

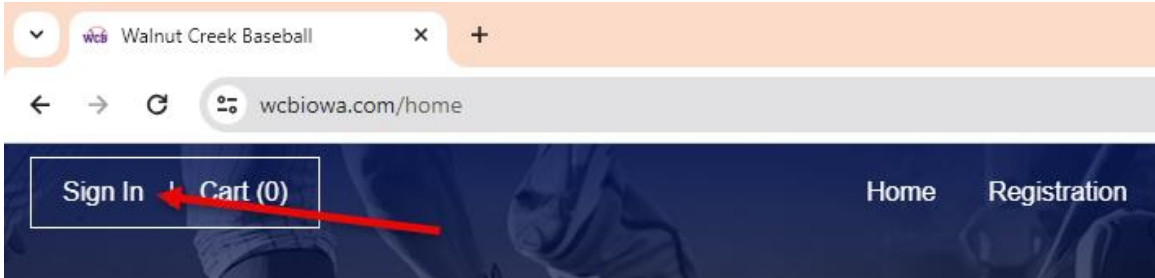
How to Register as Head Coach (Manager) or Assistant Coach

Instructions illustrated using a PC. You may also use a phone, tablet, or MAC

Coaches for more than one team must complete Step 12

STEP 1

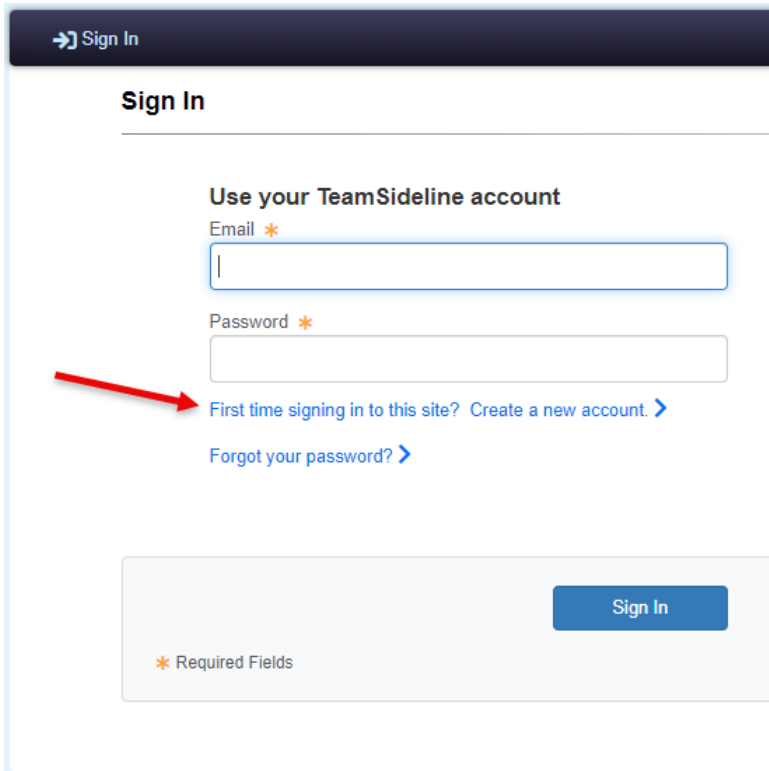
Navigate to www.wcbiowa.com in a web browser and click **Sign In**



STEP 2

If you already have an account enter your information, **Sign In**, **Proceed to Step 3**
If you were the parent that enrolled your child, you would already have an account.

If you do not have an account, click the [First time signing in to this site? Create a new account.](#) > link
Proceed to Step 4

A screenshot of the "Sign In" page. The page has a dark blue header with a "Sign In" button. Below the header, the title "Sign In" is displayed. The main content area is white and contains the following elements: a heading "Use your TeamSideline account", an "Email *" field with a red asterisk, a "Password *" field with a red asterisk, a link "First time signing in to this site? Create a new account. >" with a red arrow pointing to it, and a link "Forgot your password? >". At the bottom, there is a blue "Sign In" button and a legend "* Required Fields".

STEP 3

If you already had an account and signed in, click **Place Order** and **Proceed to Step 5**

My Account

Home

Use this page to navigate to "Walnut Creek Baseball" functions which you have access to.

Your email address has not been validated. We just emailed you a "Validate your Email" email. Just check your junk mail folder.

My Account

- My Profile
- Members
- Order History
- Enrollments
- Reservations
- Place Order

STEP 4

If you did not have an account, fill in the information for new accounts and click **Sign Up**

Sign In

Register

New to TeamSideline? Signing up is easy! The information below is for the Parent or Guardian of a player. You will be required to complete the fields below and click "Sign Up"

Email Address *

Re-Enter Email *

Password *

Confirm Password *

Parent First Name * First name of Parent or Guardian

Parent Last Name * Last name of Parent or Guardian

Street Address *

City, State, Zip *

Phone 1 * Ext. Select

Phone 2 Ext. Select

Phone 3 Ext. Select

Sign Up

* Required Fields

Since this is a new account, click **Enroll**

My Account

Members

Help

Step 1: Click the Add Child button to add your child(ren) to your account.
Step 2: Click the Add Parent button to add additional Parents or Guardians to your account.
Step 3: Click the Enroll button to continue the Enrollment process.
Please note this is not your roster. Do not add players that are on your team, only your personal family.

Add Parent Add Child

Name	Gender	DOB	
Jon (Primary Account Holder)			<input type="checkbox"/>

Click the Enroll button to finish registration.
Your registration is not complete until you have completed the Enrollment Process.
The Process is done when you Checkout and receive your Order Confirmation email.

Enroll

STEP 5

Select the appropriate information in the drop down boxes and click **Add Enrollment**

Select **Manager** if you are a **Head Coach**, otherwise select **Assistant Coach**

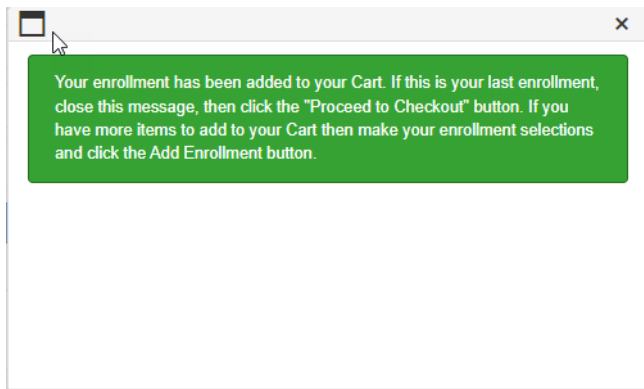
Add Items To Your Cart

Your "Shopping" Cart lists the items you want to enroll in and store items you want to purchase. Click the Proceed to Checkout button to proceed with placing your order after adding one or more items. Click the Delete icon to remove items, or to add more enrollments to your Cart, complete the Enrollment fields below and click the Add Enrollment button.

Enrollee *	Jon	←	Coaches name
Enrollment Type *	Volunteer	←	Select Volunteer
Program *	Rec League - Summer 202	←	Select current Program
Offering *	1st Grade	←	Select Grade you are coaching in
Enrollment Selection *	Coach	←	Select Coach if you are Head Coach Otherwise select Assistant Coach

→ **Add Enrollment**

Click the x to close this screen



STEP 6

Click **Proceed to Checkout**

Your Cart

Item	Cost	
Volunteer - Rec League - 1st Grade - Manager - Jon	\$0.00	×

Order Subtotal: **\$0.00**

→ **Proceed to Checkout**

STEP 7

Enter the information needed to complete the Background Check and check the *Agreement* box

My Account

Rec League - 1st Grade - Jon Help

You are almost done! Complete this page and then click the Next button to complete your order.

Background Check Information

Legal First Name *

Legal Middle Name

Legal Last Name *

SSN *

Gender * Male Female

Date of Birth *

Background Check Authorization

By clicking the checkbox below, I voluntarily and knowingly authorize this organization and Protect Youth Sports or its authorized agents to obtain or prepare investigative consumer reports (aka background checks) about me for volunteer position purposes. The reports may contain information about criminal history or other background checks.

I understand I have the right, upon written request made within 30 days after agreeing to this background check, to request disclosure of the nature and scope of any investigative consumer report prepared by contacting this organization and Protect Youth Sports, 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618; Phone: 1-877-319-5587.

For information about Protect Youth Sports privacy practices, see <https://www.protectyouthsports.com/privacy-policy/>.

Agreement * Click here to verify that you have read and agree to the background check consent form.

Read the Walnut Creek Baseball Code of Conduct, check the *Agreement* box, click **Next**

Make sure to scroll through and read this as you will be held accountable to this standard

WALNUT CREEK BASEBALL CODE OF CONDUCT

Walnut Creek Baseball is committed to providing an environment in which all individuals are treated with respect. Coaches, parents, players, and spectators, hereinafter referred to as 'members', are expected to conduct themselves in a manner consistent with the values of Walnut Creek Baseball, good sportsmanship, and must always adhere to the Walnut Creek Baseball Code of Conduct.

Anyone that engages in the following behavior, or any behavior deemed inappropriate by the Walnut Creek Baseball Board of Directors may be subject to disciplinary actions up to and including permanent expulsion from Walnut Creek Baseball.

(A) not complying with the rules, regulations, or policies of Walnut Creek Baseball, as adopted, and amended from time to time.
(B) deliberately disregarding the Rules of Baseball as amended from time to time.
(C) verbally or physically abusing opponents, umpires, board members, or officers on duty.
(D) showing disrespect to opponents, umpires, board members, or officers on duty including the use of foul language and obscene or offensive gestures.
(E) abusing playing equipment or the playing area, including dugout, concession stands, bathrooms, etc.
(F) using tobacco or alcohol products on the grounds of the Walnut Creek Baseball facility or while attending a sanctioned Walnut Creek Baseball activity.

Note: This Code of Conduct applies to all baseball activities including but not limited to games and practices and pertains to all members participating in or watching games as a spectator or other events sanctioned by Walnut Creek Baseball.

Examples of Minor Infractions

(A) a single incident of disrespectful, offensive, abusive, racist, or sexist comments or behavior directed towards others, including but not limited to peers, opponents, players, coaches, officials,


Agreement * Click here to verify that you have read and agree to the Walnut Creek Baseball Code of Conduct.

Next

* Required Fields

STEP 8

Verify the Contact Information is correct and click **Place Order**

 [My Account](#) ▼

Checkout [Help](#) ▼

One more step! Just complete this page, confirm the item(s) in your order and click the Place Order button to finalize your order.

Contact Information

First Name *

Last Name *

Street Address *

City *

State *

Zip Code *

Phone *

Order


Item	Cost
Volunteer - Rec League - 1st Grade - Manager - Jon	\$0.00

Have a Coupon Code?

Coupon Type

Coupon Code

Order Total (USD):
\$0.00



* Required Fields

STEP 9

You will receive an **Order Confirmation**

My Account

Order Confirmation Help

Your order has been placed. Print a copy for your records.

Note: An Order Confirmation has been emailed to you. However, email services and ISPs can use blocking or filtering systems to help protect you from unsolicited email or "spam". In order to make sure you receive email from TeamSideline, please add no-reply@teamsideline.com to your address book, Outlook "Safe Senders List" or to your "White List".

Contact Information

Order Date * Friday, March 1, 2024

Order Number * 2410-6287711

Full Name * Jon

Street Address *

City *

State * IA

Zip Code * 50323

Phone * 515

Order Items

Item	Cost
Volunteer - Rec League - 1st Grade - Manager - Jon	\$0.00

When do games start: April 15th

When does the season end: June 28th

When are games played: All Grade Divisions play games on Monday through Friday

Are games played on the weekend: Pre-K thru 2nd Grade play some games on Saturday

When are practices: Practice schedules are determined by coaches with input from parents

How are teams created for Pre-K thru 2nd: By the Division VP and mostly based on Elementary School. We do allow coaches to form a team from REGISTERED PLAYERS

How are teams created for 3rd thru 9th: Teams are created after the WCB Skillz Day and Coaches Draft

I need help with Registration: Select the Contact Us menu item in the upper right corner of the main page

Terms: WALNUT CREEK BASEBALL CODE OF CONDUCT

Total
Order Total (USD): \$0.00

Order Inquiries

For Program, Volunteer or Sponsor questions, please email Walnut Creek Baseball directly at presidentwcbia@gmail.com.

STEP 10

Download the TeamSideline Mobile App available on both Apple and Android to utilize Team Sites which all parents including coaches will use to communicate, chat, view schedules, and more.

Coaches and parents will receive a notice when their Team Site has been created in the system. This will be done by Walnut Creek Baseball staff so coaches, DO NOT CREATE A TEAM SITE in the application. WCB will do this and you will get notified when it is completed.

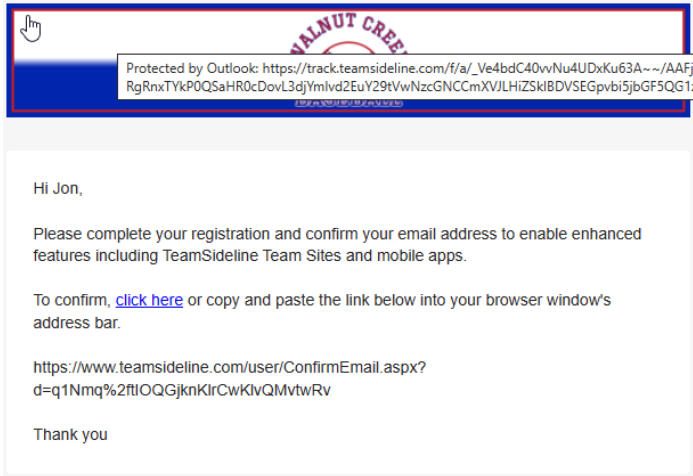
[Click Here to download the Team Site App from the App Store](#)

[Click Here to download the Team Site App from the Google Play Store](#)



STEP 11 – If you created a new account complete this step

Once you create a new account, check your email (**Inbox and Junk Folder**) for an email with a link to click on to confirm your email address. This is important because it will enable enhanced features including TeamSideline Team Sites and the mobile app which you will use as a coach to manage your team.



STEP 12 – If you are coaching more than one team complete this step

If you are coaching more than one team, you must enroll as a Volunteer in each Grade Division you are coaching in.

The process will be the same you just completed with the exception of STEP 4 and the Background Check again.

Complete the following steps:

STEP 1

STEP 2 – Sign In with existing account

STEP 3

STEP 5

STEP 6

STEP 7 – Code of Conduct will be the only item now. Your Background Check was completed previously.

STEP 8

STEP 9