

1. Log In to www.advancedeventsystems.com
2. Click on My Events
3. Click on My Teams under the specific event (i.e., Las Vegas Classic)
4. To the right of each team entered in the event is a box to check to Print Roster. Check that box.
5. Click Print Roster at the bottom of the list once you have checked the teams.
6. Print roster.
7. Check roster for any updates that need to be made.
8. Go back and make any possible online changes. Absolutely no write in changes allowed at this event.
9. Reprint rosters that you had to change.
10. Sign Roster and then bring roster ready to turn in at the event check-in will be at the Cashman Field Center on Friday, February 17th beginning at 2:00PM and closing at 9:00PM. Check-in will reopen on Saturday, February 18th at 6:30AM, at the World Market Center Pavilions. **No check ins will be available at any other playing sites.** If you would like to save the time and avoid check in, email to karynn@scvavolleyball.org by **2pm PST on Friday, February 10, 2017.**