

## RESERVING PRACTICE TIMES AT ROCKEY WEED

**NOTE:** You *do not* have to reserve field practice times on: weekdays prior to 5:00 (if practice ends by 5:00), all day Friday, Saturdays after 1:00 or Sundays. See last page of these instructions for available fields and field numbers. You can reserve a field that is not your normal division size, (example a U10 can reserve a U8), but **PLEASE** choose a field closer to Cleveland, leaving the fields closer to the parking lot for age appropriate teams. Also, please use **ALL** the fields—not just the ones closest to the parking lot—so we are distributing the wear and tear more equally over all the fields.

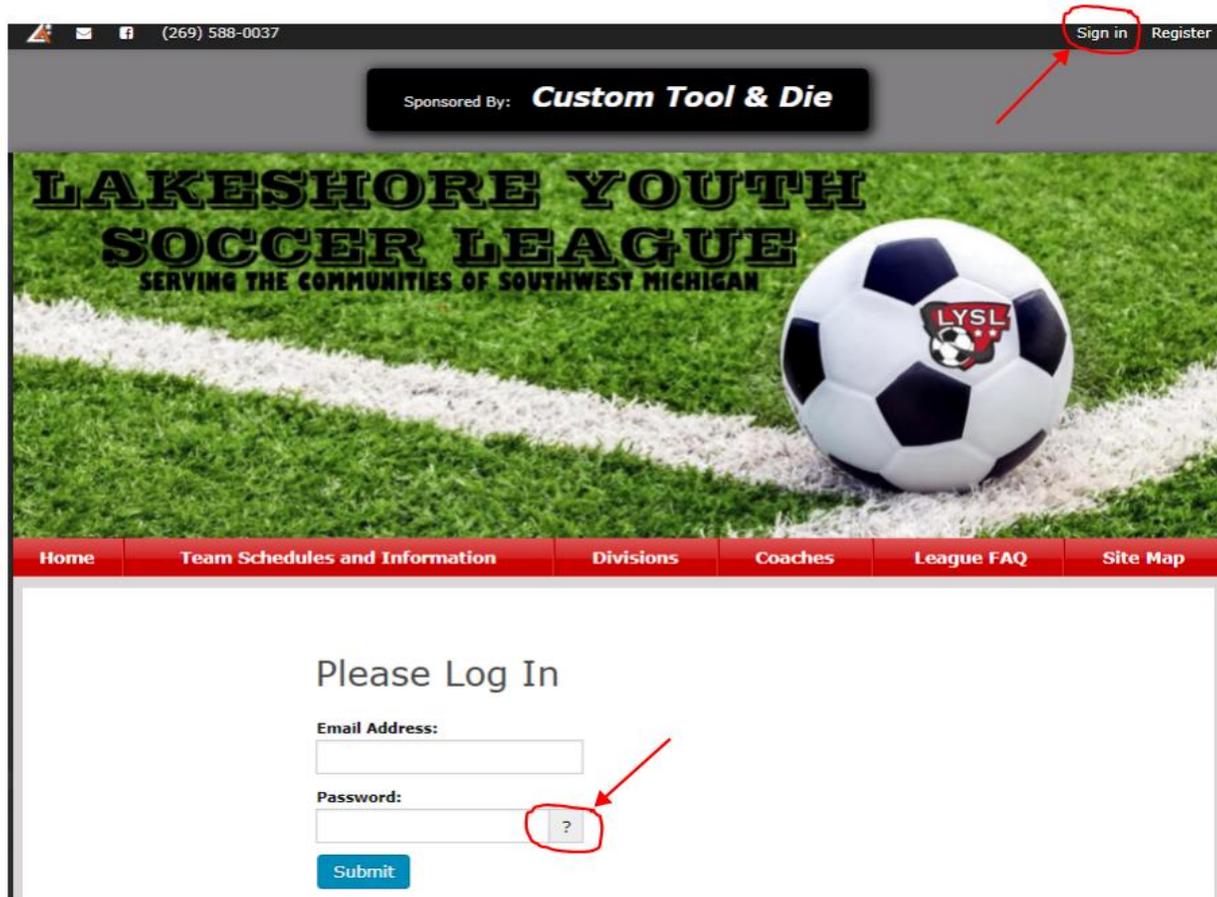
First, check the “Season (spring or fall) Game/Practice schedule” for field availability the left side our website's home page.

<http://lakeshoreyouthsoccer.com/MasterGameSchedule.asp?n=138982&org=LAKESHOREYOUTHSOCCER.COM> (will take you right there). LYSL or middle school games have priority and you **CANNOT** book practices when there are games; otherwise it is first come, first serve. When reserving a practice(s) you are allowed only **ONE HALF** of the field—for scrimmaging simply have the team you are scrimmaging book the only half. When verifying, please confirm that no other team already has half the field reserved otherwise your intended scrimmage partner will not be able to reserve the other half. You can then practice for the first part of your reserved time and scrimmage the last part. After you verify the dates are open you can proceed to reserving fields.

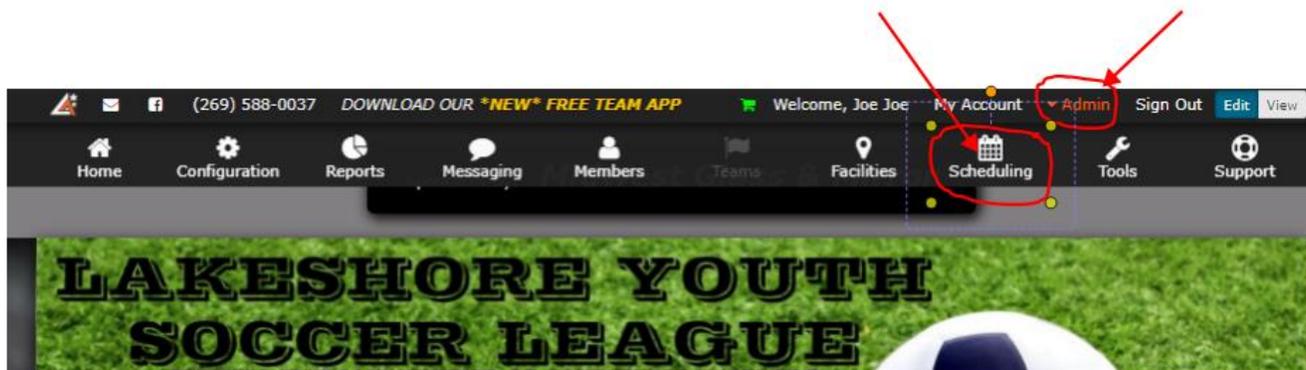
**NOTE:** You have the option to bypass the verification process and proceed directly to reserving fields, however, it will be a guessing game as to availability.



To reserve a field, click “Sign in” in the upper right-hand corner of the website. A Please Log In window will pop up. You login here with your password or first time users can find their password by clicking on the ? (forgot) and your password will be sent to your designated coaches email.



Once login, hover over the Admin drop down in the upper most ribbon, then click “Scheduling” and in the drop down choose “Add Game/Practice”.



Enter the highlighted information and press Submit. Repeat the process for addition practices.

**NOTE:** If at any time the system will not let you reserve this date, time, or field then one of the choices must already be full—the system is setup to only allow two teams per field per given time slot (each allotted a half size field). If they intent is to reserve a full field then the “other team” you intend to scrimmage must also complete the process.

## Event Details Help

### Games / Practices

Use this page to schedule events such as games, practices and scrimmages. These events are scheduled for a specific time and location and can be canceled in the future.

Game / Practice **General Event**

**Date** 07/28/2017  TBD **7:00 PM** for **60** min. to 8:00 PM ?

**Location** Stevensville, LYSL Field 12 - U11/12  ?

**Category** Practice ?

Status N/A  ID optional

Arbiter ID optional

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Season Fall 2017  Link to tournament bracket

**Teams** Select

Opponent

Outside Opponent Other  Define Other

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Event Note  ?

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### Send Notifications Now?

This will send email and text notifications immediately to all members affected.

**Notify Team Managers**

**Notify Team members and parents**

**Notify Officials**

**Current Rocky Weed field map.** The extra fields are first come first serve and currently cannot be reserved.

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