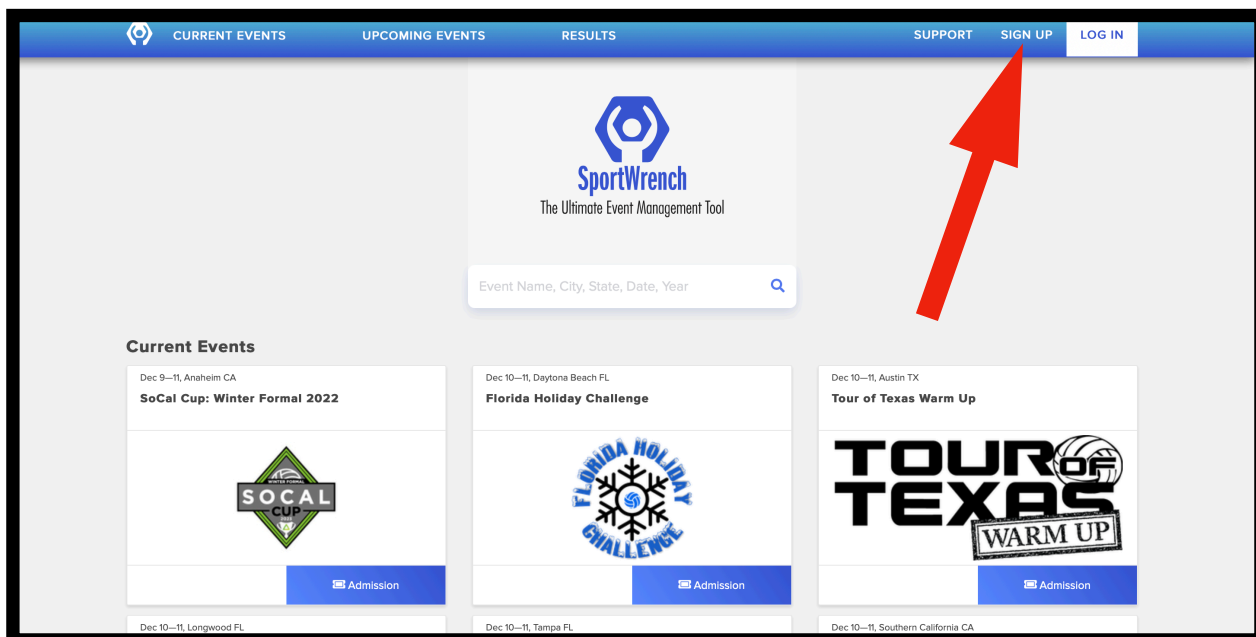


Club Director Account in SportWrench



Step #1

- Go to: <https://sportwrench.com/>
- Click the SIGN UP button on top right of page
- Fill out required information and set password
- Under “Choose Roles” check box for “Club Director”
- Click the blue “Sign Up” button on bottom



Sign Up

Registration

First Name*

Last Name*

Email*

Password*

Repeat Password*

Gender

Male Female

Personal Info

United States

+1 Mobile Phone

Will only be used to resolve account or purchase issues.

ZIP Code*

Choose Roles

Spectator
All users will have spectator privileges

Club Director
Choose if you manage teams, coaches and/or enter events

Staff / Official
Choose if you will work for an event

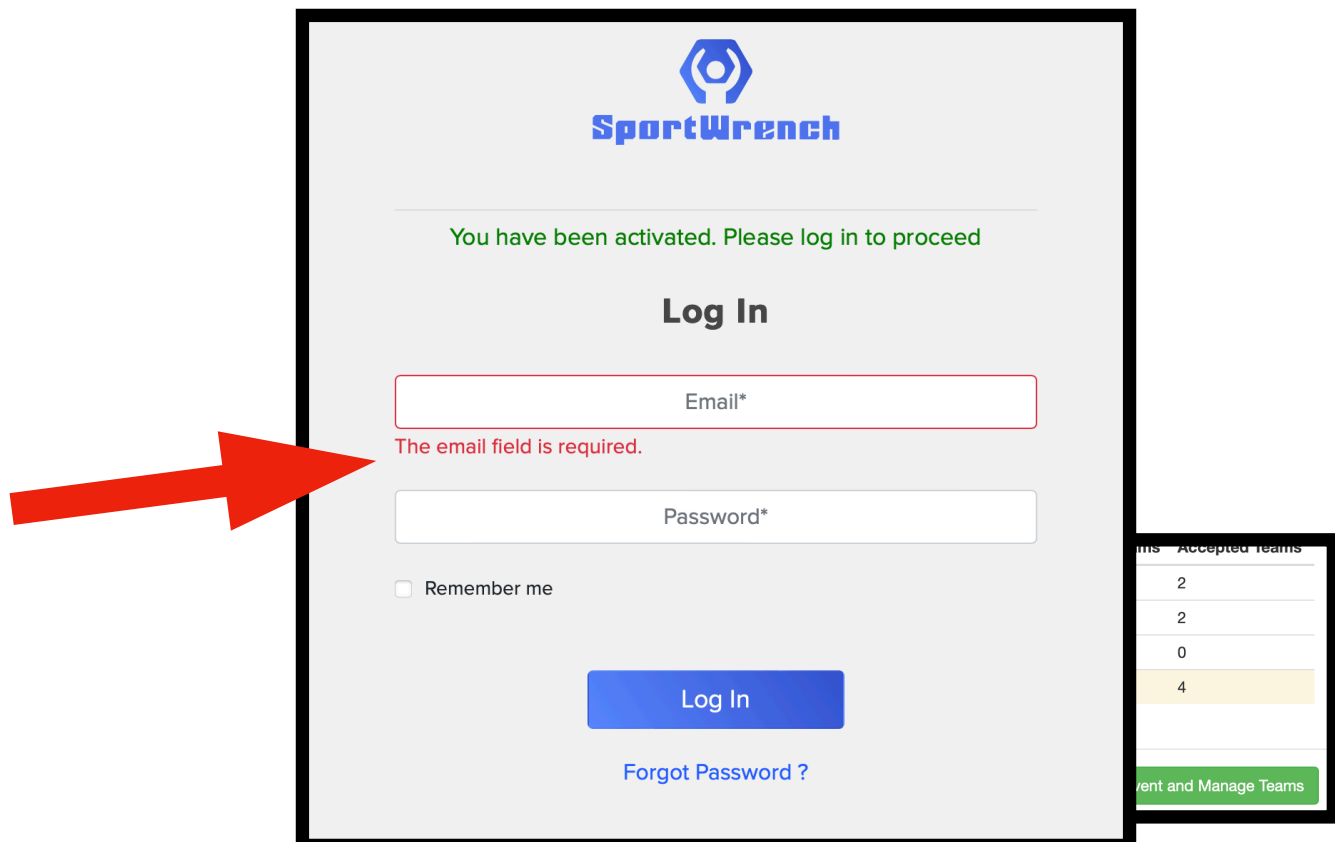
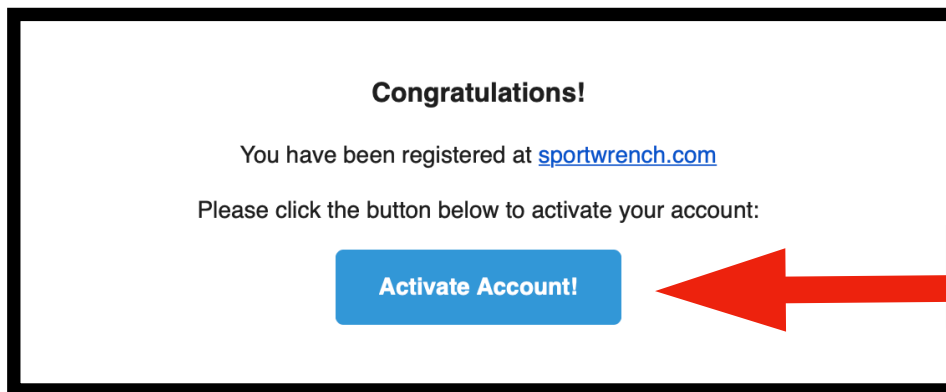
Event Owner
Choose to activate your owner account for your SportWrench run events.

Event Exhibitor / Sponsor
Choose if you will pay for event booth space or sponsorship

Sign Up

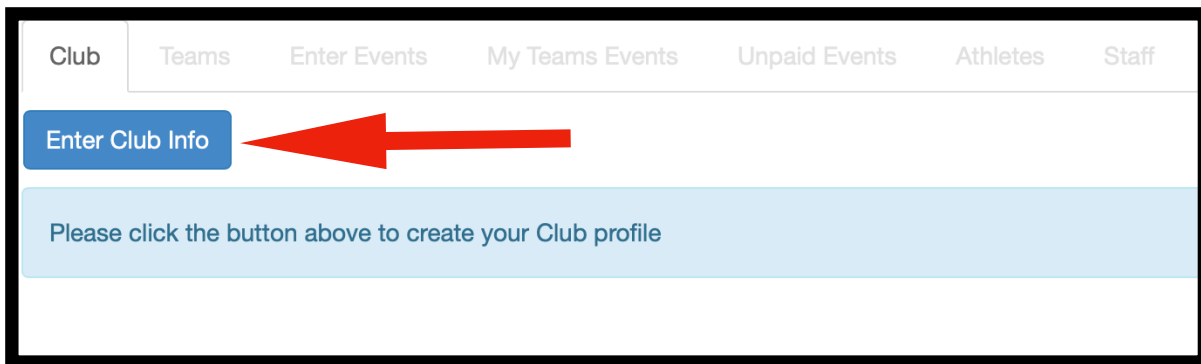
Step #2

- Retrieve the Activation email from your email account
 - *If email not found in inbox, check “junk” or “spam” folder
- Click the “Activate Account!” Link in the email
- This will take you back to the Sportwrench login screen
- Login using your email as username and the password you created



Step #3

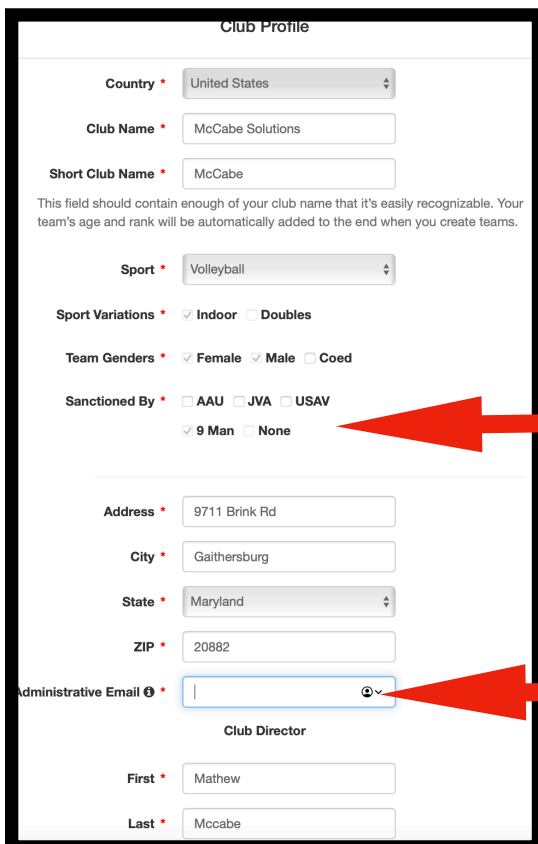
- Once logged in you will need to create your Club profile
- Click the Blue “Enter Club Info” button
- Enter all Required Information
 - *For Sanctioning please choose “9 Man”
- Administrative email will need to be different than club director email. Our system requires two email addresses to ensure information is communicated by event owners.
- Click Submit at the bottom the dialog box



Club Teams Enter Events My Teams Events Unpaid Events Athletes Staff

Enter Club Info

Please click the button above to create your Club profile



Club Profile

Country * United States

Club Name * McCabe Solutions

Short Club Name * McCabe

This field should contain enough of your club name that it's easily recognizable. Your team's age and rank will be automatically added to the end when you create teams.

Sport * Volleyball

Sport Variations * Indoor Doubles

Team Genders * Female Male Coed

Sanctioned By * AAU JVA USAV
 9 Man None

Address * 9711 Brink Rd

City * Gaithersburg

State * Maryland

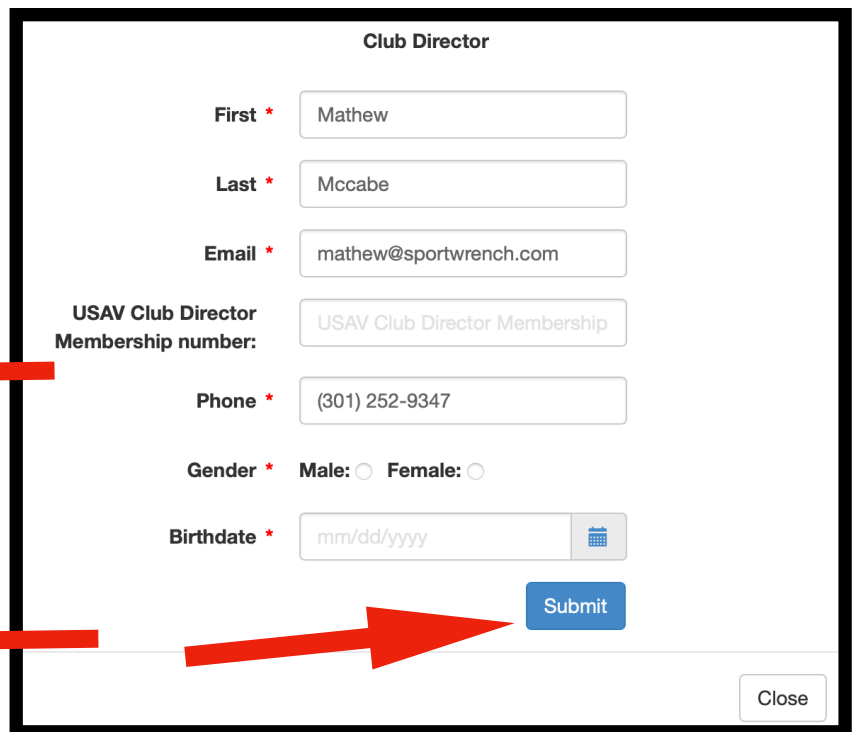
ZIP * 20882

Administrative Email *

Club Director

First * Mathew

Last * Mccabe



Club Director

First * Mathew

Last * Mccabe

Email * mathew@sportwrench.com

USAV Club Director Membership number: USAV Club Director Membership

Phone * (301) 252-9347

Gender * Male: Female:

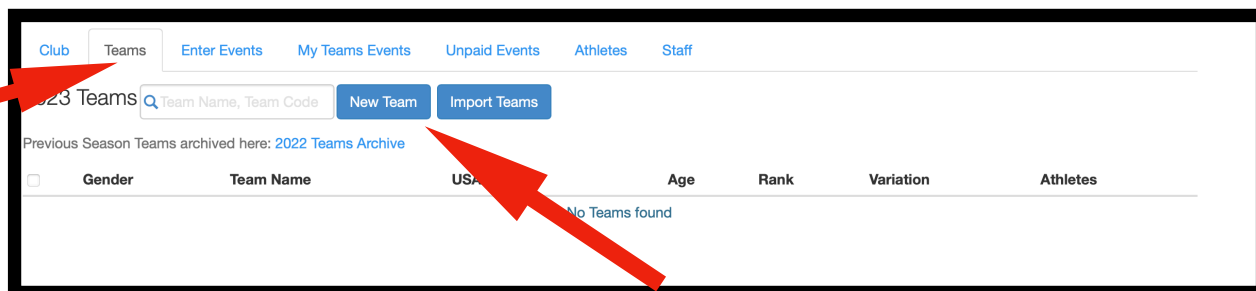
Birthdate * mm/dd/yyyy

Submit

Close

Step #4

- Click the “Teams” tab
- Click the blue “New Team” button
- Create the name of the team you want to create (Choose adult for age)



Step #5

- Click the Link provided in the email to go directly to the registration page for the 78th National American Chinese Invitational Volleyball Tournament

LINK FOR 2023 EVENT:

<https://my.sportwrench.com/#/club/event/77e98173/teams>

Step #6

- Click the drop down arrow next to each team where it says “not entered”
- Click the division you wish to enter that team into
- Repeat until all teams are registered

Club Teams Enter Events My Teams Events Unpaid Events Athletes Staff 2023 Middle School Rumble

Event info Teams Entry Event Roster Online Team Check In

Pay Search Show: All Teams Age: From To Rank: From To Gender: Print All Rosters

Warning: Please verify that your team code is correct before entering it into an event. You can not change anything about a team code after entering.

Event Division	G	Team Name	USAV Code	Age	Rank	Payment	Entry	Housing
Not entered	♂	McCabe 18 1	G18107681XX	18	1	Not paid		

Club Teams Enter Events My Teams Events Unpaid Events Athletes Staff 78th National American Chinese Invitational Volleyball Tournament

Event info Teams Entry Event Roster

Pay Search Show: All Teams Age: From To Rank: From To Gender: Print All Rosters

Warning: Please verify that your team code is correct before entering it into an event. You can not change anything about a team code after entering.

Event Division	G	Team Name	USAV Code	Age	Rank	Payment	Entry	Housing
♂ Mens Division 1	♂	McCabe 1	B0A107681XX	Adult	1	Not paid		
♀ Womens Division 1	♀	McCabe 2	B0A107682XX	Adult	2	Not paid		
Not entered	♂	McCabe 18 1	G18107681XX	18	1	Not paid		

For questions or support, contact:
info@sportwrench.com

