

## **How to Clone Roster into Event**

 Coach/manager will log into their gotsport profile. Click on person icon in top right to access profile.



Then Click on your team name that is in the NTX Soccer Presidents Cup.

- 2. After clicking into team, go to Rosters, click drop down menu and select NTX Soccer Presidents Cup. Hit Search.
- 3. You will then make the "Clone roster from" drop down be your current home association registration event. Then hit Submit.

## Example:



- 4. After cloning, make sure players are correct. You can now add any club pass players.
- 5. Club Pass you will add club pass on the same page, but using the Add Club Pass Player button. You can only add players as a club pass if they are registered to a NTSSA team in the same club as your team)



If you need any assistance on your roster, you can also contact your club administrator and they can assist you through the roster builder feature in the club account.