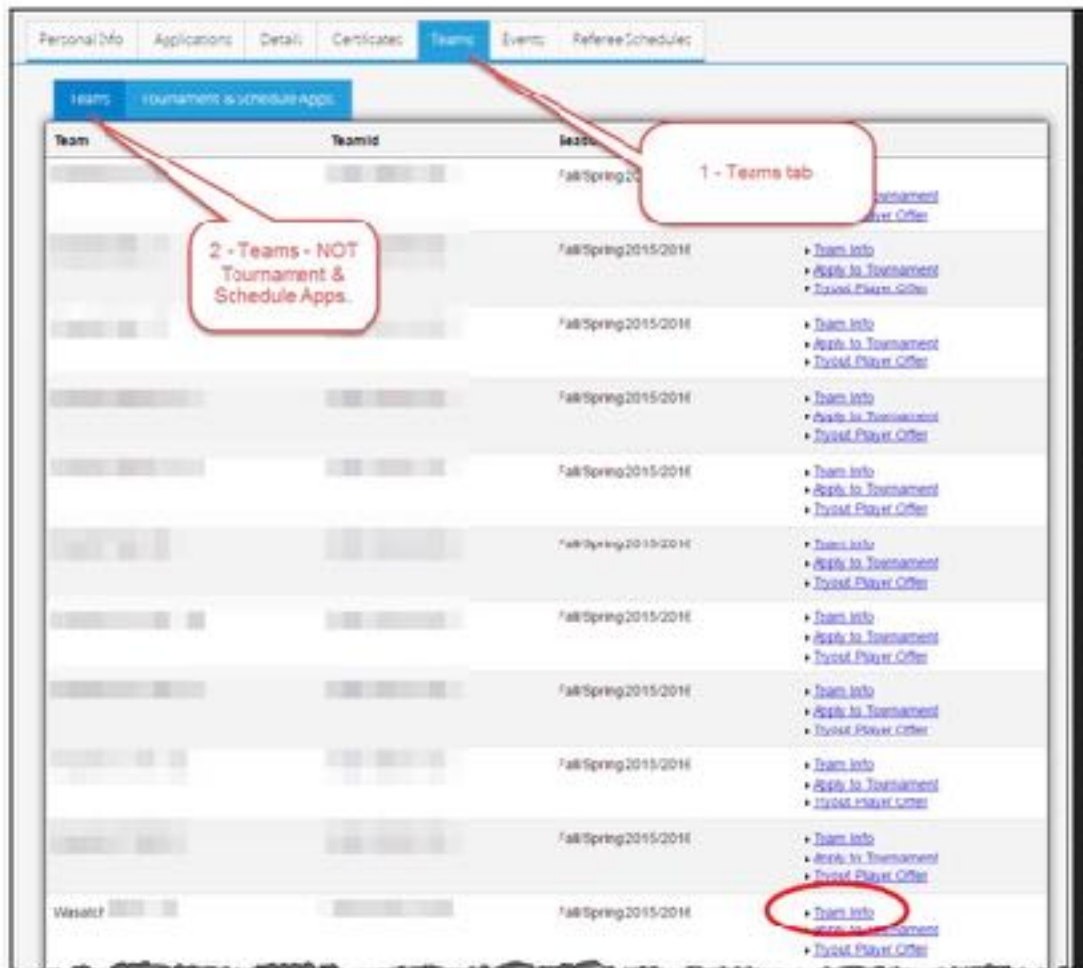1. AFTER successfully submitting a tournament application, log into Affinity. Click on the Teams main tab (1) and the Teams subtab (2 – NOT the Tournament & Schedule Apps tab). Find the correct team and click Team info.

2. Click on the "Tournament Roster" Tab then click "Edit Application"

3. If you need to add guest players or coaches, click on the Roster tab

4. Click "Add Player/Admin Inside Org

5. If you already know the ID number of the player/admin, then enter it in the ID Number box, then click "Save & Continue." If you don't know the ID number, click "Find ID Number"

6. If you clicked on Find ID Number, enter lastname,firstname in the search box and click Search. Click on the ID number for the correct player to select that player. You will then be returned to the screen shown in the previous step. Click Save & Continue on that screen.

7. Click on the "Review" tab

8. Click "Print Photo Roster"