

How to Rollover teams from Fall Soccer to Spring Soccer

Why use the Rollover feature?

Usually the Spring teams are the same as the Fall teams except for some minor drops or adds. Rollover will save you a lot of time by making a complete copy of the Fall teams into the upcoming Spring season. Then as the Spring season registration progresses you can remove any non-returning players and add any new players before the season starts.

How to do team rollover ? Rollover is done in 2 steps, 1-Remove current Spring team assignments, 2-Rollover the Fall assignments for players/coaches to the Spring season

Step 1: First remove the players and coaches from the current Spring Soccer teams. Do that by clicking on Teams and Rosters. Then click on the button for “Bulk Assignment Removal”. When that program comes up make sure it is set to the Spring season because that is the season you want to clear out. Once you select the season then you will see the list of teams and the number of players and coaches for each team. Then go to the bottom of that page and click the “Delete” button to clear out the rosters.

Step2: Now you are ready for the Rollover. Click on Reports, then scroll down to report # 13) **Team Rollover Report**. Make sure the Source season = Fall Soccer and the Destination season = Spring Soccer. Once you do that, then the program will display all the Fall teams on the left and the Spring teams on the right. It will show you if that team already exist in the Spring or if the team needs to be added for the Spring. If it exist then Rollover will just copy the players and coaches from the existing Fall to the existing Spring team. If it says “Add” then the program will first add the team name into the Spring season under the same age group and then copy over the Fall Players and Coaches. When you are ready to start rollover click the large button at the top of the screen that says “Rollover Team/Job Assignments”. It will take about a minute to process once you give it the final confirmation.

Tip:

Once Rollover is completed you can see all your Spring teams and players/coaches in the Teams/Rosters area. If there are any teams missing, try checking the “Inactive” box to review inactive teams, it’s possible the rollover was done to an inactive team that had the same name as the Fall Team. To make a team active, click on it and select the Active option and then click save.

Background on Team assignments:

Keep in mind that Season/leagues/teams are “year less”, that means the team shown is the current team for the current year. There is only one current team with current assignments for coaches and players. All previous assignments are considered deleted but are saved for references. So that is why we talk about clearing out the assignments for the current spring season and rolling over the assignments from the Fall season.