

Adding Your Roster to the LMS

GRASSROOTS (U10 - U13)

Grassroots teams use an OPEN ROSTER or a CLUB ROSTER.

- Players are added to a player pool by your Club Admin.
- To create a Game Sheet, you click on the players in the pool who will be playing that game.
- If during the season you need to use a Call Up from house league, your Club Admin will add them to the Open Roster for you. Be sure to give them a few days warning as a photo and other information need to be added.

COMPETITIVE (U14+)

- Step by step instructions are on the following pages.
- You can add players one at a time, or import a csv file.

Team Management

Test Blue

	 GAMES	 SET UP	 CONTACT	 HELP
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 Add Single Player

 Import from CSV

First Name Frank	Last Name Zappa
Jersey # (optional) 10	Registration # SEOS446213
Date of birth 2012-07-30	
Email address (optional) joe@e2esoccer.com	
Phone Number (555-555-5555 - optional) Format: 212-555-1212	

Save Player

Cancel

Now stay in the set-up menu and select the Roster tool. Enter your players.

You can add them one at a time or you can import a csv file of your roster.

Note - the green box indicating your player was added to your roster will appear if it was done correctly.

Team Management

Test Blue

GAMES

SET UP

CONTACT

HELP

Add Single Player

CSV

Import from CSV

Choose CSV File Sample Upload.csv

Next

The following players are currently registered to your team.

Show entries

Search:

#	First Name	Last Name	Email	Reg #		
10	Olaf	CRAIG		SEOS4456826	edit	delete

Showing 1 to 1 of 1 entries

Previous Next

Adding Your Roster

This can be done individually or through an CSV file.

To upload by CSV, click on the tab to Import.

Choose the file from your computer. There is no template, but a sample is able on the last slide.

Click Next.

Test Team

 GAMES

 SET UP

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 HELP

Add Single Player

 Import from CSV

First Name

Last Name

Jersey # (optional)

Registration #

Date of birth

Email address (optional)

Phone Number (optional)

Save Player

Cancel

The following players are currently registered to your team.

Show entries

Search:

#	First Name	Last Name	Email	Reg #	
10	Steve	FORREST		SEOS5587416	edit delete

Showing 1 to 1 of 1 entries

Previous 1 Next

After the player has been added s/he will be listed in the table below the buttons.

If you need to edit or delete the player use these links.

Jersey numbers can be edited or added here as well.

PLEASE NOTE: this image still shows an SEOS number. As of 2026, we use a new OS number; OS+10 digits.

	A	B	C	D	E	F	G
1	First Name	Last Name	Age Group	Jersey #	Registration #	Date of Birth	
2	Joe	Smith		10	SEOS7062120	2010-01-03	
3	Connor	George		2	SEOS6698260	2010-01-07	
4	John	Darn		5	SEOS3148600	2010-01-08	
5	Frank	Farmer		8	SEOS6698360	2010-01-14	
6	Bill	Monrow		9	SEOS8503650	2010-01-19	
7	Kevin	Williams		12	SEOS8097530	2010-01-21	
8							
9							
10							
11							
12							
13							
14							

This is the ideal setting for uploading a CLUB ROSTER.

For Team Rosters, remove the column titled Age Group.