

## U9 Gray Jay Access

To manage your team roster and other game-related information, you will need access to the **GrayJay** platform. Follow these steps:

1. **Contact TASA Communications:** Reach out to **TASA Communications** to request your **GrayJay** account. This will provide you with the necessary login credentials to manage your team online.
2. **Set Up Your Team Roster:** Once you have access, log in to the **GrayJay** platform to set up and manage your team's roster. This will include player names, jersey numbers, and other key details.

To properly record game results and scoring details, each team needs to add players to their team roster. To do so, add your players in the team setup wizard and/or click **Roster** on the System Dashboard and then click **Add Players** to add new players to your roster.

GRAYJAY LEAGUE MANAGEMENT

# System Dashboard

Welcome to your new system dashboard! Setup and manage your team using the navigation buttons below. If you have any questions or issues, contact support and we'll help as soon as we can.

✓ Team is configured for the 2020-2021 season. [Edit Season](#)

Setup Roster Games Permits News Menus

Pages Staff Users

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2022-2023 ROSTER					
Jersey	Name	Height	Weight	Position	Type

Actions

- Add Player
- Roster Upload
- Roster Download

When adding players to your roster, either during team setup or at any time after the fact, there are four options: roster upload, import players from past seasons, add new players, or for organizations using GrayJay Pay for registration, Master Roster bulk assignments.

- **Roster upload:** In the Actions menu, select **Roster Upload** and then download the template in Excel or CSV format, populate the template and upload.

- **Import players from past seasons:** If there are players from a previous season returning to your roster for the current season, you can import them to the current season roster by clicking on **Import Players From Past Season**. This will show you rosters from previous seasons and allow selection of the players to bring forward to the current season.
- **Add new players:** Click **Add Player** to add players to your roster individually. Enter the player's name and date of birth, at a minimum, to add the player to your roster. If a match is found to a player who already exists in the database, possible matches will be displayed. If the player you want is listed, select the player and click **Add Player**. If not, just click **Add Player** to add the player to the database and to your roster.
- **Master Roster bulk assignments:** For minor hockey associations using GrayJay Pay for player registration, the recommended method for building your rosters is via the new **Master Roster** menu. See more in the [Master Roster](#) section below.

## Roster Upload:




Note that all players added to the current season roster will be assigned jersey number 0, but this must be changed to a unique number per player before games can be scored in the system. To update any player information, return to the Roster page and click **Edit** beside any player. Players who have been added to your roster can be modified or removed in the Roster section of the admin portal. Some changes can be made directly on the roster page, which allows quick updates to multiple players.

Jersey	Name	Height	Weight	Position	Type
1	Demo Player	55"	145	Forward	<input type="checkbox"/> Captain <input type="checkbox"/> Alt. Captain <input type="checkbox"/> Rookie <input type="checkbox"/> Affiliate


Clicking **Edit** will allow you to view/edit all details related to a player, as shown in the screenshots below. Note that there is a Player tab and a Parents tab, which allows you to capture contact info for parents as well.

**Player Images**  
A portrait and square image is required for each player. Images should ideally be at least 1200px x 900px for the portrait image, and 1200px x 1200px for the square image.

**Player Portrait Image**



**Player Round Image**



**Upload Image**

**Address**

Address 1

Address 2

City

Province/State

County

Postal/Zip Code

Only players added to team rosters via the Master Roster page will contain the information required for the HCR roster upload feature.

## Player Images

Administrators can upload player profile pictures or select from a variety of avatar options for each player. To access these options, navigate to the Edit Player page via the team roster, and scroll down to the Player Images section for the current season. You can choose to upload an actual player profile picture by selecting **Use Custom Image** or select **Use Avatar** to choose an avatar.

If you select **Use Avatar**, you will be presented with options as shown below. Select an option and click the Save button in the top right portion of the screen. Note that by setting the gender field on the player record, the avatar will change to match the gender, but the skin tone will remain the same as the current selection.

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