

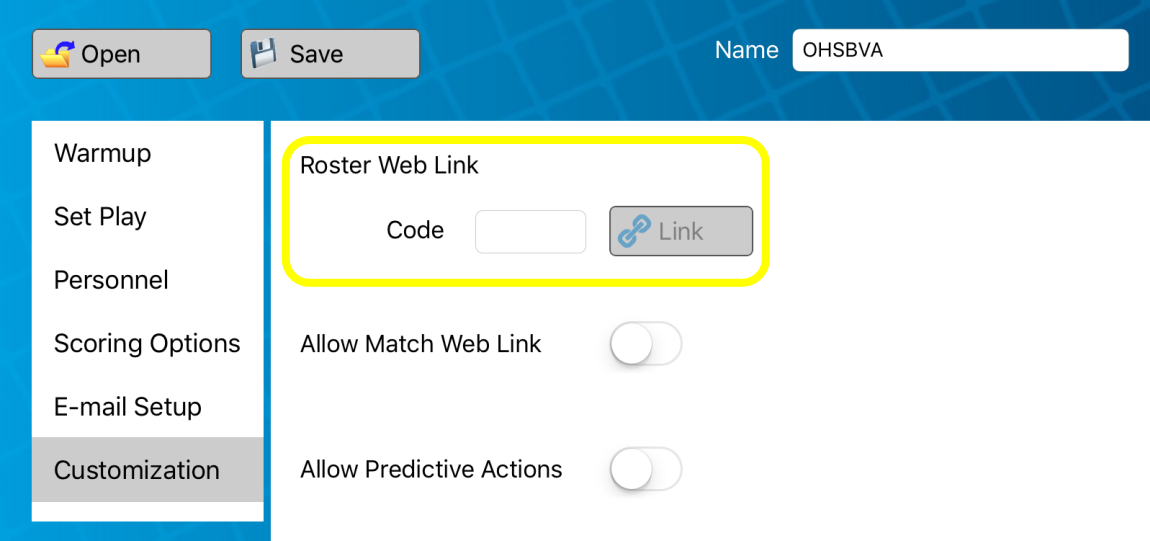
How to Use the Roster Upload/Download Feature

VolleyWrite allows schools to upload their rosters to the web and download rosters for other teams. (This is currently available in Ohio.)

1. Wildfire Sports gives each school an exclusive four-character code. Using this code will allow a school to upload the rosters for that school only. Schools will not be able to change and upload a roster for a different school.

ENABLE THE UPLOAD/DOWNLOAD FEATURE

2. The roster upload/download feature is enabled on the Customization page of the Rules tab under the title, "Roster Web Link."

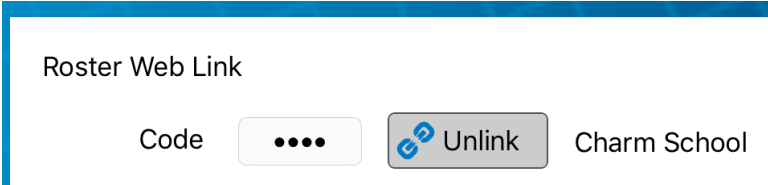


The screenshot shows the 'Customization' page in VolleyWrite. On the left is a sidebar with menu items: Warmup, Set Play, Personnel, Scoring Options, E-mail Setup, and Customization (which is highlighted). At the top of the main area are 'Open' and 'Save' buttons, and a 'Name' field containing 'OHSBVA'. The 'Roster Web Link' section is highlighted with a yellow box. It contains a 'Code' input field and a 'Link' button with a chain-link icon. Below this are two toggle switches: 'Allow Match Web Link' and 'Allow Predictive Actions', both of which are currently turned off.

3. Once you enter a four-character code, the [Link](#) button becomes active. When you click on the [Link](#) button, you may see a wheel while your request is processed.



4. When you are connected, the [Link](#) button becomes an [Unlink](#) button and the name of your school appears next to it.



This screenshot shows the 'Roster Web Link' section after a school has been connected. The 'Code' field now displays four black dots. The 'Link' button has been replaced by an 'Unlink' button with a chain-link icon. To the right of the 'Unlink' button, the school's name 'Charm School' is displayed.

- When you no longer need to upload or download rosters, turn off this feature by touching the [Unlink](#) button.

VolleyWrite removes the school name and clears the previous code to allow a new code to be entered. The [Unlink](#) button changes back to a [Link](#) button (which is disabled until a four-character code is entered).

- With the Roster Web Link connected for your school, VolleyWrite includes [Upload](#) and [Download](#) buttons on the Rosters tab.

You can only upload from the **Home** team side of the Rosters tab but you may download to both sides.

The screenshot shows the 'Home' interface of the VolleyWrite application. On the left, there is a vertical sidebar with several buttons: 'Clear' (with a document icon), 'Open' (with a folder icon), 'Save' (with a floppy disk icon), 'Print' (with a printer icon), 'Download' (with a green arrow pointing down), and 'Upload' (with a blue arrow pointing up). The main area on the right is titled 'Home' and contains a form for team information with fields for 'Team Name', 'Team ID', 'Coach (opt.)', and 'Assistant (opt.)'. Below these fields is a table with the following headers: 'Prev', 'Present', 'Sets', '#', and 'Name (optional)'. The table contains six rows, each with a toggle switch in the 'Prev' column and empty input fields for the other columns.

Prev	Present	Sets	#	Name (optional)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

When you have both the Roster Web Link and the Match Web Link features active, the [Open](#), [Clear](#) and [Download](#) buttons are disabled when linked to a tournament and a match is in progress.

UPLOAD A ROSTER

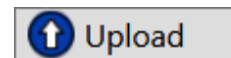
- After you have entered at least the team name and one player number, the [Upload](#) button becomes active.

The [Upload](#) button remains active as long as there is information on the left side of the Rosters tab.

Player names are optional, but we do recommend entering the names of all players.

Present	#	Name (optional)
<input checked="" type="checkbox"/>	1	
<input checked="" type="checkbox"/>	2	
<input checked="" type="checkbox"/>	3	
<input checked="" type="checkbox"/>	4	
<input checked="" type="checkbox"/>	5	
<input checked="" type="checkbox"/>	6	

When all of the desired information has been entered, click the [Upload](#) button on the left side of the screen.



You must select a level from the Level bar.

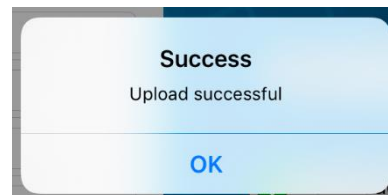
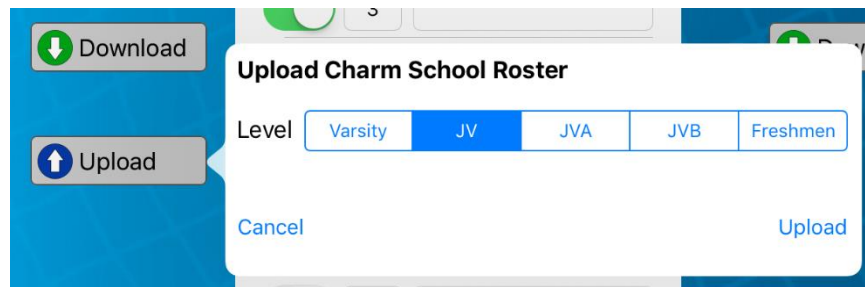
Upload Charm School Roster

Level: **Varsity** JV JVA JVB Freshmen

Cancel Upload

VolleyWrite forces the school name in the title of the uploaded roster. No matter what name you enter, the name in the roster when it is uploaded is the name established on the web site followed by the level you chose (VAR, JV, JVA, JVB, or FR).

8. Touch the green [Upload](#) button in the bottom right corner of the pop-up box to finish.

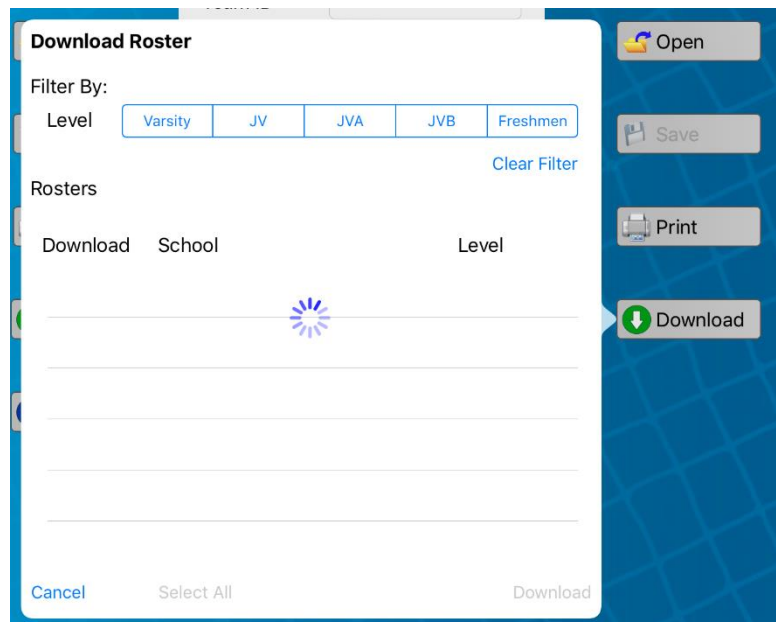


NOTE: When you upload a roster, it over-writes any roster by the same name already on the web without warning!

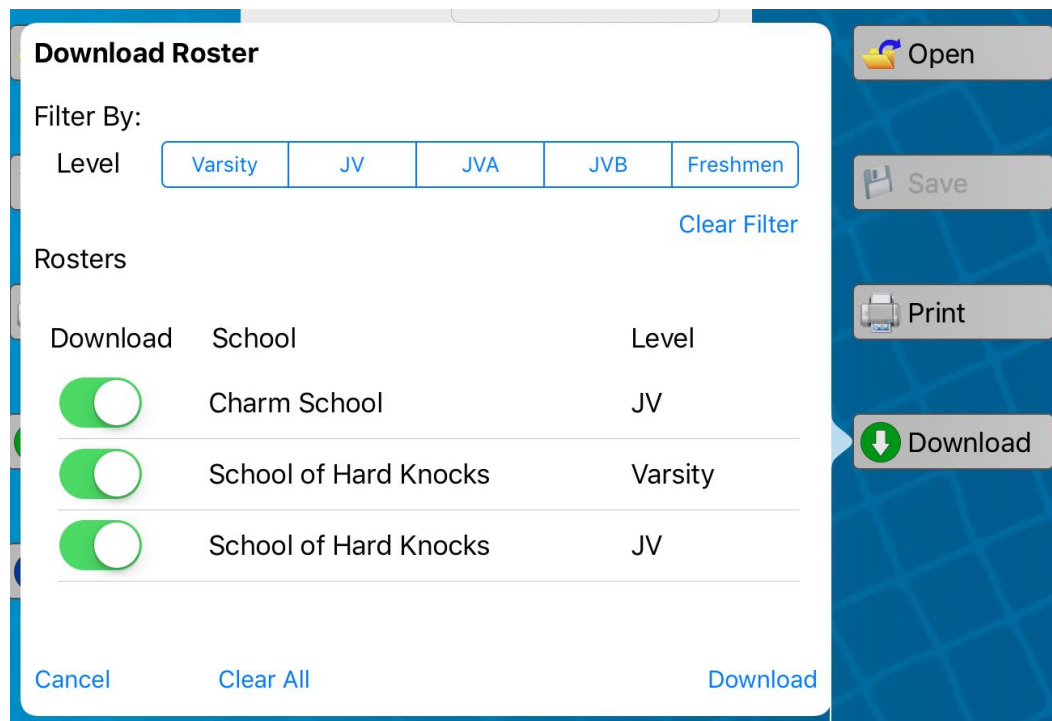
DOWNLOAD A ROSTER

9. You can download one or multiple rosters from either side of the Rosters tab. A rotating wheel will indicate that a download list is being populated.

The [Download](#) buttons are available until the teams are loaded onto the Set tab with the [Start](#) button.



You can filter by level by selecting from the bar.



Select a single roster by touching its slider.

Once a slider is in the ON position, [Download](#) becomes active in the bottom right corner, as indicated by its blue color.

Download the rosters for all levels by touching [Select All](#). When the [Select All](#) button is clicked, it becomes a [Clear All](#) button for your convenience.

- When you select only one roster, VolleyWrite downloads it, then opens it on the Rosters tab.
- When you select more than one roster, VolleyWrite downloads them into the Rosters folder so you can select one using the [Open](#) button.

NOTE: When you download a roster from the web, if you already have a roster of the same name in your rosters folder, it will be over-written without warning!