

# Invite Students to Your Team





















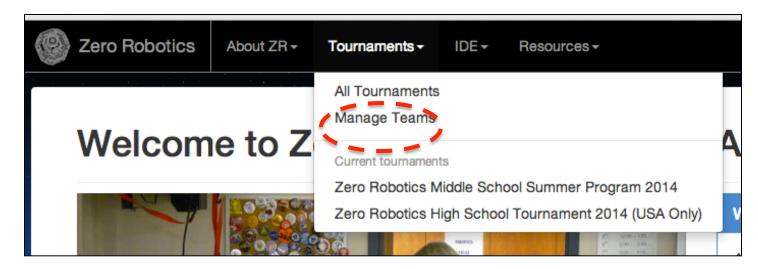
#### **Invite Team Members**



### To begin:

- Log into the ZR website
- From the "Tournaments" menu select "Manage Teams"

























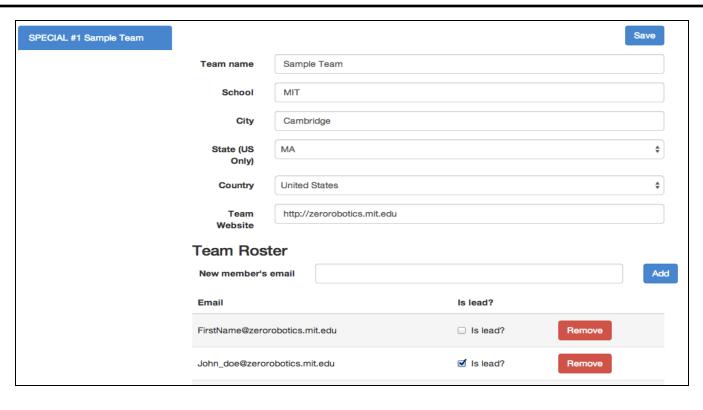
## Invite Team Members (cont.)

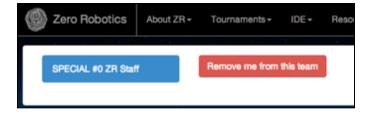


If you are a team lead a window will open with:

- Team information
- Team Roster
  Edit the
  information as
  desired

Not a team lead? A window will open with the Team Name only like this:

























# Invite Team Members (cont.)



#### Only Team Leads can add new Team Members

#### To add team members:

- Type in the team member's email used on the ZR site and click "Add"
- The team member will appear in the roster below.
- Uncheck the "is lead?" box for members that are not team leads.



Reminder: Each user added as a Team Member must have already created a ZR account

















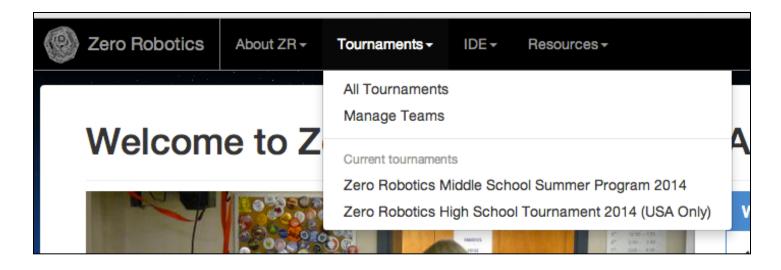




# Invite Team Members (cont.)



Team members can confirm they have been added to the team by navigating from the "Tournaments" menu to "Manage Teams"



For non team-leads a window will open with the Team Name like this:

