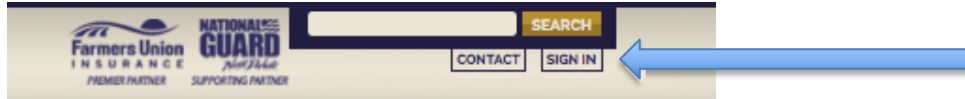


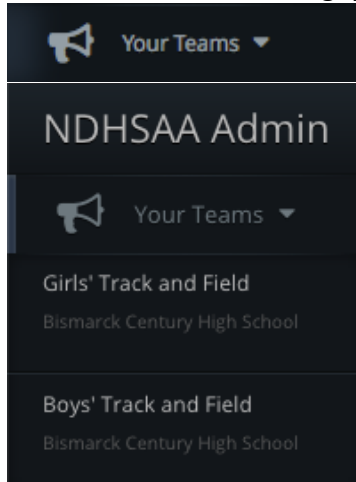
NDHSAA – Coaches Posting Track & Field Schedules to NDHSAA Website

1. Sign In to NDHSAA – top right side of the page www.ndhsaa.com

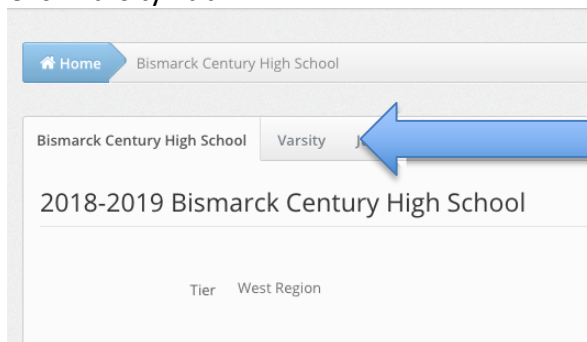


2. Coaches

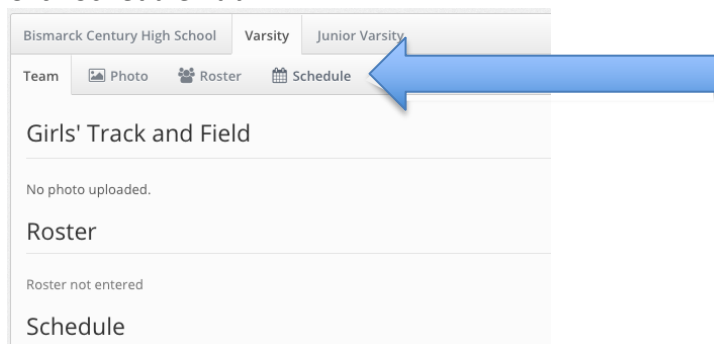
- a. Click “Your Teams” - Megaphone on left side of page and click your sport



- b. Click Varsity Tab



- c. Click Schedule Tab

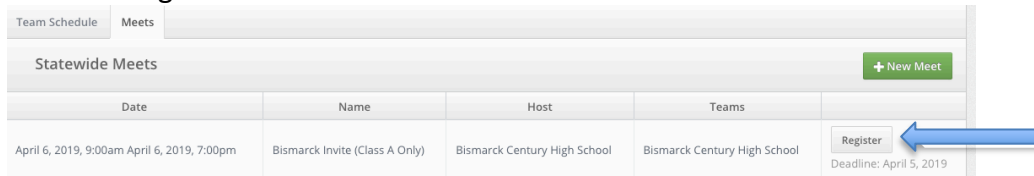


- d. To Join an Existing Track Meet

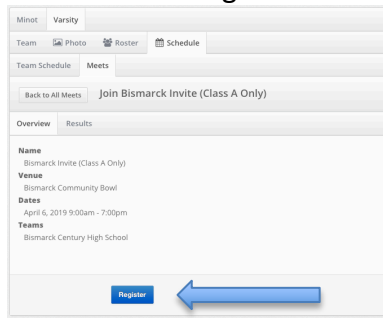
- i. Click the green +Add Meet Button



ii. Click the Register Button to the left of the meet



iii. Click the blue Register button toward the bottom of the page



iv. That's it! It will show up on your schedule

e. If you are hosting a meet

i. Click the green +Add Meet Button



ii. Name your meet

1. Enter Meet Name then (Class A only) or (Class B only) if it is a Class A or Class B only meet

a. Ie: Bismarck Invite (Class A Only) or Rough Rider Invite (Class B Only)

iii. Enter Date for Tournament

iv. ****Check the Statewide Meet (if invitational) so other schools may join your meet.**

v. Add Participating Schools (if you know what schools are attending)

1. To add teams - Click + Add Team

2. Select Team(s) from Drop Down

a. If you do not add other teams, it will show your school only until others "Register" – and that is OK!

vi. Add Venue from drop down list

vii. Click Blue Save Button or the Blue Save and add to Girls (or Boys) Track & Field

Participating Schools

Add Team

School	Level	Home	Tier
Bismarck Century High School	Varsity	<input checked="" type="checkbox"/>	<input type="checkbox"/> Count towards A Games <input type="checkbox"/> Count towards West Region Games

Venue

Venue - OR -