



OEFC Uniform Ordering

2022-2023 Season

Manager Roster Tutorial



Introduction

- Each team manager will be given access to the OEFC TUO online uniform store to manage team rosters.
- The access will remain throughout the year, in case there is a new member to the team that needs to order uniforms.
- Managers will work with their team and coach to finalize jersey numbers prior to adding the team to the TUO website.
- If you have any questions, contact Shawn Wiley @ swiley@okenergyfc.org
- You can also click on  for website assistance and additional tutorials.

Step 1 – Login and click through automated tutorial steps



The screenshot shows the TEAMUNIFORM ORDERS website interface. A tutorial overlay titled "Step 1. TEAM MANAGER OVERVIEW" is displayed in the center. The overlay contains a "ROSTER" section with a table of player information and a "NEXT" button. The background shows the website's navigation menu and a sidebar with club information.

Step 1. TEAM MANAGER OVERVIEW

ROSTER

Your **PLAYER ROSTER** will display under the columns at the bottom of your page. Each column header notifies you of a specific status of any **PLAYER**, or provides info about the **PLAYERS** (e.g. if they have been invited to shop your store, their player number, if they have logged in, if they placed their order, etc.).

← **NEXT** →

Powered by Stonly

First Name	Last Name	Player #	Player Name	Print Name	Email	Created	Invited?	Logged In	Orders Placed	Payment Received?	Info	Actions
Indira	Sharma	10	Indira Sharma	Indira Sharma	indira@okenergyfc.com	10/23/2020 08:27 EDT	Yes	Yes	1	Yes	None	Player
Indira	Sharma	11	Indira Sharma	Indira Sharma	indira@okenergyfc.com	10/23/2020 08:27 EDT	Yes	Yes	1	Yes	None	Player
Indira	Sharma	12	Indira Sharma	Indira Sharma	indira@okenergyfc.com	10/23/2020 08:27 EDT	Yes	Yes	1	Yes	None	Player
Indira	Sharma	13	Indira Sharma	Indira Sharma	indira@okenergyfc.com	10/23/2020 08:27 EDT	Yes	Yes	1	Yes	None	Player

Step 2 – Add Players



U11 Boys OK Energy FC 11 INSTRUCTIONS



Please carefully follow the Step-By-Step tutorials below to learn how to use the powerful tools and features available to you.



Club Managers

Shawn Wiley
swiley@okenergyfc.org
(405) 888-6329

Brian Gordon
bgordon@okenergyfc.org
(405) 888-6329

Click Add Players
Then Add New Player

Club: Oklahoma Energy FC | Team: U11 Boys OK Energy FC 11



1 PLAYERS SALES: \$0.00 ORDERS: 0

MANAGE PLAYERS

PLAYER BULK ACTIONS



First Name	Last Name	Player #	Print Name	Email	Created	Invited?	Logged In	Orders Placed	Payment Received?	Info	Actions
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Step 3 – Add all players. Repeat until done



New Player

PLAYER FIRST NAME:

Shawn

PLAYER LAST NAME:

Wiley

PLAYER PHONE:

(405) 888-6329

PLAYER EMAIL:

swiley@okenergyfc.org

ENABLED



1 – Fill in player info
Phone is optional

ADD

2 – Assign Jersey Number
Cannot have duplicates

PLAYER NUMBER:

10

NAME TO BE PRINTED:

LEAVE BLANK

3 – Leave Blank

RETURNING PLAYER:



MANDATORY PRODUCT OVERRIDE:



MARK THIS PLAYER AS EXCLUSIVE

4 – Click on this for Goalies and those with uniforms already. This allows goalies to choose what field player gear they need. Plus the existing field players to order only what they need.

CANCEL

CREATE PLAYER

5 – Create Player.



Step 4 – Invite Later

- After adding player, you will get this prompt.
- Just click invite later.
- Continue to add entire roster

The screenshot shows the 'PLAYERS' management interface for 'U11 Boys OK Energy FC 11'. A modal dialog box titled 'Player Invite' is displayed, containing the message 'Player added successfully. Total count of players is now 2.' and two buttons: 'INVITE NOW' and 'INVITE LATER'. The 'INVITE LATER' button is highlighted with a red dot. Below the dialog, a progress bar shows four steps: 'OVERVIEW' (1), 'ADD PLAYERS' (2), 'MANAGE PLAYERS' (3), and 'CLUB LOCKED' (4). The 'ADD PLAYERS' step is currently active. The interface also shows a search bar and a list of club managers: Shawn Wiley and Brian Gordon.

Step 5 – Deactivate Players not on roster

Step 6 – Send email invites



Club: Oklahoma Energy FC | Team: U11 Boys OK Energy FC 11

2 PLAYERS SALES: \$0.00 ORDERS: 0

1 – Communicate
2 – Invite All New Players

ADD PLAYERS COMMUNICATE

MANAGE PLAYERS PLAYER BULK ACTIONS

Sort

First Name	Last Name	Player #	Print Name	Email	Created	Invited?	Logged In	Orders Placed
Brian	Gordon	000		gordon-brian@sbcglobal.net	04/30/2021 09:50 CDT	Yes		New Player
Shawn	Wiley	10	LEAVE BLANK	swiley@okenergyfc.org	06/09/2021 09:58 CDT	No		New Player

INVITE

- Invite All Players >
- Invite New Players >
- Send Reminder to Players >
- Reinvite All Inactive Players >



TUO Tutorial Videos

Team Manager Overview

[Manager Overview](#)

Team Roster Managing (Add Manually)

[Manually adding players](#)

TOU OEFC Uniform Site

<https://soccerusaokc.tuosystems.com/login>