

Coach Account / Team Creation on COYESS Tournament Website

This site is new. If you encounter any issues or have any questions when using this site please contact Jason Nester at 303 883 7490.

The website can take a 10 – 20 seconds to update from time to time. Once you complete an action on the website, please give it a few seconds and wait for the update to occur. Otherwise you may make changes that catch up all at once.

Please follow the instructions below on how to create your head coach account and team on the COYESS Tournament website. This document will also provide instructions for how assistant coaches also register and get assigned to their team.

Go to the COYESS website ([Colorado Youth Education in Shooting Sports](https://www.coyess.net)) and select the “Events” link. Then select the Register for Tournaments link.

Or go directly to the Tournament website ([COYESS Tournaments](https://www.coyess.net/tournaments)).



The screenshot shows the COYESS Tournaments website. At the top, there is a navigation bar with links for yahoo, Heidi Gmail, FCE, CMS, HRHS, Amazon, FCE staff, Facebook, Google, Yoga With Adriene, and BAND. On the far right of the bar are icons for a user profile, a star, and a search function. Below the bar, the main header reads "COYESS Tournaments". To the right of the header is a dropdown menu labeled "Tournaments" and a "Sign Up" button. The main content area has a light gray background and features a large, bold heading "Welcome to COYESS Tournaments" centered at the top. Below this heading is a smaller, centered text "Register for COYESS Tournaments".

To create a new coaches account, select the “Sign Up” button in the top right corner.

Choose Your Account Type

Select how you want to sign up

[Sign up as Athlete](#)

[Sign up as Coach](#)

Already have an account? [Sign in](#)

Select the “Sign up as Coach” button. Enter key information including a secure password for your login. Once you have filled in all the details, select the “Create Coach Account” button at the bottom.

Coach Sign Up

Create your coach account

First Name * Last Name *

Bob

Hope

Email *

BobHope@example.com

Phone Number (optional)

3035554444

Password *

.....

Must be at least 6 characters

Next Steps

- Create or join a team
- Register your team for tournaments
- Manage your team roster

[Create Coach Account](#)

Once it creates your account, it will redirect you to the main page.

The screenshot shows the COYESS Tournaments homepage. At the top, there's a navigation bar with links for 'Tournaments' and 'Teams', and a user profile section for 'Welcome, John Doe' (Coach) and 'Logout'. Below the header, a large banner says 'Welcome to COYESS Tournaments' with a 'Register for COYESS Tournaments' button. A 'Create Tournament' button is in the top right of the main content area. The main content displays three tournament cards:

- March Classic** (upcoming): Golden Gun Club, Watkins, CO. March 21st, 2026 - March 22nd, 2026. 0 registered athletes. Categories: Skeet, Sporting Clays, Trap.
- Spring Warmup** (upcoming): Golden Gun Club, Watkins, CO. February 28th, 2026. 35 registered athletes. Categories: Skeet, Trap.
- Feb Classic** (upcoming): Golden Gun Club, Watkins, CO. February 27th, 2026. 46 registered athletes. Categories: Skeet, Sporting Clays, Trap.

Each card includes a 'View Details →' link at the bottom right.

In the top right corner select the Profile link to update any remaining details around your profile. You can also change your password from this page.

The screenshot shows the COYESS Tournaments Profile page. At the top, there's a navigation bar with links for 'Tournaments' and 'Teams', and a user profile section for 'Welcome, John Doe' (Coach) and 'Logout'. The main content area is titled 'Profile' and shows the user's information: John Doe • John.Doe@example.com • Coach. Below this, there's a section titled 'Account Settings' with the following details:

- First Name: John
- Last Name: Doe
- Phone Number: Not set
- Email: John.Doe@example.com
- Role: Coach

At the bottom of this section are two buttons: 'Edit Account Info' (purple) and 'Change Password' (dark grey).

Profile

John Doe • John.Doe@example.com • Coach

Account Settings

First Name

Last Name

Phone Number

Email

Role

Coach

Save ChangesCancel

Once you have saved your profile changes, go back to the top of the web page and hover over the “Team” menu and see the drop down. Select the “Browse Teams” option.

The screenshot shows the COYESS Tournaments website. At the top, there's a navigation bar with the COYESS logo, a search bar, and dropdown menus for 'Tournaments' and 'Teams'. Below this, the main content area is titled 'Profile' and shows the user's information: John Doe, John.Doe@example.com, and Coach status. To the right, a dropdown menu for 'Teams' is open, displaying three options: 'Browse Teams', 'My Team', and 'Team History'. The 'Browse Teams' option is highlighted with a blue border.

You will be redirected to the Teams page and in the upper right corner select the “+ Create New Team” button.

The screenshot shows the 'Teams' page of the COYESS Tournaments website. The top navigation bar includes the COYESS logo, a search bar, and links for 'Profile', 'Welcome, John Doe' (with a 'Coach' badge), and 'Logout'. Below the navigation, the page title is 'Teams' with a subtitle 'Create and manage teams for tournament competition.' In the top right corner of the main content area, there is a prominent purple button with a white plus sign and the text '+ Create New Team'. The main content area displays a list of five teams: 'High Plains Drifters', 'Individual - Feb Classic', and 'Mountain Crushers', each with a brief description of its members and coaches.

Fill in the Team information as well as the head coach information. The head coach information should match the coach profile just created.

Please enter a valid phone number, preferably your cell number, and your address. We need these to contact you in an emergency during the tournament. We need your address in case we need to mail awards to your athletes after the tournament.

Once completed press the “Create Team” button.

Create New Team

Team Name Affiliation (Optional)

Head Coach (Optional)

Name <input type="text" value="Bob Hope"/>	Email <input type="text" value="BobHope@example.com"/>	Phone <input type="text" value="555-123-4567"/>
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Address (Optional)

Street

City <input type="text" value="Springfield"/>	State <input type="text" value="IL"/>	ZIP <input type="text" value="62701"/>
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Create Team

Once it creates your team, it will redirect you to a page that shows your team and allows you to manage it. Select the “Manage Team” button.

COYESS Tournaments Tournaments ▾ Teams ▾ Profile Welcome, Bob Hope Coach Logout

Teams

Create and manage teams for tournament competition.

Manage Team

Your Team
Hope's Claybusters
0 athletes • 1 coach

Manage Team

On the Manage Team page you can update your logo. You can also add coaches and athletes. Once a coach has created an account they can request to join. Those instructions are below. If you log into your account and go to the “Manage Team” menu option from the “Teams” menu, you will see pending coach requests.

Pending Coach Join Requests (1)

Review and approve/reject requests from coaches who want to join your team

Steve Hope <small>Coach</small> SteveHope@example.com Requested: 1/8/2026	<small>✓ Approve</small>	<small>X Reject</small>
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You can approve or reject coach requests to your team. Once a coach has been added they have the same rights as you do. They can assign athletes, register the team and team athletes for tournaments, squad athletes in a tournament, and other administrative tasks.

If your athletes have not registered individually yet, you will not be able to add them. We recommend at this point to sign out and request that your athletes create individual accounts. Once they have created their individual accounts, they can request to join your team, or you can select them and add them to your team.

COYESS Tournaments Tournaments ▾ Teams ▾ Profile Welcome, Bob Hope Coach Logout

Manage Team: Hope's Claybusters

Add or remove athletes from your team roster

Team Logo



Upload Logo

- Maximum file size: 5MB
- Accepted formats: JPEG, PNG, GIF, WebP
- Recommended: Square image, at least 200x200px

Team Information

Edit		
Team Name Hope's Claybusters	Affiliation USAYESS	
Head Coach Name Bob Hope	Email BobHope@example.com	Phone -
Address Street -	State -	ZIP -
City -		

Once athletes are in the system you will see them listed below the Current Roster section. You can select them and add them to your team. Please do not add any athletes that are not part of your formal team.

Add athletes to Team

Select athletes to add to your team roster

Search by name or email...

Fred Flintstone
fred@example.com

Add to Team

Grusome Gary
gary@example.com

Add to Team

test test
test@example.com

Add to Team

After your athletes have registered, if you log into your account and go to “Manage Team” from the “Teams” menu at the top, you might see athletes that have requested to join your team.

Pending Join Requests (1)

Review and approve/reject requests from athletes who want to join your team

Jane Doe Jane.Doe@example.com Requested: 1/5/2026	✓ Approve	X Reject
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Current Roster (0)

No active athletes on your team yet. Add some from the list below!

Add athletes to Team

Select athletes to add to your team roster

Search by name or email...

Jane Doe Jane.Doe@example.com	Add to Team
test test test@example.com	Add to Team

Once you have accepted requests from athletes or added your athletes to your team your roster should update and show all the athletes assigned to your team.

Current Roster (1)

Jane Doe	• Active
Jane.Doe@example.com	
Grade: 9 • Intermediate	

[Edit Details](#) [Remove](#)

Add athletes to Team

Select athletes to add to your team roster

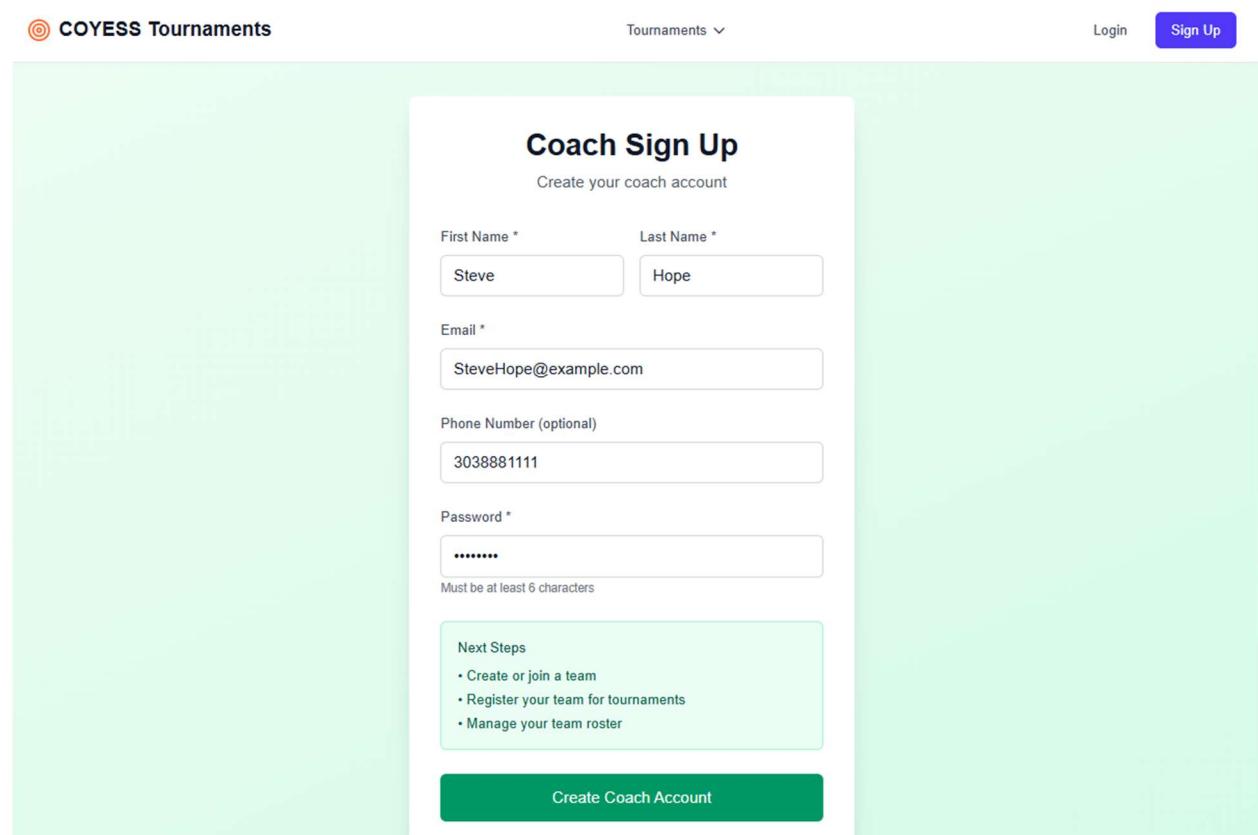
Search by name or email...

test test	test@example.com
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[Add to Team](#)

Assistant Coach Creation

Create your login just like the instructions at the top for the head coach.



The screenshot shows the COYESS Tournaments website with a light green background. At the top left is the logo "COYESS Tournaments". At the top right are links for "Tournaments", "Login", and a prominent blue "Sign Up" button. The main focus is a white "Coach Sign Up" form titled "Coach Sign Up" with the subtitle "Create your coach account". The form fields are as follows:

- First Name *: Steve
- Last Name *: Hope
- Email *: SteveHope@example.com
- Phone Number (optional): 3038881111
- Password *: (redacted)

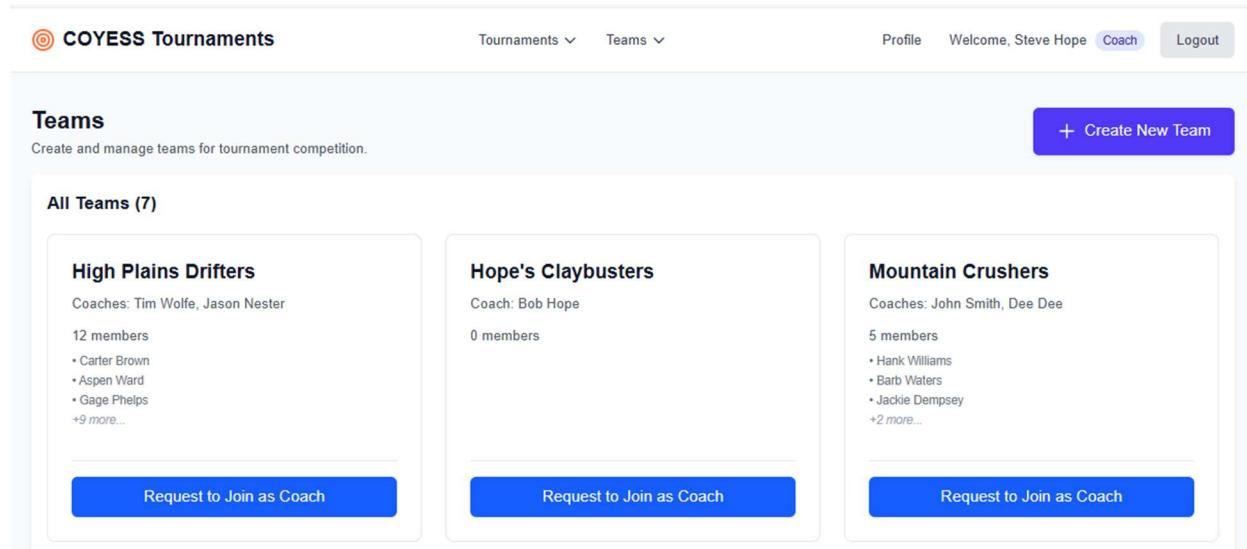
A note below the password field states: "Must be at least 6 characters". To the right of the form, a box titled "Next Steps" lists:

- Create or join a team
- Register your team for tournaments
- Manage your team roster

At the bottom of the form is a large green "Create Coach Account" button.

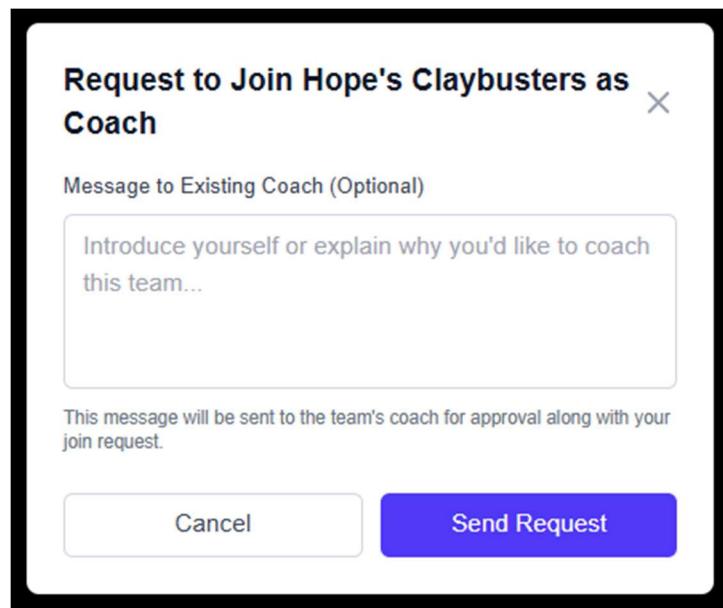
Make sure you review all of your information in your profile and update any missing data.

Assistant coaches do not need to create teams. They can be assigned to their team by an administrator or they can request to join a team. Select the “Teams” menu at the top and select the “Browse Teams” option in the dropdown menu.



The screenshot shows the COYESS Tournaments website interface. At the top, there is a navigation bar with links for "Tournaments" and "Teams". On the right side of the top bar, it says "Profile" and "Welcome, Steve Hope (Coach)" followed by a "Logout" button. Below the top bar, the main content area is titled "Teams" with a subtitle "Create and manage teams for tournament competition." A blue button labeled "+ Create New Team" is located on the right. The main content area displays three team cards: "High Plains Drifters" (Coaches: Tim Wolfe, Jason Nester, 12 members, +9 more...), "Hope's Claybusters" (Coach: Bob Hope, 0 members), and "Mountain Crushers" (Coaches: John Smith, Dee Dee, 5 members, +2 more...). Each team card has a blue "Request to Join as Coach" button at the bottom.

Select the Request to Join as Coach button for the team you wish to join.



Wait for your request to be approved by the head coach.

Teams

Create and manage teams for tournament competition.

[+ Create New Team](#)**Pending Coach Join Requests**Hope's Claybusters
Coach: Bob Hope

pending

Once your request has been approved, if you log into the site and go to “My Teams” menu option from the “Teams” menu, it will take you to the team you are assigned to.

Manage Team: Hope's Claybusters

Add or remove athletes from your team roster

Team Logo[Upload Logo](#)

- Maximum file size: 5MB
- Accepted formats: JPEG, PNG, GIF, WebP
- Recommended: Square image, at least 200x200px

Team Information[Edit](#)

Team Name	Affiliation
Hope's Claybusters	USAYESS

Head Coach

Name	Email	Phone
Bob Hope	BobHope@example.com	-

Address

Street	State	ZIP
-	-	-
City		
-		

This completes the initial setup of the coach and team.