



State League Online Team Declaration Process

2-24-12

- 1) Go to the State League schedule/scores/standings web site:
www.skit.site.infoquest.com/oysan/
- 2) From the menu ribbon across the top of the page select “Teams Declare”
- 3) The next page enter your email address and for the password use your two letter club code
- 4) On the TD page you will now enter the teams you will be declaring
 - a. Select the division for the team (i.e. B1C1/boys U11 first division, G4C2/girls U14 second division, etc.)
 - b. If a returning team go to “Select Returning Team Number” and from the drop down menu click on the appropriate team
 - c. If a new team enter the team name in the box “Name of New Team”
 - d. Select team colors
 - e. For a returning team select the coach information as provided or enter new coach information as you would for a new team
 - f. Click “Add Team”
- 5) You will repeat the process for each team
- 6) At the top of the page you can click on “View Prior Teams Declared” to verify your information and edit as needed