



Player Ordering Procedures Manual

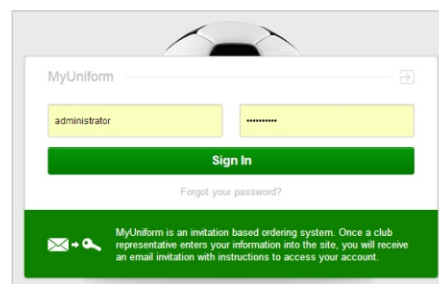
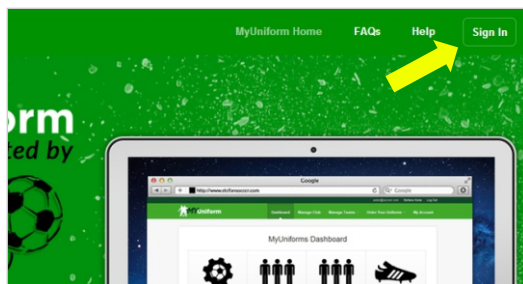


Player Management

As a Player, your soccer club will enter you into the MyUniform system. When you receive your invitation, you will need to sign in and place your order before the deadline listed on your invitation.

Sign In

To begin, visit myuniform.soccermaster.com and sign in to your MyUniform account.



You will need to set your password through your invitation email before you sign in for the first time. Once you Sign In you will see your MyUniform user dashboard.

Dashboard

The main dashboard screen will change based on what has been assigned to your account. Your Dashboard will contain links to manage your Club, Teams, and player orders. If you are the parent of a player in your club or if you assign yourself as a Team Manager you will see multiple icons displayed on your dashboard as seen below. You will also see your recent orders, where you will be able to edit or cancel your orders prior to your team's deadline.

MyUniform Dashboard

Need help?

Icon	Name	Description	Action
Gear and Soccer Ball	Stefans Test	Manage your club account. Setup teams, view your players order progress, and invite team managers.	Manage Club
Three People	BFC U8 Boys	Manage your team's roster and check on the status of your players orders.	Manage Team
Three People	Pete's Test	Manage your team's roster and check on the status of your players orders.	Manage Team
Three People	Test 2	Manage your team's roster and check on the status of your players orders.	Manage Team
Soccer Shoe	Peter Sockett	View and order your child's team uniform, apparel and spirit wear.	View Catalog

Your Recent Orders

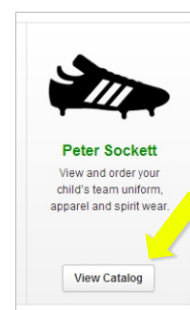
Order #	Order Date	Amount	Player On This Order	
1163	3/27/2013	\$21.63	Peter Sockett	Edit Order Cancel Order


Dashboard My Account Log Out

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Player Orders

To begin your player's order click on the View Catalog button below the players name. The catalog for that player will be displayed. Called out below, there are several important things to note when you open your catalog for the first time.






Peter's Uniform Catalog
Club: Soccer Master Test Club
Team: BFC U8 Boys

Deadline Date

Orders are due on or before 1/30/2013

Player, Club & Team Information

1 REQUIRED




adidas Condivo 12 Jersey, Black

Select Size Qty

Add

1 REQUIRED




Adidas Copa Zone Sock in Black/White

Select Size Qty

Add

1 REQUIRED



Adidas Estadio II Backpack Black

Select Size Qty

Add

Name Callout for multiple players in one cart

Your Cart

Peter Sockett #15


Adidas Copa Zone Sock in Black/White (Child)	Qty: 1	\$0.00
Sub Total		\$0.00

View Cart

Checkout Now

Cart Preview


1 REQUIRED



Adidas Tiro 13 Training Jacket

Personalize & Order

1 REQUIRED



Adidas Condivo 12 Short

Qty

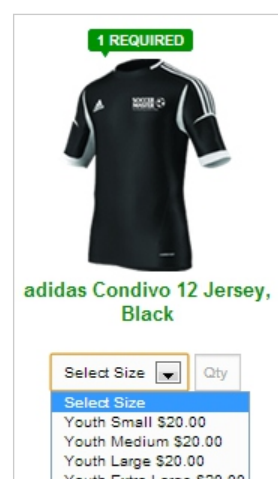
Add

Required Item Callout with quantity needed

Items with optional personalization

Adding Items to your Cart


Begin adding items to your cart by selecting a size from the drop down menu. Enter in the quantity you would like to order and click the Add button. You can click on the image or title of an item for additional details. Repeat the process for all of your club's required items. The items are not required to place your order, but the club does require that you own those pieces in the minimum quantity shown.




Personalization

Some items will have optional personalization. To order these items, you will need to click the Personalize & Order button located below the item. The item detail view will open and display the personalization options available. Select your size and quantity and select the option(s) that you would like to add. If a personalized name or number are allowed, a box to enter your name and or number will be shown, otherwise the Last Name and Number from the player's roster will be used.




Peter's Uniform Catalog
 Club: Soccer Master Test Club
 Team: BFC U8 Boys



Adidas Tiro 13 Training Jacket

Club Training Jacket

No Charge Quantity: 1

☐ Include Player Name

Select options for additional name or number


\$2.00 addl.

[Return to catalog](#)
[Add To Cart](#)

Features
 Club Logo
 Lextra

Featured printing details

Item Description



Orders are due on or before 1/30/2013

Your Cart

Peter Sockett #15

Adidas Copa Zone Sock in Black/White (Child)	Qty: 1	\$0.00
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Sub Total **\$0.00**

[View Cart](#)

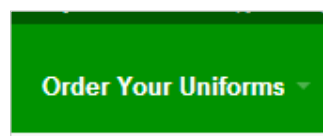
[Checkout Now](#)

Additional Players

If you have multiple players for the same club, you can add them to one order. You can add orders for additional players by returning to your Dashboard or using the Order Your Uniforms button at the top of the page and selecting a player.

Cart Preview

A preview of your shopping cart will display to the right side of your catalog. If you have added multiple players to your order your cart will be separated by player. If you need to remove or change an item or you are done adding items, click on View Cart to see your full cart for your order.



Your Cart

Peter Sockett #15

Adidas Copa Zone Sock in Black/White (Child)	Qty: 1	\$0.00
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Sub Total **\$0.00**



[View Cart](#)

[Checkout Now](#)



From your Shopping Cart, you can update Quantities and Remove items. You are unable to change sizes from your cart due to price changes. If you need to update sizes, you will need to remove items and the return to your catalog to add in the correct sizes. Once you have reviewed your cart and made any necessary changes, click on the Next Step button.

Shopping Cart

Product Name	Style #	Size	Qty	Price	Ext. Price	
Player: Peter Sockett 15						
 Adidas Copa Zone Sock in Black/White	230059	Child	<input type="text" value="1"/>	\$0.00	\$0.00	REMOVE
 adidas Condivo 12 Jersey, Black Number: 15	X19793	Adult Medium	<input type="text" value="1"/>	\$27.00	\$27.00	REMOVE
Update Quantities						

Sub Total: \$27.00

Tax Total: \$0.00

Shipping: \$0.00

Total: \$27.00

Cancel
Next Step

In the Checkout window, enter your billing information in the columns on the left. Note the Shipping information on your order. If you are ordering before your Team's deadline, the shipping will be pre-determined. If you are ordering after your Team's deadline, based on your Club's location, you will have varying options of pickup locations and UPS/USPS.

You can also enter a Soccer Master Gift Card to apply to your order. Gift cards will automatically enter the maximum amount available on the card or the cart balance, whichever is lower. You can enter multiple Gift Cards, and they will be displayed at the bottom of the page under Applied Gift Card. Once a Gift Card is applied it can also be removed. When you have entered all of your information, click

Checkout


Billing Information

First Name

Last Name

Address

City

State 

Zip

Contact Phone

E-mail Address

Shipping Information

Your order will be delivered to your soccer club. Your team manager will contact you once it is available for pick-up.

Soccer Master Test Club
14188 Manchester Road
Manchester, MO 63011

Soccer Master Gift Card

Card #

Applied Gift Cards

Continue

Your Cart

Peter Sockett #15

Adidas Copa Zone Sock in Black/White (Child)	Qty: 1 \$0.00
adidas Condivo 12 Jersey, Black (Adult Medium)	Qty: 1 \$27.00
Sub Total \$27.00	
View Cart	

Checkout - Step Two

Review your order for accuracy in the items ordered and Billing/Shipping information. If Applied Gift Cards brought your total to zero, you can click submit Order. If your order shows a balance you will need to enter your Credit Card Information and then click Submit Order. You will see an order confirmation and your order number. You will also receive a confirmation of your order through email.

Checkout - Review & Submit Your Order



Bill To:




Peter Sockett
2075 S 170th Street
New Berlin, WI 53151
2624320440
pete@stefansoccer.com

Ship To:

Soccer Master Test Club
14188 Manchester Road
Manchester, MO 63011

Your order will be delivered to your soccer club. Your team manager will contact you once it is available for pick-up.

Product Name	Size	Qty	Ext. Price	Price
Peter Sockett #15				
 Adidas Copa Zone Sock in Black/White	Child	1	\$0.00	\$0.00
 adidas Condivo 12 Jersey, Black Number: 15	Adult Medium	1	\$27.00	\$27.00

Credit Card Information   

Credit Card Type:

Card Number:

Expiration Date:

CVV:

Sub Total: \$27.00
Tax Total: \$2.21
Shipping: \$0.00
Total: \$29.21

I have read and agree with the [terms and conditions](#) of this site. ☐

[Place Order](#)

Recent Orders

When you return to your MyUniform Dashboard page, your order will be displayed under Your Recent Orders. Orders can be Edited or Cancelled up to your Team's deadline date.

Your Recent Orders				
Order #	Order Date	Amount	Player On This Order	
1163	3/27/2013	\$21.63	Peter Sockett	Edit Order Cancel Order