

## Modifying your “Player Registration Thank You” Template

When players register online with your club and include an email address, the system generates an email message thanking them for registering.

This message is configurable and is an effective way to convey important information to your registrants that they might not see otherwise.

The message template is found at the club level, under the Messaging tab, as shown below.

**Georgia Soccer** Your link to the official world of soccer  
GSSA | GYSA | GASA | GSSD | ODP  
Referees | Coaches

My Account  
Kathy Layden  
Georgia Soccer  
Youth Fall 2008

Leagues & Teams Administration Tournament

Clubs / Find, Edit, Delete a Club Georgia Soccer - Youth

Club Config Registration Security Teams Events Background Checking **Messaging** Content

Templates Route Requests

Configure the message templates that define how e-mails and faxes are delivered to members who use our site.

**Registration Message**

Message Template	Media	Modified	Active	Owner/Type
Admin Message	1	8/3/2006	<input checked="" type="checkbox"/>	parent
Administrator Registration Thank You	1	2/1/2008	<input checked="" type="checkbox"/>	parent
Administrator to Travel Request	1	8/3/2006	<input checked="" type="checkbox"/>	parent
Payment Reminder	0	8/3/2006	<input checked="" type="checkbox"/>	parent
Player Message	1	8/3/2006	<input checked="" type="checkbox"/>	parent
<b>Player Registration Thank You</b>	1	2/1/2008	<input checked="" type="checkbox"/>	parent
Referee Registration Thank You	1	5/31/2007	<input checked="" type="checkbox"/>	parent
Registration Email Team	1	5/31/2007	<input checked="" type="checkbox"/>	parent
Registration Thank You - Admin	1	8/3/2006	<input checked="" type="checkbox"/>	parent
Travel Request Status - Accepted	1	7/31/2007	<input checked="" type="checkbox"/>	parent
Travel Request Status - Rejected	1	5/31/2007	<input checked="" type="checkbox"/>	parent
Travel Request Status - Submitted	1	5/1/2007	<input checked="" type="checkbox"/>	parent
Tryout Registration Acceptance	1	8/3/2006	<input checked="" type="checkbox"/>	parent
Tryout Registration Activation	1	8/3/2006	<input checked="" type="checkbox"/>	parent
TRYOUT REGISTRATION CONFIRMATION	0	8/15/2007	<input checked="" type="checkbox"/>	parent
Tryout Registration Thank YOU	1	8/15/2007	<input checked="" type="checkbox"/>	parent

Click on “Player Registration Thank You”, and the following screen appears:

The screenshot shows the Georgia Soccer website interface. At the top, there is a navigation bar with the Georgia Soccer logo and the text "Your link to the official world of soccer" followed by links for GSSA, GYSA, GASA, GSSD, ODP, Referees, and Coaches. Below this is a sidebar menu with options like "My Account", "Referees", "Districts", "Leagues", "Clubs", "Team", "Players / Admins", "Reports", "Event Manager", and "Sign Out Here". The main content area is titled "Clubs / Find, Edit, Delete a Club" and "Georgia Soccer - Youth". It features a navigation menu with "Club Config", "Registration", "Security", "Teams", "Events", "Background Checking", "Messaging", and "Content". The "Messaging" section is active, showing a "Template\*" configuration for "Player Registration Thank You".

**Template\***  
 Player Registration Thank You  
**Template Code** REGTHANKYOU\_PL  
**Message Group\*** Registration Message  
**From Address** support@affinitysoccer.com  
**From Name** Affinity Soccer Support  
**Subject** Thank You for Registering, {FirstName} {LastName}  
**Message**  
 {FirstName} {LastName},  
 This e-mail is to confirm your registration for {LeagueName}.  
 Please mail your signed registration form to the address listed below. If you paid with a check, your payment must mailed along with the signed registration form.  
 {LeagueName}  
**Hide Sender\***  Yes  No  
**Delay Time\*** 0  
 \*Required  
 Restore Default Template

**Custom Fields**

Custom Fields	Standard Fields
{PlayerFirstName}	{Division}
{PlayerMiddleInitial}	{MbrNum}
{PlayerLastName}	{Prefix}
{AssociationName}	{FirstName}
{Season}	{MiddleInitial}
{SeasonFirstDay}	{LastName}
{SeasonLastDay}	{Suffix}
{LeagueName}	{Alias}
{ClubName}	{UserName}
{ApplicationStatus}	{Address1}
{TraferAppStatus}	{Address2}
{BillAddress1}	{Address3}
{BillAddress2}	{City}
{BillCity}	{StateCode}
{BillState}	{PostalCode}
{BillPostalCode}	{CountryCode}
{BillCountry}	{ActivationCode}

It is important to change the “From Address” field to an email address for your club, and the “From Name” field to your club name or a person’s name. That way, any replies to the Player Registration Thank You will be sent directly to your club.

**Template\***  
 Player Registration Thank You  
**Template Code** REGTHANKYOU\_PL  
**Message Group\*** Registration Message  
**From Address** gssa@gasoccer.org  
**From Name** Georgia Soccer - Youth  
**Subject**

The Custom and Standard Fields sections on the left are *macros*, which plug in information specific to your club and that particular registrant. To insert a macro, position your cursor in the Message box, then click on a macro name.

You can modify the message body to include information about uniforms, practices, where to mail payments (if applicable), and anything else your registrants need to know.

<b>From Address</b>	<b>From Name</b>
gssa@gasoccer.org	Georgia Soccer - Youth
<b>Subject</b>	
Thank You for Registering, {FirstName} {LastName}	
<b>Message</b>	
<p>THIS E-MAIL IS TO confirm your registration for {LeagueName}. Thank you for registering with us!</p> <p>All practices start the week of 8/18; your coach will call you with specifics. Uniforms can be picked up at the concession stand that week.</p> <p>Please mail your registration payments to {LeagueName}          {BillAddress1} {BillAddress2}          {BillCity} {BillState} {BillPostalCode}</p>	

Any of the messages shown can be modified to include your club's information. After you modify a message, the Owner/Type changes from "parent" (default) to "self", so you can easily identify what messages have been customized.

Kathy Layden  
Georgia Soccer

Youth Fall 2008

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**Clubs / Find, Edit, Delete a Club** Georgia Soccer - Yout

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**Registration Message**

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Payment Reminder	0	8/3/2006	<input type="checkbox"/>	parent
Player Message	1	8/3/2006	<input type="checkbox"/>	parent
Player Registration Thank You	1	6/16/2008	<input checked="" type="checkbox"/>	self
Referee Registration Thank You	1	5/31/2007	<input type="checkbox"/>	parent