



Jersey Number Entry & How to Print Electronic Game Sheets

One Time Jersey Number Entry:

Prior to the season commencing, a team official who is on the roster must log into the EMSA Portal and enter all of their player's jersey numbers into the system. This only has to be done once at the start of the season, not for every game. You can go back in and edit as necessary if player's jersey numbers change or if you add a new player.

- **Step 1:** Log Into the EMSA Portal and click on the "Edit Player Jerseys" button in the Team Official Control Panel:

Team Official Control Panel

TRSA (Home):
Coach

Manage/Score Games

View Team Roster

Download Team Roster

View Division Standings

Edit Player Jerseys

Police Information Check

Status: Verified
Expiry: 2022-01-01

Program Information

Program: U17 Boys
Community/Zone: EMSA South West
Age Category: U17
Season: 2019 - 2020 Indoor

Division Information

Division: Community City Wide U17 Boys
Round: Round 3
Tier: Tier 4X

- **Step 2:** Fill in the "Jersey" field with a 1 or 2 digit number. Leading zeroes are preserved (e.g., 09 isn't converted to 9). Leaving the field blank will remove the jersey number from the player. Repeat for the other players. Note that it's possible to leave 1 or more players without jersey numbers; the U4s don't need jersey numbers.

Home / Manage Teams / Edit Player Jerseys

Edit Player Jerseys - U4 Team Green (U4 Mixed)

Search:

PL ID	JERSEY	LAST NAME	FIRST NAME	DOB	ID CARD #	
154729	12	Ferguson	Kasai	2016-11-16		View Registration
153458	<input type="text"/>	Morales	Elise	2016-05-20		View Registration
149354		Morris	Samantha	2016-05-08		View Registration
149195		Seigny	Gauge	2016-07-19		View Registration
149198		Seigny	Rayland	2016-07-19		View Registration
152773		Shavluk	Cooper	2016-10-13		View Registration

Once this has been completed, your player's jersey numbers will now auto-populate on your electronic game sheets.

Electronic Game Sheet Download:

The HOME team is responsible for downloading and printing one copy of the "Master Game Sheet". Both team's game information will be on the ONE master game sheet. Please see other Memo regarding Game Sheet instructions on what both teams need to do to complete their section of the one Master Game Sheet.

- **Step 1:** Log Into the EMSA Portal and click on the "Manage/Score Games" button in the Team Official Control Panel:



Team Official Control Panel

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- **Step 2:** Find the game in the table and click the "Download" link under the "Game Sheet" column and the game sheet will automatically download. **NOTE: ONLY the HOME TEAM will be able to download the "Master Game Sheet".**



Home / Manage Scores/Games

Manage Scores/Games

DATE	TIME	HOME TEAM	SCORE	VISITING TEAM	FIELD	MAP	TYPE	STATUS	GAME SHEET	YELLOW CARDS	SUSPENSIONS
Sun, Jan 5th	3:15 pm		1 - 6	TRSA (Home)	Edmonton Soccer Centre East, 7	Map	Regular	Incomplete			
Sun, Jan 12th	11:30 am	TRSA (Home)		TRSA (Away)	Edmonton Soccer Centre South Crosstown, 12	Map	Regular	Scheduled	Download		
Sun, Jan 19th	1:45 pm	TRSA (Home)			Edmonton Soccer Centre West Maxwell, 2	Map	Regular	Scheduled	Download		
Sun, Jan 26th	2:30 pm			TRSA (Home)	Edmonton Soccer Centre South Crosstown, 12	Map	Regular	Scheduled			
Sun, Feb 9th	1:15 pm	TRSA (Home)			Edmonton Soccer Centre East, 7	Map	Regular	Scheduled	Download		