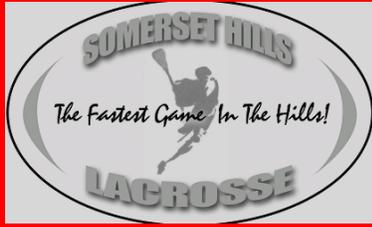


# Somerset Hills Lacrosse Club

## League Athletics Coaches' User Manual

### Sending Emails to Your Team



### Somerset Hills Lacrosse Club

### Home of the Mountaineers

Serving the communities of Bedminster, Bernardsville, Far Hills, Peapack Gladstone and Basking Ridge

# League Athletics Coaches User Manual

## Sending Emails to Your Team

### Sending Emails

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The Somerset Hills Lacrosse web site is a great tool for coaches and managers to communicate with their teams. Emails can be easily sent to every team member with an email address listed in their user profile.

To send an email to your team you need log in to the Somerset Hills Lacrosse web site. The site is access via the following URL: <http://www.somersethillslacrosse.com/>. Once you have accessed the site locate the Sign in button in the top right hand corner of your screen:



When you click on the button the Sign in form will open. Enter your email and your password to complete the log in process:

# League Athletics Coaches User Manual

## Sending Emails to Your Team

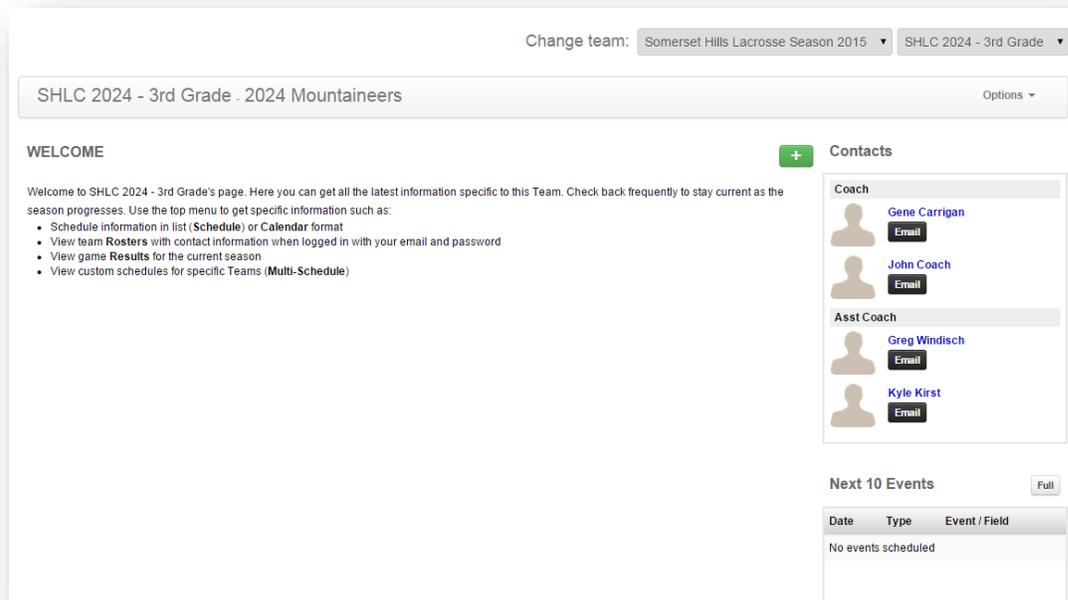
Once you have logged in to the site find the Team on the Menu bar and select your team from the drop down menu/. In this example I will select the SHLC 2024 – 3<sup>rd</sup> Grade team.



You will now be on the Team home page where you can see any messages posted by the Coaches or Managers, as well contact information and upcoming events.

# League Athletics Coaches User Manual

## Sending Emails to Your Team



To see the full roster of your team, select Team from the menu bar and then select Roster from the drop down menu.



You will now be able to see all of your Coaches and Players:

# League Athletics Coaches User Manual

## Sending Emails to Your Team

Change team: Somerset Hills Lacrosse Season 2015 | SHLC 2024 - 3rd Grade

SHLC 2024 - 3rd Grade Roster Options -

**Gene Carrigan**  
Coach  
973-525-5521 (M)  
973-525-5521 (C)  
Po Box 405  
Peapack, NJ 07977

**John Coach**  
Coach  
55 Hillside Ave  
Bernardville, NJ 07924

**Greg Windisch**  
Asst Coach (32787)

**Kyle Kirst**  
Asst Coach (2188716)  
908-224-3474 (M)  
908-279-3587 (C)  
25 Maple Village Ct  
Bernardville, NJ 07924

#	Name	Pos	Grd	Address	Contact
	Adams, Daniel (844342)	Player	3	77 Mullens lane Bernardville, NJ 07924	908-696-9449 (M) 908-300-0319 (C) jadam16@aol.com
	Brothers, David (8818887)		3	5 Childworth Avenue	862-215-6540 (M)

To send an email to the entire team, click on the Options menu and select Email Team.

Somerset Hills Lacrosse Season 2015 | SHLC 2024 - 3rd Grade

Options -

- Direct Link
- Assign Jersey Numbers
- Email Team**
- Print Full Version
- Print Condensed

**Greg Windisch**  
Asst Coach (32787)  
Email

The Email Team window will open up, prepopulated with the email addresses of your team. Complete the Subject, Message and if applicable attach a file to your message and then click the Send button.

# League Athletics Coaches User Manual

## Sending Emails to Your Team

Email Team / SHLC 2024 - 3rd Grade

**From**  (name that will appear as the sender)

**Reply to**

**To**

**CC**

**Subject**

**Attachments**  No file chosen  
Use the Browse button to select up to 10 files to upload and attach.

**Message**

Source

Styles - Format - Font - Size -