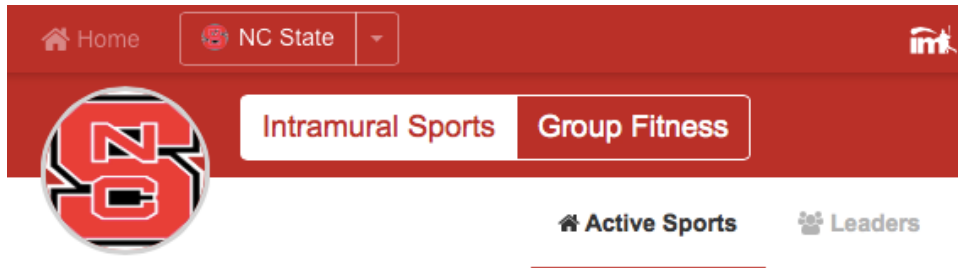


How to Create or Join a Team (for participants)

1. Log in to your **IMLeagues.com** account.

Click on to “_____ College/University” link to go to your school’s homepage on IMLeagues:



2. The current sports will be displayed, click on the sport you wish to join (ex. Basketball).

	4-on-4 Flag Football	Registration	Season
	Co-Rec Closed	Feb 8 9:00AM - Feb 22 11:00PM Join Teams Until:03/31/16 Midnight	Feb 29 - Mar 31
	Fraternity Additions	Feb 8 9:00AM - Feb 22 11:00PM Join Teams Anytime	Feb 29 - Mar 31
	Men's Closed	Feb 8 9:00AM - Feb 22 11:00PM Join Teams Until:03/31/16 Midnight	Feb 29 - Mar 31
	Women's/Sorority Closed	Feb 8 9:00AM - Feb 22 11:00PM Join Teams Until:03/31/16 Midnight	Feb 29 - Mar 31
	Basketball	Registration	Season
	Co-Rec Competitive Additions	Jan 6 9:00AM - Jan 20 11:00PM Join Teams Anytime	Jan 25 - Feb 26
	Co-Rec Recreational Additions	Jan 6 9:00AM - Jan 20 11:00PM Join Teams Anytime	Jan 25 - Mar 23
	Fraternity Additions	Jan 6 9:00AM - Jan 20 11:00PM Join Teams Anytime	Jan 25 - Feb 26

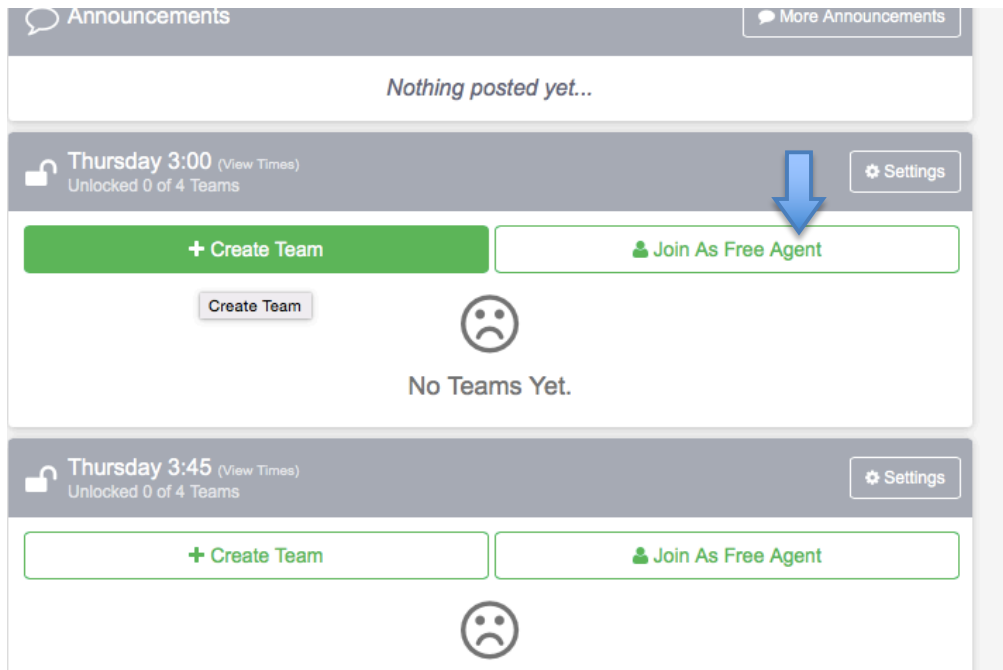
3. Choose the league/division you wish to play in (Men’s, Women’s, Co-Rec, etc.)

Spring 2015 Captain's Info Add League Past Leagues Make Historical

Open for registration
Full
Locked

	Reg Start: 01/07 08:00 AM	Reg End: 01/19 11:30 PM																				
	Season: 01/26 - 02/26	Last Join Date: Anytime																				
	Player Min: 4	Player Max: Unlimited	Min females: 2 Min Males: 2																			
CoRec Competitive	<table border="1"> <thead> <tr> <th>Division</th> <th>Team Max</th> <th>Confirmed</th> <th>Pending</th> </tr> </thead> <tbody> <tr> <td>Open for registration Waitlist </td> <td>Unlimited</td> <td>0</td> <td>0</td> </tr> <tr> <td>Full Monday 8:30</td> <td>5</td> <td>5</td> <td>0</td> </tr> <tr> <td>Full Monday 8:30</td> <td>5</td> <td>5</td> <td>0</td> </tr> <tr> <td>Full Thursday 7:30</td> <td>5</td> <td>5</td> <td>0</td> </tr> </tbody> </table>	Division	Team Max	Confirmed	Pending	Open for registration Waitlist	Unlimited	0	0	Full Monday 8:30	5	5	0	Full Monday 8:30	5	5	0	Full Thursday 7:30	5	5	0	
Division	Team Max	Confirmed	Pending																			
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Full Monday 8:30	5	5	0																			
Full Monday 8:30	5	5	0																			
Full Thursday 7:30	5	5	0																			

4. You can join the sport one of three ways by clicking the green **“Register/Signup”** button located here:



5.
 - a. **Create a team (For team captains)**
 - i. Click on the green **“Register/Sign-Up”** button, then click **“Create A Team”**, and you will be brought to a page that looks like this:

Team Name:

Team Logo:
 no file selected

OR


I certify that I have the right to distribute these photos and they do not violate the IMLeagues

Terms and conditions.

Auto-Accept Members: ▾

Looking For Free Agents: ▾

Phone Number: - - Carrier: ▾
 Allow updates to be sent via text message

 would like to receive REC*IT updates via SMS including important program announcements

Send Game Reminders: ▾

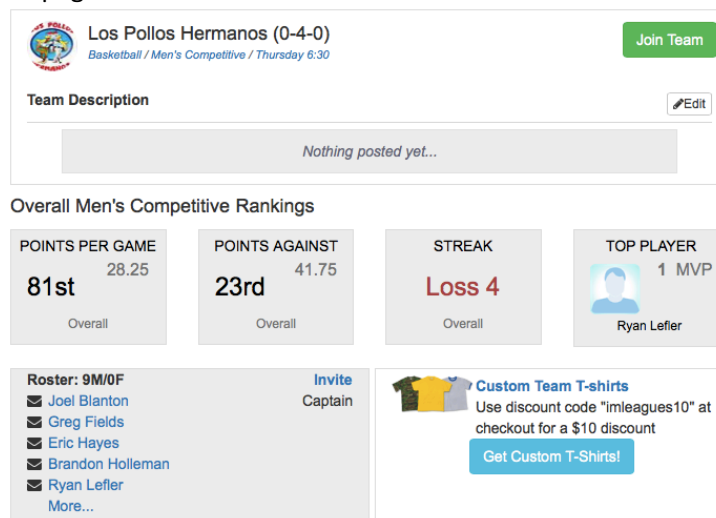
#1

Division Preferences:
 #2 ▾

- At the top is a box which contains your school’s waiver and/or registration policies and procedures. You must read and scroll down to the bottom of this box and then hit the “**Accept**” button. Then you must also check the box that says “**By checking this box I indicate I have read, understand, acknowledge and accept the above Waiver/Agreement**”
- Next you can enter your **team’s name** and **logo** (*make sure if you upload a photo that you click the box saying you have the rights to publish the photo*)
- **Auto accept members:** this function will allow people to sign-up on your team without your direct approval (it is a personal preference)
- **Team status:** this can be set as “not looking” or “looking” for players based on whether or not you want free agents to see that you might be willing to pick them up.
- **Related Group:** this allows you to identify whether or not your team should be identified with a specific group that has been set up (i.e. fraternities, sororities, clubs, etc.) - *not all school’s use this function*

To complete your sign-up don’t forget to hit the **Create Team** button at the bottom of the page!

- ii. Captains can invite members to their team by clicking the “**Invite Members**” link on the team page:



The screenshot shows a team page for "Los Pollos Hermanos (0-4-0)" in the "Basketball / Men's Competitive / Thursday 6:30" league. It includes a "Join Team" button, a "Team Description" section with an "Edit" link, and a "Nothing posted yet..." message. Below this are "Overall Men's Competitive Rankings" for Points Per Game (81st, 28.25), Points Against (23rd, 41.75), Streak (Loss 4), and Top Player (Ryan Lefler, 1 MVP). The roster lists 9M/0F with members: Joel Blanton (Captain), Greg Fields, Eric Hayes, Brandon Holleman, and Ryan Lefler. There is also a promotion for "Custom Team T-shirts" with a \$10 discount code "imleagues10".

(next to this area you can also choose to customize your team’s page with colors, logos, etc!)

- iii. Any invited members must accept the invitation to be joined to your team.
 1. If they’ve already registered on IMLeagues: search for their name, and invite them
 2. If they haven’t yet registered on IMLeagues: scroll down to the “**Invite by Email Address**” box, and input their email address.

b. Join a team

- i. Use the Player Sign-up drop-down menu at top right of every page and click “join team” – find the team you wish to join (make sure to look under the right sport and league) and click on the “**join team**” button.
OR
 - ii. Accept a request from the captain to join his team (this request will pop up like a facebook notification in the top left area of your screen)
OR
 - iii. Finding the team and captain name on division/league page and requesting to join
OR
 - iv. Going to the captain’s playercard page, viewing his team, and requesting to join (you can do this by searching the team captain’s name in the search box at the top of your screen)
- c. Join as a Free Agent**
- i. You can list yourself as a free agent in as many divisions within a league as you’d like (again use the Player-Sign up drop-down menu on the top right of every page). You will be visible to all members of the site and can request to join teams, or post information about yourself so teams can request to add you to their team.

