



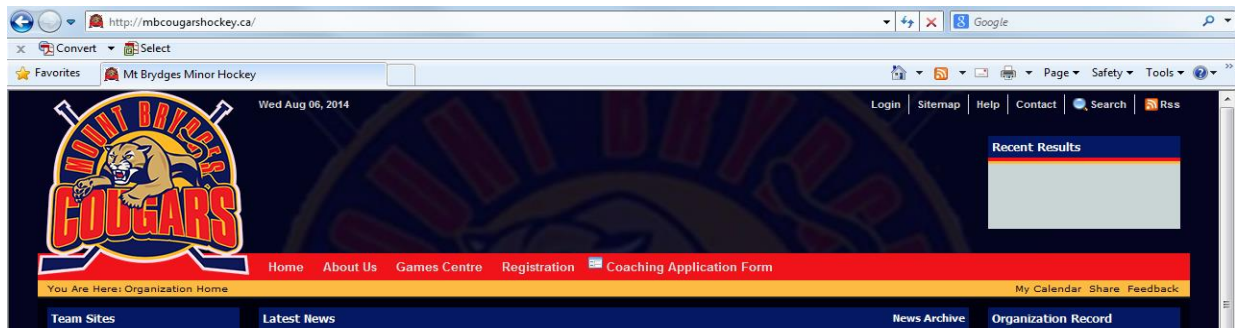
Website Manual for Coaches and Managers

Content

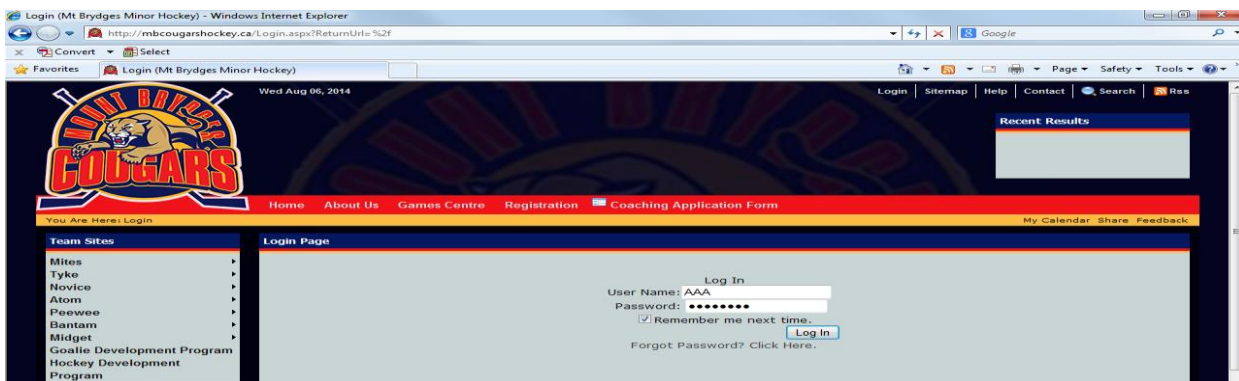
- **Login and Password**
- **Adding News Article to Team Site**
 - **Adding Game Scores**
- **Adding Upcoming Events to Team Site**

LOGIN and PASSWORD RESET

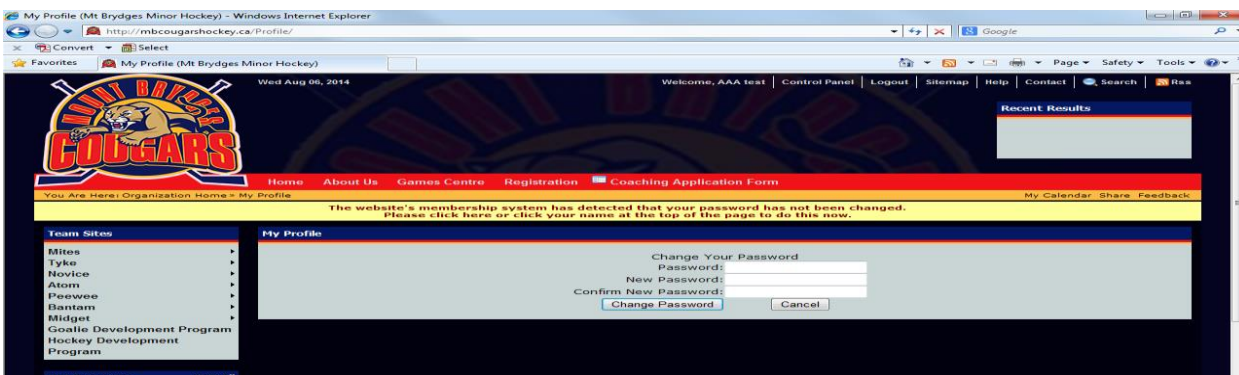
- Go to Cougars Home Page and click the LOGIN button in the top right hand corner of screen.



- Enter username and password provided

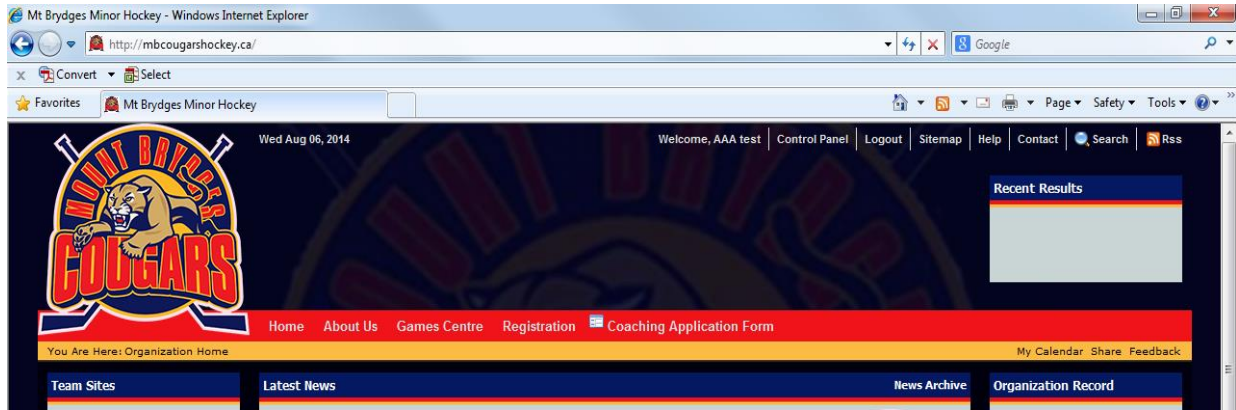


- If you are entering into the system for the first time with the TempPass (password) you will be prompted to change your password. Click the 'Please click here' that is located in the yellow banner.



ADDING A NEWS ARTICLE TO YOUR TEAM HOME PAGE

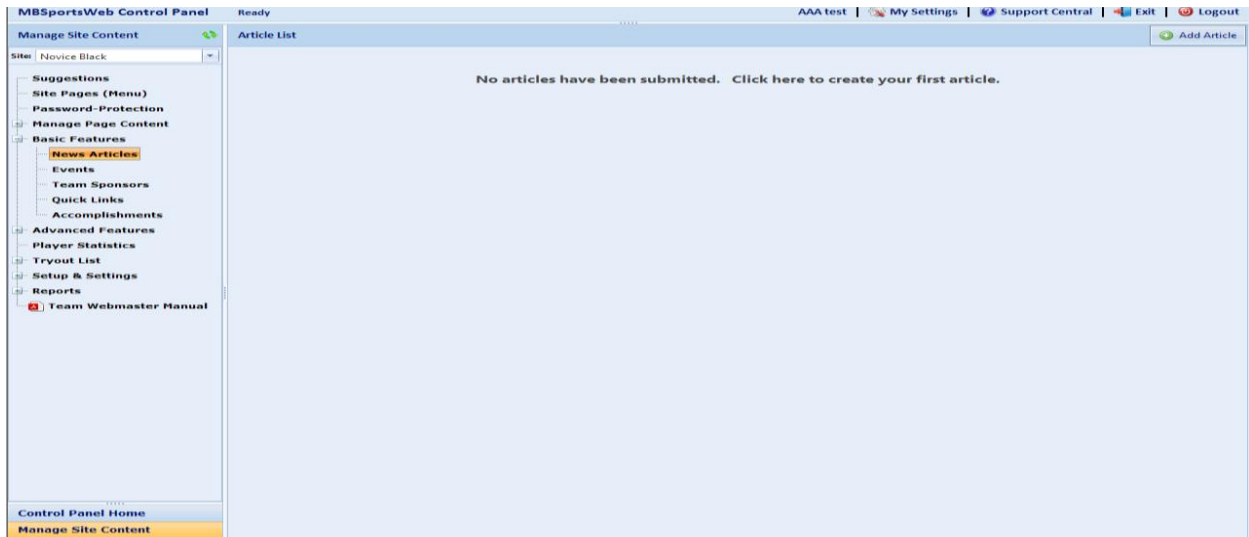
- Login and click 'Control Panel' at the top right hand corner of your screen.



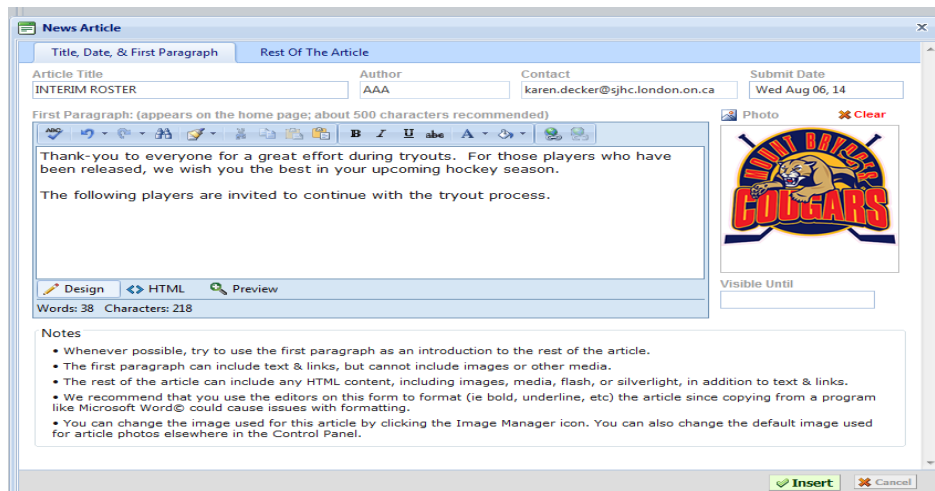
- Click 'Manage Site Content' at the bottom left hand corner of your screen.



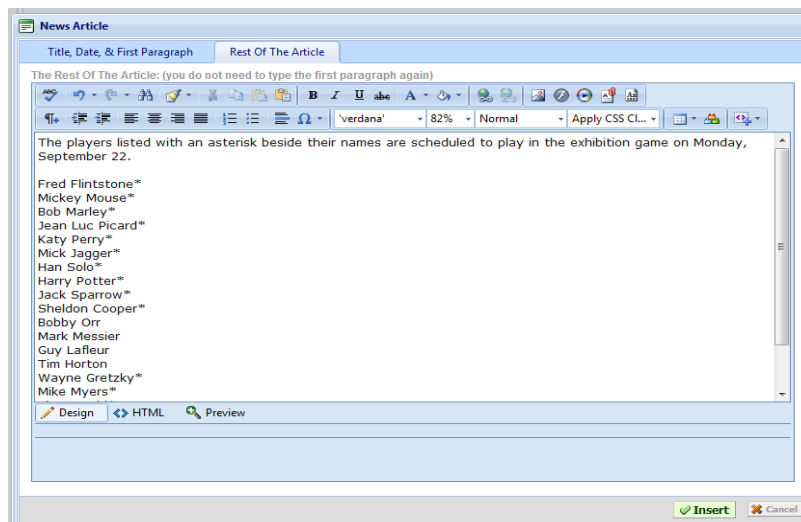
- On the left hand side of the screen is a menu. Click 'Basic Feature' and then click 'News Article'. Click the '+Add Article' button that appears in the top right hand corner.



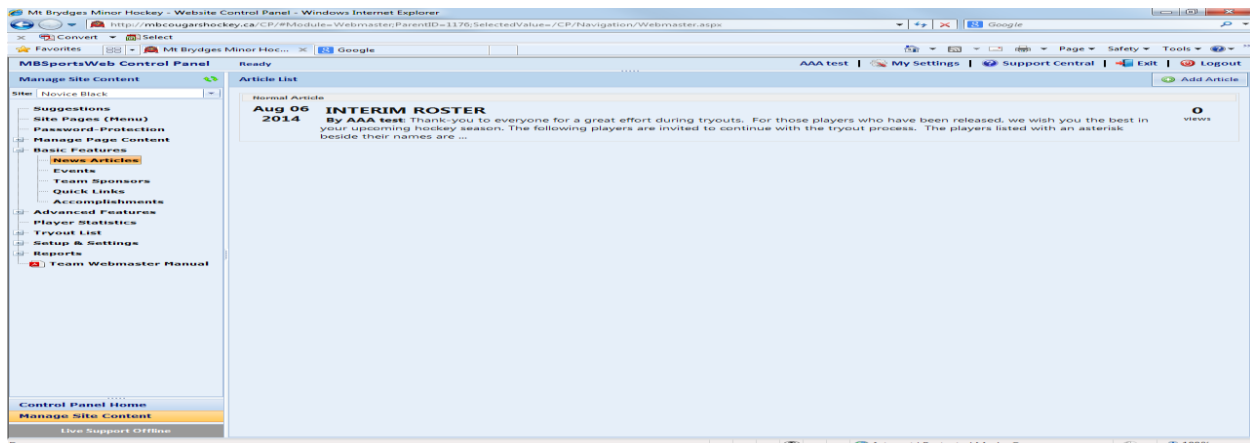
- A popup box will appear that you will need to complete. Within the first tab, you will only be required to enter the 'Article Title' and add the 'First Paragraph'. You only have 500 characters and this first paragraph is just to introduce your article



- Click on the 'Rest Of The Article' tab that is at the top of the popup menu. Here is where you can type the body of your article with your addition information. Once you have finished the article, click 'Insert' button.



- After clicking 'Insert' you will see the page below. If you click 'Exit' in top right corner, you will be able to view your article on the website.



- Your article will appear on your Home Page. The 'Read More' button is automatically added. Once you click on 'Read More' your entire article will appear.

Novice Black (Mt Brydges Minor Hockey) - Windows Internet Explorer
 http://mbcougarshockey.ca/Teams/1176/

Wed Aug 06, 2014

Novice Black

Home About Us Games Centre Registration Coaching Application Form

You Are Here: Organization Home » Seasons » 2014-2015 » Novice Black

Team Pages
 Team Home Page
 Team News
 Player Roster
 Schedule & Results
 Team Calendar

View Another Team
 Select From List

Our Sponsors
 View All
 GAMEON
 VIANA FAMILY DENTAL CENTRE

Social Networking
 Follow Us On
 twitter
 - and -
 facebook

Latest News
INTERIM ROSTER
 Submitted By AAA test on Wednesday, August 06, 2014 (0 views)
 Thank-you to everyone for a great effort during tryouts. For those players who have been released, we wish you the best in your upcoming hockey season.
 The following players are invited to continue with the tryout process.
 Read More

Other Recent Articles

Upcoming Events

Schedule for the Next 5 Days

Wednesday	Thursday	Friday	Saturday	Sunday

You can use MyCal to combine schedules from multiple teams.
 Or, Subscribe to multiple calendars at once.

Full Calendar

Team Record
 2014-2015
 No Scores Reported

Upcoming Games
 No upcoming games scheduled.

Tweets
 MtBrydges Cougars
 @MBCougarsHockey
 Congratulations Mt Brydges Cougars. OMHA Peeewe AE Gr3 champions!!
 Expand
 MtBrydges Cougars
 @MBCougarsHockey
 Good luck to Peeewe AE, Peeewe Rep, Midget AE, and Midget Rep. All at International Silverstick tournaments this weekend.
 Tweet to @MBCougarsHockey

Novice Black > News > INTERIM ROSTER (Mt Brydges Minor Hockey) - Windows Internet Explorer
 http://mbcougarshockey.ca/Teams/1176/Articles/3703/INTERIM_ROSTER/

Home About Us Games Centre Registration Coaching Application Form

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Social Networking
 Follow Us On
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 - and -
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Quick Links
 arehamaps.com

News Article
INTERIM ROSTER
 Submitted By AAA test on Wednesday, August 06, 2014
 Thank-you to everyone for a great effort during tryouts. For those players who have been released, we wish you the best in your upcoming hockey season.
 The following players are invited to continue with the tryout process.
 The players listed with an asterisk beside their names are scheduled to play in the exhibition game on Monday, September 22.
 Fred Flintstone*
 Mickey Mouse*
 Bob Marley*
 Jean Luc Picard*
 Katy Perry*
 Mick Jagger*
 Han Solo*
 Harry Potter*
 Jack Sparrow*
 Sheldon Cooper*
 Bobby Orr
 Mark Messier
 Guy Lafleur
 Tim Horton
 Wayne Gretzky*
 Mike Myers*
 Elmer Fudd*
 Don Cherry
 Patrick Roy*
 Tim Thomas
 This article has been viewed 0 times.

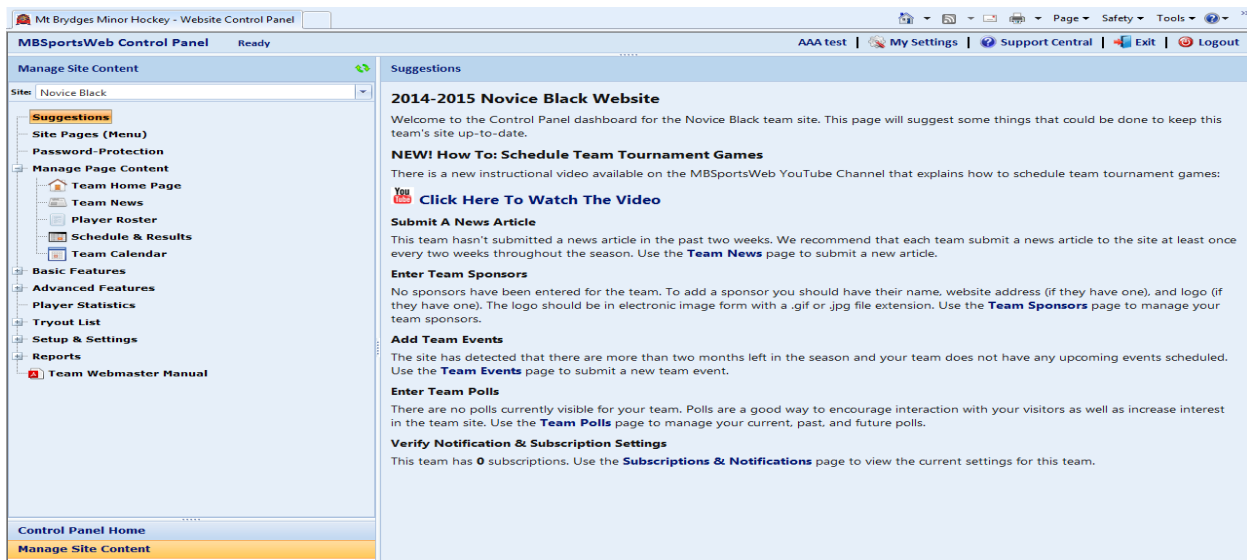
Other Recent Articles
 No other articles submitted

ADDING GAME SCORES

- Click 'Manage Site Content' at the bottom left hand corner of your screen.



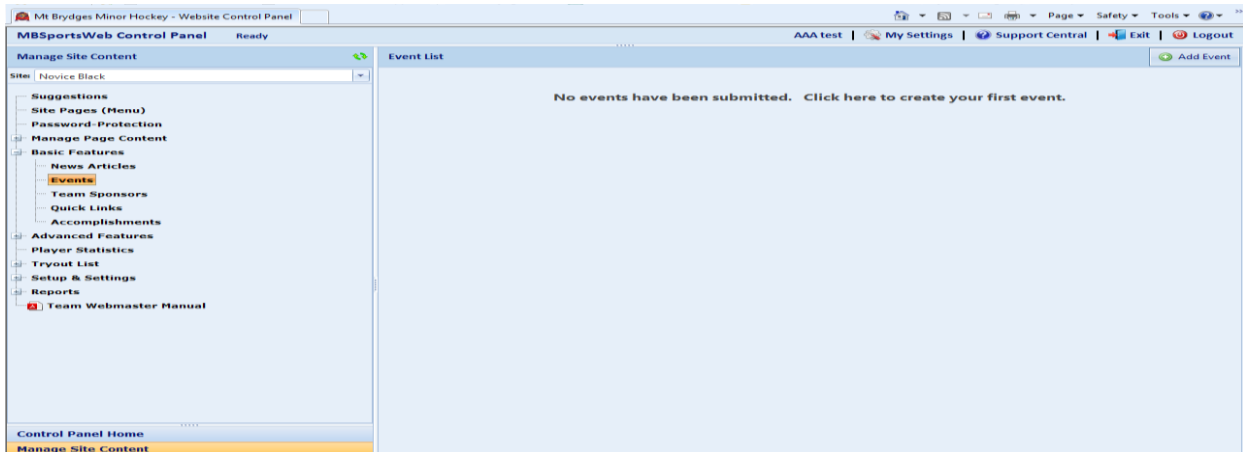
- Click 'Manage Page Content' and click 'Schedule & Results'



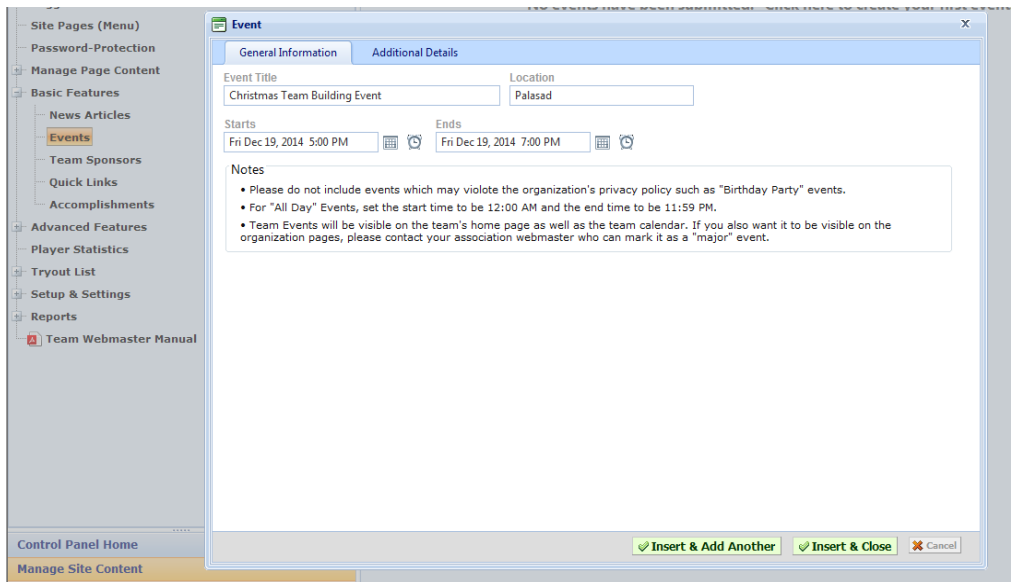
- Once you click 'Schedule & Results' a list of all the team games will appear.
- Select the game you want to update by doubling clicking it.
- You will get a pop up box – enter the results in the box provided and select 'Update'. You can follow this same procedure to correct a score.
- Please note: Scores that are entered for the linked games are automatically updated in the OneDB website.

ADDING UPCOMING TEAM EVENTS

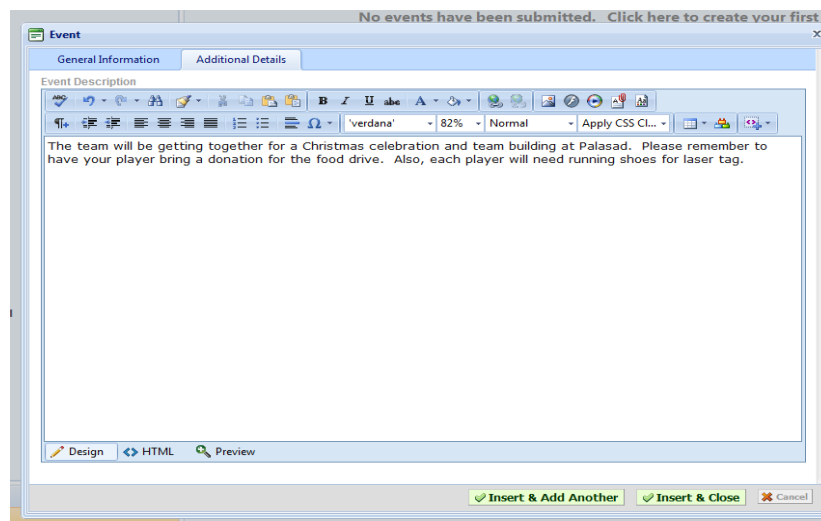
- Click 'Manage Site Content' (bottom left) – Select 'Basic Features' - click 'Events' – click '+Add Event'



- Enter the basic information in the 'General Information' TAB



- Enter any extra information you wish in the 'Additional Details' TAB and select 'Insert & Close'.



- You will see the event in the list. Once you return to your team home page the event will appear both in the 'Upcoming Events' area and in the team calendar.
- Please note: The Events will ONLY appear in your teams website and not on the main page or calendar. Teams in the past use this feature for team building events, London Knights evenings, dryland training etc.



- When your parents double click on the event, they will see the additional information you provided.

