# **STATE CUP - BULK REGISTERING TEAMS**

# Logging In

Step 1 - URL: <u>https://admin.us.squadi.com/</u>

(You should have received an email with your login and password).

	•	
Username/Email		
Username/Email		
Username/Email is required		
Password		
Password		
Password is required		
Forgot/ Reset Password		
		_

**Step 2 -** The first time you log in, you will be presented with a QR code to scan with an Authenticator app. If you do not already have an authenticator app, we suggest downloading Google Authenticator from the App Store.

Code from authenticator	
Submit	

## **Google Play Store**

https://play.google.com/store/apps/details?id=com.google.android.apps.authenticator2&hl=en\_A U&gl=US

#### Apple App Store

https://apps.apple.com/au/app/google-authenticator/id388497605

**Step 3** - Enter the code generated by the authenticator app.

Code from authenticator	
Code from authenticator	
Submit	

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Actions F	Required								883	হা	Φ	
	Actions	De-Registration	Transfer	Offline Refun	d Required	Officials Amended At N	latch	CI	Teams	Schedules	Match Day	5
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		Awaiting Approval	Awaiting Approval	Awaiting F	Refund	Last 7 days		Penc	Communication	Shop & Tickets	Officials	
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	2 days ago		Yesterday			Registered				Non-Re	egistered	
	\$0.00		\$0.00			0					1	
Registratio	on			Last 7 days 🗸	Shop Purchas	es					Las	7 days ∨

**Step 1**. Select the 'home' icon (top right of screen) and then select 'Teams"

**Step 2.** Create teams by selecting Action > Create Team.

squadi	Teams				දිදුරි
Sheet					
eam Sheets					
Year 2024		~	Competition/ Program New Jersey Youth Soccer Stat	e Cups - Fall 2024 (11U-14U) \vee	
Participants	Q Search			Teams	♦ Action
DOB From mm-dd-yyyy	Q Search	<b>DOB To</b> mm-dd-уууу	Excl. Assigned	Age Group       11U Boys National Championship Series	Create Team Bulk Register Team Export
Participants DOB From mm-dd-yyyy Photo Name	Q Search	DOB To mm-dd-yyyy Role T Reg Reg	Excl. Assigned g Status ▼ Reg Grp ▼ Age	Age Group         11U Boys National Championship Series         Team * Age Group         Name * Group         P #         C #       M #         O #       Reg Status	Create Team Bulk Register Team Export Di Import Change Age Group

**Step 3.** Please note that once you have created the team you will need to select the teams and click 'Action > Bulk Register Teams to complete payment.

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1 Sheet			
Team Sheets			
Year 2024	Compet V Challe	ition/ Program nge Cup v	
articipants	Q Search	★ Action Teams Q Search	
DOB From	DOB To	Age Group	Create Team
dd-mm-yyyy	변 dd-mm-yyyy 변	Excl. Assigned U11 Boys	Bulk Register Teams
Photo Name	Role      Req     Reg Status     Req     Reg     Reg	Team Name \$ Age Group P # C	Export Import Change Age Group
	No data	Bloomfield Soccer 2013 Boys EDP U11 Boys 1 0	0 0 1/0
	< 1 >	10 / page 🗸	> 10 / page

articipants Q Search	Bulk Register Teams		×	Actio
DOB From E	1 Select Competition	2 Select Membership Ty	be	V Incl. Delete
Photo Name 🗘	Year	2024 🗸	Reg	Status Division T Chat
	Competition/ Program	New Jersey Youth Soccer State Cups - Fall 2024 (11U-14U)		
	Membership Product	NJYS State Cup - Player	0 / 0	Not Submitted
	Register all participants in these teams?			
	Registration Group (s)	Team (s)	<	1 > 10 / page
	11U Boys National Championship Series	Şelect Teams		
	11U Boys Presidents Cup	Test Select leans	or Grad	ling Submit For Gradin
	11U Boys Challenge	Select Teams		

Step 4. Follow the prompts allocate the teams to the correct age groups and select 'Next'.

**Step 5.** Review your order, review and agree to any terms and conditions continue to enter your payment method, and submit the registration.

ticipants	
Competition NJ Youth Soccer State Cup - Fall 2024 (11U-14U) 11U Bloomfield Soccer 2013 Boys EDP (1 Players,0 Non Players) Boys National Championship Series	Your order Bloomfield Soccer 2013 Boys EDP - NJ Youth Soc State Cup - Fall 2024 (11U-14U) Sam SSTG Team Registration Fee \$250 Jesse James Player - 11U Boys National Championship Series \$0 Full Competition - Upfront
You are paying Competition and Deposit Fees (if applicable) for the team.	Total Payment Due \$250
What would you like to pay for?  Full Competition - Upfront   Offline	