

Tryout Registration Instructions – Create/Find Your Account

You should print this document in order to easily follow the instructions and proceed through the registration.

We have implemented a new system this year to register for tryouts. This system has been put into place to allow our staff the ability to spend less time sorting paperwork and more time evaluating players during the tryout process. Please follow these simple instructions to register for tryouts.

1. Click on the link from the Club Fusion website taking you to the tryout registration page. You should arrive at a screen that looks like the picture on the right. Read the on screen instructions carefully to assist you in your next steps
2. Under the heading "Create an Account" click on the "click here" link to go to the next steps. Please do this whether you think you have an account or not.
3. A new window will open asking you to **Please select the type of account you are trying to create.**



Select "Junior Member" from the drop-down menu.

4. The window will now display the options pictured on the right. You will search the database to see if you already exist in the database. Enter your Full Name, Last Name, State and Birthdate (using the format shown) and click on **Find Me!**

A screenshot of a Microsoft Internet Explorer browser window displaying the SignUpToPlay.com "Create Login" form. The page title is "Create Login - Microsoft Internet Explorer". The form has a blue header with the site name. The main content area includes a heading "Please select the type of account you are trying to create." with a dropdown menu set to "Junior Member". Below this is a section titled "Are you already in our database?" with a paragraph of text. The form fields include "First Name", "Last Name", "State" (a dropdown menu), "Birthdate" (with a note "(Required - Format: MM/DD/YYYY)"), and "Secret Word". At the bottom of the form are "Find Me!" and "Close" buttons.

If the screen says "We found your login!" print this page or copy your username and password down and proceed to Step 8.

If the screen says "Congratulations Your Name! We found you in our database! Click on the **Create Login** button and proceed to Step 5.

If the screen says "Sorry! We could not find you in our database" and you are sure you entered your information correctly, click the **Create Login** button and proceed to step 5.

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5. You will advance to a screen that looks similar to the one on the right. Please enter all the information on this screen. If you are already in the database, much of the information will be filled in. Check for accuracy and fill in the blanks. Note that this is Player Information, not parent. Please enter the information for the Player as this information will be used for everything the player does all year long. When you have completed all the fields, click the Continue button.

A screenshot of a web browser showing the 'Player Information' registration form. The form includes fields for First Name (Cathy), Last Name (Volleyball), Address, City, State (Illinois (IL)), Postcode, Country (United States of America (USA)), E-mail (jeschulze@clubfusion.org), Day Phone, Night Phone, Height, Birthdate (12/7/1989), Grad Year, School, and Gender. A 'Continue' button is at the bottom.

6. You will then proceed to the Guardian Information page. Please enter all the information requested on this screen including the "Recommended" fields. Note that there is a link at the top of the page to "Copy player address." Click on this if the guardian address and player address are the same. This information will likely be used as emergency contact information as well as information for phone trees, etc. When you have completed all the fields, click the Continue button.

A screenshot of a web browser showing the 'Guardian Information' registration form. The form includes fields for Relationship (Mother), First Name (Cathy), Last Name (Volleyball), Address (5209 W. Willow Ln.), City (St. Henry), State (Illinois (IL)), Postcode (60580), Country (United States of America (USA)), E-mail (jeschulze@clubfusion.org), Day Phone (815-385-3376), Night Phone (815-703-8724), and Occupation (Teacher). A 'Continue' button is at the bottom.

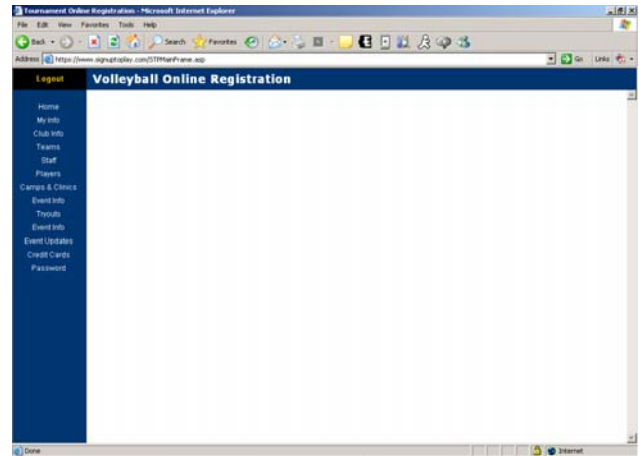
7. You will then arrive at the Username and Password screen. Please create a username and password that you will easily remember. Make sure you confirm your password. You should now click on Finish. Your account will be created and you will arrive at the screen below. Print the screen with your username and password and close the window. You should be back on the original login screen. Proceed to Step 8.

A screenshot of a web browser showing a 'Congratulations!' message. The text reads: 'You've successfully created your SignUpToPlay login. User Name: svolleybal Password: fusion. Print this page and keep it in a safe location.' Below this, there are three numbered tips: 1) Close this window and login to SignUpToPlay using your new login. 2) Use 'My Info' change your personal info. 3) Use 'Club Info' to join a club. The browser's address bar shows 'http://www.signuptoplay.com'. The status bar at the bottom shows 'Done' and 'Internet'.

Tryout Registration Instructions – Logging Into Your Account

8. Enter your username and password information on the bottom of the screen and click “Go!”
9. Before you register for any tryout, we would require you to click on the “My Info” link on the menu to the left. Please complete all the information you know including Social Security number, jump touches, position(s), etc. The more information we have, the easier it will be to get through the process quickly. When you have completed all this information, click on the “Save” button at the top of the page.
10. VERY IMPORTANT! At this point you must disable your pop-up blocker temporarily for this site. If you are using pop-up blocking software of any kind, you should disable to so that you can proceed. Please refer to your browser’s help section if you are not sure how to do this.

11. You will arrive on a page that looks like the one pictured on the right. Click on the “Tryouts” link on the menu to the left.



12. On the new page, click on the “Register for Tryout” button on the top of the page.

13. Select the information from the drop-down menus to search for your tryout. The tryout location will be “Illinois” and the Club Name will be “Club Fusion” for all players trying out for Club Fusion, FVA=Elgin, FVA-Crystal Lake, and Avalanche. You must then select the correct program and age group that you are trying out for.

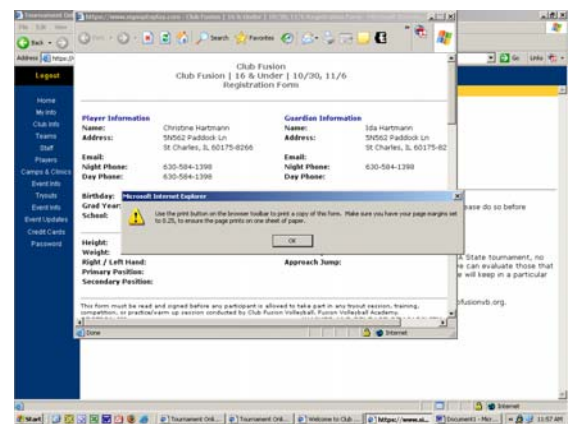
For example:

Tryout Location = **Illinois**

Club Name = **Club Fusion**

Tryout Description = **Club Fusion | 12 & Under | 10/16, 10/23**

14. Once you select a tryout some general information will appear with more details. If this is correct, please click on the “Save” button at the top of the page.



15. If you successfully turned off your pop-up blocker, a window will appear with a message regarding your printer. Please read the message and adjust your printer’s settings accordingly (see image).

16. Print the page in the new window. If a printer icon does not appear on your toolbar, don’t worry. Windows users can right-click with their mouse anywhere in the screen and select “Print” from the menu to print the page. You must print this page, complete the waiver form, and bring it to the tryouts with your tryout fee.

IF YOU FORGET TO DISABLE YOUR POP-UP BLOCKER YOU CAN STILL PRINT THE NECESSARY FORMS.

Simply click on the tryout you registered for under “Tryout Description” on the Tryouts page. You will then click on the “Entry Form” button at the top of the page and follow the instructions in Step 16 above.

Please check the website and follow the on-screen instructions for more information. Thank you for using the online tryout registration system. We remind you to keep your login information, as we will be using this system for those who make the club to update your information in preparation for parents night and USAV registration.