

How to Upload Files to Your TeamSnap Player Profile

Wondering how to upload your Registration Documents?

No worries! It's really not complicated, it will just take a few moments of your time when you have your computer and scanner or smartphone available. If you have ever uploaded a photo to Facebook or attached a file to an email, you can totally do this!

Steps for Uploading Files to TeamSnap:

Step 1: make a scan or take a photo with your Smartphone of your signed forms and your player's USLax membership, or whatever forms you need to return. (You can even take a screenshot of the USLax membership, if you prefer.) Be sure to name these files and know where to find them on your computer.

*Remember, all players need a copy of their current USLacrosse membership and a signed code of conduct form, and **NEW** players will also need a signed ImPact concussion testing consent form. These forms are available on our website: <http://cambridgeyouthlax.com/> in the Important Forms tab.*

Example of a copy of current USLax membership:



Step 2: log in to TeamSnap and click on your son's Team Roster Tab and find your player's name on the roster and click his name to open the "Player Profile:"

Fall U15 Master List
CYL Fall 2015
Cambridge Feeder Lacrosse

Home Roster Schedule Availability Tracking Payments Statistics Refreshments Media Messages Team Store Preferences

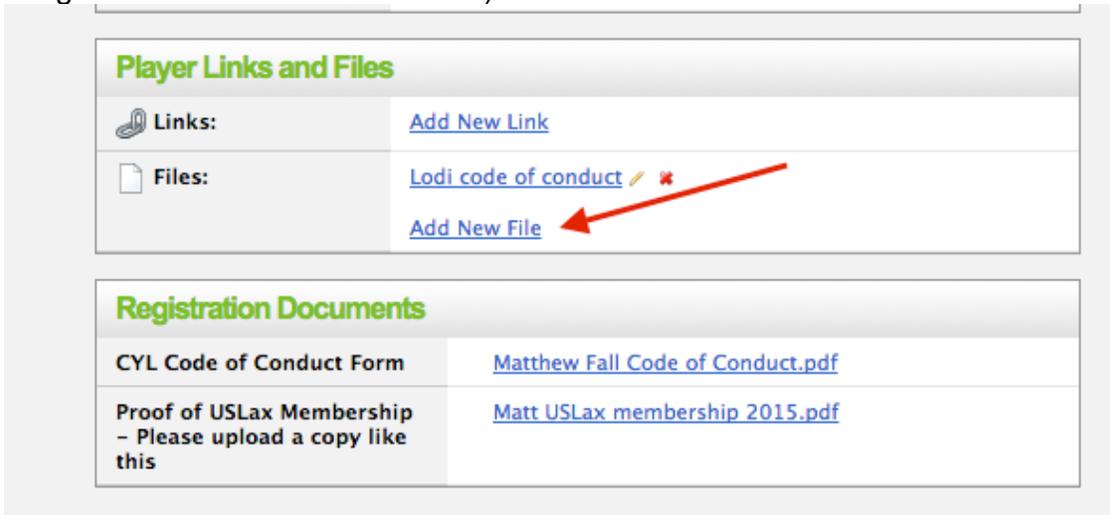
Player Profile for Matthew Lodigensky

NEW We've made some changes to this tab — [learn more](#).

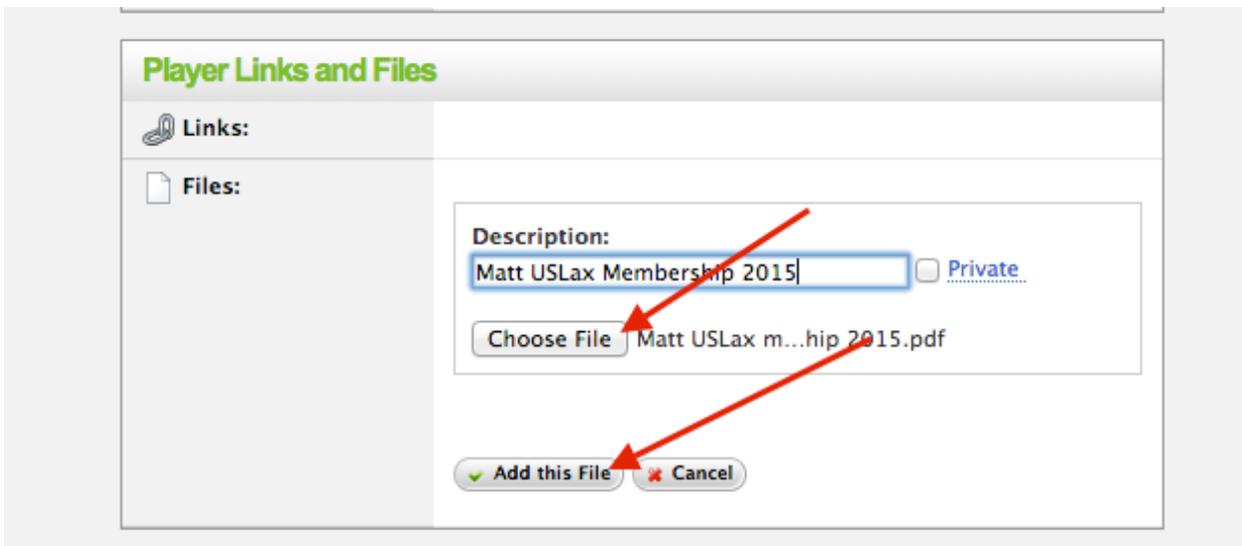
Matthew Lodigensky Edit

Name: Matthew Lodigensky

Step 3: scroll to the bottom of your “Player Profile” and look for the "Player Links and Files" section. Click the “Add New File” link. (If you uploaded any forms during registration, you will see your forms listed in the “Registration Documents” section.)



Step 4: Click “Choose File” and locate your File on your computer. Click on your File name, then click “Open” button and then click “Add This File.” Please remember to include a description or file name so it’s easy to identify your document.



You should now see your file uploaded! Please try following these steps for any forms you need to submit. Many of you have already submitted some of your forms so you may need to only upload one document at this time.

Also, please remember that TeamSnap has wonderful customer support available for all of us, so please don't hesitate to seek assistance if you need it.

You are an awesome group of parents and we are excited to have your families part of our league!

Go Bears!