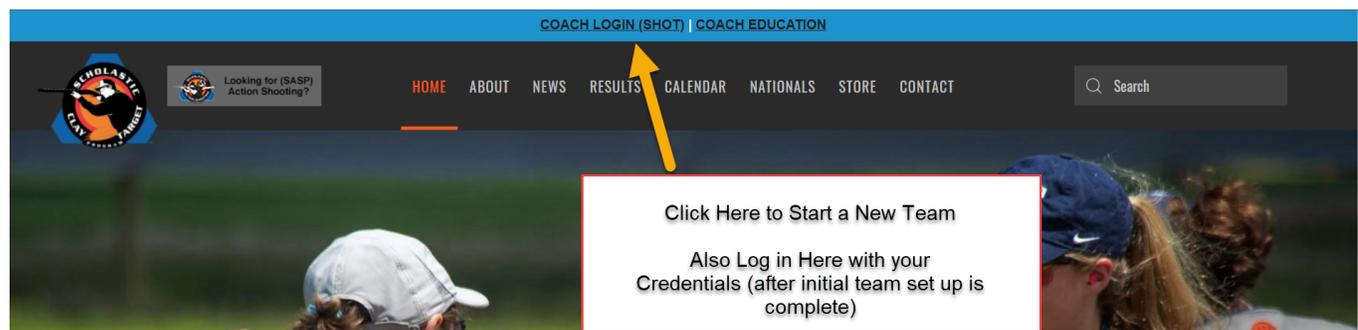
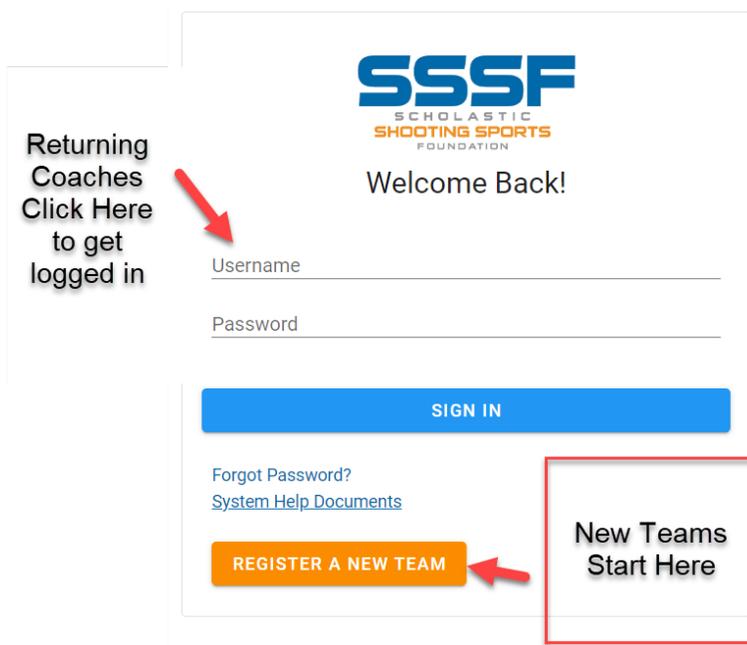


REGISTER A NEW TEAM/ Log In to Team Account/ Register for Shoots

Go to www.mysctp.com to get started...



Next Page looks like this:



NEW TEAMS ONLY: (First time teams)

Follow the steps as prompted – WRITE DOWN YOUR USERNAME AND PASSWORD

You will enter your email and have to do an email verification by going to your inbox and clicking a link, etc. At which point you will be brought back to the SHOT system (where you're registering) to continue with setting up your team.

Once your team is registered:

Here are some useful links for registering Coaches and Athletes as well as a guide for parents. Also continue reading for step by step instructions.

1. Athlete Registration For Coaches: <https://sssffonline.org/wp-content/uploads/2021/08/Add-UpdateAthletes.pdf>
2. Athlete Registration For Parents: <https://bit.ly/ParregGuide>
3. Coach Registration: <https://sssffonline.org/wp-content/uploads/2021/08/Add-UpdateCoaches-1.pdf>

The screenshot shows a dashboard for the team "Rebel Bird Busters (#892)". The left sidebar contains navigation options: Home, Profile, Administration, Team Management, and a dropdown for "Select a team to manage" (currently showing "Rebel Bird Busters"). Below this are sections for Team, Fees, Athletes, Coaches, Shoots, Leagues, Virtual Series, Conference, Support, and Logout. The main content area displays a "Rebel Bird Busters (#892) Overview" with five summary cards: "3 Coach Background Checks Expired", "3 Coaches with Unpaid Fees", "2 Coach Registration Forms not Completed", "0 Athletes with Unpaid Fees", and "0 Athlete Registration Forms not Completed". Below the overview is a "Recent News" section. Four red arrows point from the "Athletes", "Coaches", "Shoots", and "Support" menu items to text instructions: "Click Here to add/ monitor Athletes", "Click Here to add/ monitor Coaches", "Click Here to Register for shoots", and "CLICK HERE FOR HELP/ SUPPORT!!".

After Clicking the Athlete tab as shown above: Click ADD ATHLETE (near upper right corner)

The screenshot shows the "Add new Athlete" form. At the top right, there is a blue "ADD ATHLETE" button. Below it are two buttons: a grey "VIEW EMAILS" button and an orange "EXPORT" button. The form itself has two input fields: "Athlete First Name" and "Athlete Last Name". At the bottom right of the form is a blue "CONTINUE" button.

Once you add the athlete's name, their profile page will pop up on the right side of your screen – you will need to enter their email address and then follow instructions at the top of the page (red box) as seen below. PLEASE MAKE SURE ALL INFORMATION IS COMPLETED. The system does use and need ALL this information.

Parents (under 18) or Athletes (collegiate) will create log in credentials – please make sure they know to keep this information for future log in purposes.

At the bottom of the Athlete profile page is a place for Emergency Contact and any notes you as a coach may need to make.

~ Allergies, etc

Below that is the Classification

*HS (used for SCTP Regional events)

*SCTP – A (used for American Disciplines)

*SCTP – I (used for International Disciplines)

Conference/ Leagues (used per your state instruction)

*Must be completed by COACH

Below Classification you'll see NGB numbers

These can be updated by parent/ athlete or coach but we encourage these to be filled out so targets will be credited during registered events.

← Sara Lee - #88771 SAVE ⋮

No consent form on file. Please have the athletes parents sign the form. You can email the form by [clicking here](#)

SCTP Form: Not Received
Created: 08/29/2022

SCTP Payment: Not Received
Updated: 08/29/2022

CONTACT INFORMATION

First name Sara Last name Lee

ENTER EMAIL ADDRESS

Street Address

City Select State Wisconsin Zip

Phone

Gender Ethnicity T-Shirt Size

Birthday day year

School Expected Graduation Year

ADDING COACHES IS SIMILAR STEPS

REGISTERING FOR A SHOOT

Click Shoots on the left side of the screen as indicated above:

The screenshot shows a web interface for managing shoots. At the top left, there's a 'Shoots -' header. Below it are tabs for 'MY HOSTED SHOTS', 'IN-PROGRESS', 'UPCOMING', 'PAST', and 'INVITED'. The 'UPCOMING' tab is selected. There are two dropdown menus: 'Select State' with 'Alabama' selected, and 'Team'. To the right, there's an 'ADD SHOOT' button, a 'CLEAR' button, and a 'SEARCH' button. A 'Shoot type' dropdown menu is open, showing options: 'national', 'regional', 'state', and 'open team'. Below the filters is a table with columns: 'Shoot ID', 'Name', 'Hosting Team', and 'End Date'. The table currently shows 'No data available'. At the bottom right, there's a pagination control showing '100' items per page.

Select the type of event you're registering for:

Nationals

Regional – these are Regionals run by SCTP

State Shoots

Open Team (shoots created by other teams that are inviting anyone in the area to attend)

(Example shown of SCTP American Nationals in July)

There will be a list of the events that will be offered for the shoot. You must select the event you want to register for. This gets you to the squadding portion of registration. You will be selecting the date and time that you want the athletes to shoot. Please watch your timing for multiple disciplines in a day (allow enough time between events and do not double book them).

Notes:
Registration closes July 4th at 12:01 AM - you have through July 3rd to make changes.
Changes will not be accessible on July 4th!
INTERNATIONAL disciplines will close July 1st (actually 11:59pm June 30th). Please plan accordingly.

Date	ID	Hosting	Location	Name
Tuesday July 5, 2022	16811	Scholastic Clay Target Program	Cardinal Center	125 Target International Skeet
Friday July 8, 2022	16812	Scholastic Clay Target Program	Cardinal Center	125 Target Bunker Trap
Saturday July 9, 2022	16813	Scholastic Clay Target Program	Cardinal Center	100 Target 5-Stand / Side Event
Saturday July 9, 2022	16694	Scholastic Clay Target Program	Cardinal Center	200 Target American Skeet
Saturday July 9, 2022	16695	Scholastic Clay Target Program	Cardinal Center	200 Target Sporting Clays
Saturday July 9, 2022	16698	Scholastic Clay Target Program	Cardinal Center	200 Target Doubles Trap
Saturday July 9, 2022	16700	Scholastic Clay Target Program	Cardinal Center	200 Target Handicap Trap
Wednesday July 13, 2022	16696	Scholastic Clay Target Program	Cardinal Center	200 Target Singles Trap
Friday July 15, 2022	16814	Scholastic Clay Target Program	Cardinal Center	100 Target Skeet Doubles

Once in the event you're squadding for:

Squad Name Open	Location Location 1 Location to be at	Date 2022-09-03 Date you're shooting
Time 9:00 AM Time your squad starts	Number 5	Flight 2

SQUADDING

Squad Name **If this doesn't automatically fill please enter your squad name**
 Open

Team **Your team name will be here**
 B.H.S. Demons Shooting Team

Team Squads

Please Note: In order to be added to a squad:

- Have paid and have a valid receipt
- Must have a class
- Must not be on another squad
- Please verify class

Drop down list of your available athletes (once an athlete is placed on a squad they are removed from the list to prevent double squadding)

- Renner Ade (Intermediate/Advanced)
- Kyle Bailey (Intermediate/Advanced)
- Wesley Bauman (Intermediate/Entry Level)
- Logan Becker (Intermediate/Advanced)
- Brendan Becker (Senior/Jr. Varsity)
- Paige Bernau (Intermediate/Advanced)
- Carter Bernau (Senior/Varsity)

This is what your voucher will look like – you'll see each squad with their date/ time and location they'll be shooting at

Test Trap Opening				
Ballard Clay Bombers				2
Date: 09/03/2022 Flight: 1 (8:00 AM) Location: Location 2				
Athlete: 1	IA58755	Bennett Bruns	Ballard Clay Bombers	Senior/Jr. Varsity
Athlete: 2		Open		
Athlete: 3		Open		
Athlete: 4		Open		
Athlete: 5		Open		
Ballard Clay Bombers 2				3
Date: 09/03/2022 Flight: 1 (8:00 AM) Location: Location 3				
Athlete: 1	IA34134	Jameson Berka	Ballard Clay Bombers	Senior/Varsity
Athlete: 2	IA49338	Landan Carson	Ballard Clay Bombers	Senior/Varsity
Athlete: 3	IA	Andrew Curran	Ballard Clay Bombers	Rookie
Athlete: 4	IA	Coye Dietrich	Ballard Clay Bombers	Senior/Varsity
Athlete: 5	IA67878	Wyatt Emery	Ballard Clay Bombers	Senior/Jr. Varsity

The top portion of your voucher shows how many athletes for each event (they'll be listed individually by event if you are squadded for more than one per event/ shoot.) How much has been paid with your remaining balance. Note the PAY button near the top left. This will take you to a credit card processing portion or you may print this and bring it with you to the event with a check to pay.

Select a team below to view their voucher

[Select a team](#)

Ballard Clay Bombers

Ballard Clay Bombers

Test Shoot September Registration - 8/29/2022 11:23 AM

Below is a voucher for Ballard Clay Bombers registration for Test Shoot September. Please bring a copy of this voucher to the shoot.

PAY

Fee Summary

Event Name	Athletes	Fee	Due	Paid	Balance Due
Test Trap Opening	6	\$50.00	\$300.00	\$0.00	\$300.00
		Totals:	\$300.00	\$0.00	\$300.00

If you have any further questions or need assistance please use the **SUPPORT** button – this goes to a team of folks who can help rather than waiting for one person to get back to you!