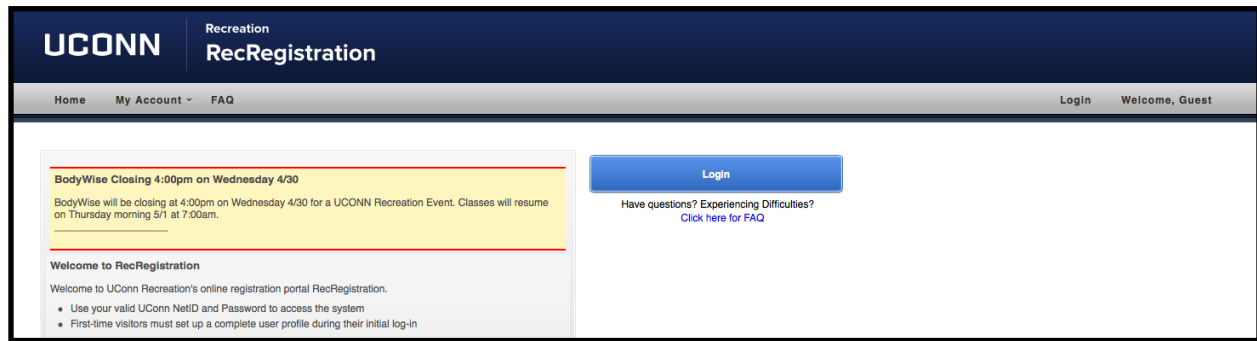


IM Leagues Users' Guide

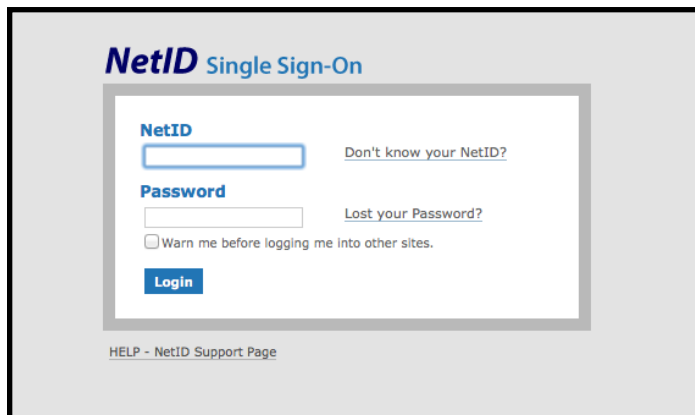
Registering a Team

Getting Started

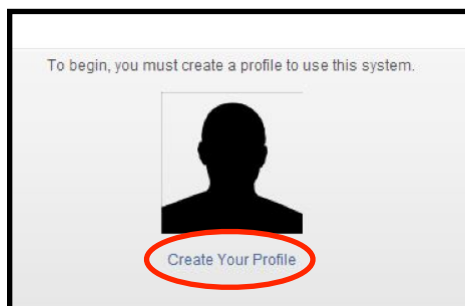
- I. Login by accessing <http://reregistration.uconn.edu>



- A. Enter your *NetID* and *Password*
- B. Click *Login*



- C. ****If you are NOT a first time user, and already have RecRegistration access, skip to step G.****
- D. **First time users will be prompted to create a *Profile*. Click *Create Your Profile*.**



E. Enter the *My Profile* details.

My Profile:

UConn Information:

NetID:

First Name:

Last Name:

PeopleSoft ID:

Gender:

Affiliation:

Email Address:

DOB:

Local Address:

Address Line 1:

Address Line 2:

City:

State:

Zip Code:

Local Phone No:

Emergency Information:

Contact Name:

Relationship:

Local Phone No:

F. Read the “General Release and Agreement”, and click the check box next to statement, attesting that you agree. You may not complete a profile if you don’t attest to the statement. Click *Update* when completed.

General Release and Agreement:

I hereby attest that I have read, fully understand, and agree without exception to all the provisions, releases, and waivers outlined in this Participant [General Release and Agreement](#). I understand that this document is a legally binding document that limits the legal liability of the Released Parties. I attest, under penalty of fraud, that I am at least 18 years of age.





I am under age 18.

G. Click the *IMLeagues* link.

UConn Recreation
RecRegistration

Home My Account Requests Participants Rosters Reports Admin FAQ

Please select a Program:

 Bodywise  UConn Outdoors  Special Events  IMLeagues

9:23:52 PM

Welcome to RecRegistration

Welcome to UConn Recreation's online registration portal RecRegistration.


- Use your valid UConn NetID and Password to access the system.
- First-time visitors must set up a complete user profile during their initial log-in

After your user profile is complete:

- Access the system to register for new programs
- Manage your recreation program requests
- View your activity history

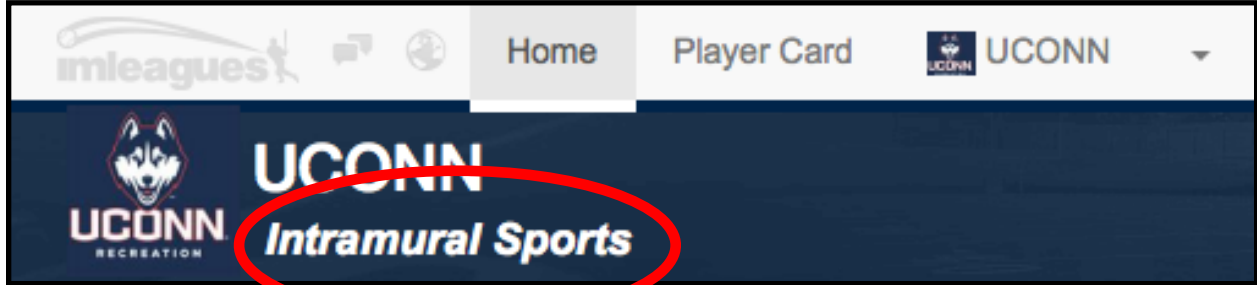
My Activities:

Rows: 0-0 / 0

Activity Date	Time	Activity	Team Name	Request Date	Status	Controls
(*) Team Captain You may cancel an activity request by clicking the  icon when present in the controls column.						

II. Creating a Team

- A. Click on *Intramural Sports* from your home screen to view a list of all available leagues and tournaments.




- B. Select the specific sport league, including the division you want to join (for example: *Co-Rec Basketball A*).
 1. Open: Most competitive
 2. A: Highly competitive
 3. B: Recreational

*Note: You may only register and participate on ONE team per league, regardless of the division.


Announcements & Events [More Announcements](#) [More Events](#)

Nothing posted yet...

Summer 2014 View ▾ [Add Sport](#) [Past Sports](#) [Make Historical](#)

	Softball	Registration	Season
	Co-Rec Summer Softball Payment: \$50.00 Team	Additions May 4 Midnight - May 7 Midnight Join Teams Anytime	May 19 - Jul 29

Fall 2014 [Make Historical](#)

	Basketball	Registration	Season
	Co-Rec Basketball A Payment: \$25.00 Team	Upcoming Jul 28 6:00AM - Jul 28 8:00PM Join Teams Anytime	Jul 30 - Aug 7
	Co-Rec Basketball B Payment: \$25.00 Team	Upcoming Jul 28 6:00AM - Jul 28 8:00PM Join Teams Anytime	Jul 30 - Aug 7

C. Select *Register/Signup*, then select *Create Team*.

Co-Rec Basketball A
Basketball

Registration: Jul 28th '14 at 6:00AM Until Jul 28th '14 at 8:00PM

Join Teams Until: Anytime Min Players: 5 (2F ,2M) Max Players: Unlimited

Regular Season: Jul 30th '14 - Aug 7th '14

Team Fees ⓘ
\$25

Register / Signup ▾

- 🛡️ Create Team
- 👤 Join Team
- 👤 Free Agent

D. Begin taking the mandatory Captains' Quiz. Read each question carefully, and read each answer before choosing the best answer. Many questions have reference points, which are documents or files in which you can find the exact answer. (Note: To access these reference documents, select *Handbooks & Manuals* under the *Info* icon on the UConn Intramural Sports homepage of IMLeagues)

UCONN

Home

Admin

Schedules

Info

School Description Edit

Announcements & Events More Announcements More Events

Nothing posted yet...

Handbooks & Manuals

FAQs

Discussion Board

Contact Information

Add Sport Past Sports Make Historical

	Registration	Season
Softball	May 4 Midnight - May 7 Midnight Join Teams Anytime	May 19 - Jul 29
Basketball	Jul 23 6:00AM - Jul 24 8:00PM Join Teams Anytime	Jul 27 - Aug 7

Fall 2014 Make Historical

Basketball
Co-Rec Basketball
Payment: \$25.00 Team

- E. After you complete the quiz, if you answered all questions correctly, this message will appear. Select *Continue...* and you will be directed to step F. If you didn't answer all the questions correctly, this message will say how many questions were correct, but won't allow you to continue to step F. You must retake the entire quiz. You may click *Show Correct Answers* to see which questions you answered correctly or incorrectly. You may take the quiz as many times as necessary to answer all questions correctly.

The screenshot shows a quiz completion interface. At the top, a yellow banner contains the text "You must pass below quiz to create a team". Below this is the title "Co-Rec Basketball Captains' Quiz" in a large, bold, black font. Underneath the title is a green banner with the text "Congratulations, you passed with 25 of 25 correct!". At the bottom, there are two buttons: "Continue ..." on the left and "Show Correct Answers" on the right.

You must pass below quiz to create a team

Co-Rec Basketball Captains' Quiz

Congratulations, you passed with 25 of 25 correct!

Continue ...

Show Correct Answers

- F. Before creating a team or joining a team, all participants must accept UConn Intramural’s acknowledgement and responsibility of eligibility policies. Read the statement, and select *Accept* in the bottom of the text box. The **BLUE** message box will turn to **GREEN**, and you will be able to continue filling out your team registration. You won’t be able to complete a team registration if you haven’t accepted.

Create New Team Printable View

PARTICIPANT GENERAL RELEASE AND AGREEMENT

Facility or enrollment at the University.

* I am of legal age to accept this release and I have read and understand the above release and agree to all its provisions.

Captain’s Instructions:

Please be aware, as captain, you have accepted responsibility for your team’s forfeit fee in the event of a game forfeiture. Your University of Connecticut fee bill will be charged \$25 (non-refundable) if your team forfeits a game. In addition, the team will be required to pay a re-entry fee of \$25 (non-refundable) by 4:00PM the next business day in order to remain in the league. The first 30 registered teams will be accepted into the league, all other teams after the limit will be placed on a

Team Name:

Please Enter NetID:

Must be 8 characters

- G. Complete team registration form with the required information.
1. **Note 1:** *Auto-Accept Members* means any user with a profile can join your team without the Captain’s permission. Check this box to allow participants to join without an invitation by the Captain.
 2. **Note 2:** If your team isn’t looking for Free Agents to join, select **Not Looking** as your *Team Status*. If your team is looking for Free Agents to join, select **Looking** as your *Team Status*.
 3. **Note 3:** Check this box to allow various updates to be sent via text to your phone directly from IMLeagues. Make sure the phone number is accurate.

Auto-Accept Members: ← Note: 1

Team Status: We are Not Looking For Players. ← Note: 2

Phone Number: - - Carrier: AT&T

← Note: 3 Allow updates to be sent via text message

H. Click *Create Team*.

I. You will be prompted to enter your team’s availability. This is the availability for your team for the duration of the regular season, not including playoffs. You are required to select no less than the minimum available times. To mark a certain day as “Unavailable”, click on the Green *Available* button to the right of that day.

1. Be as specific as possible concerning availability. Once schedules are posted, games will not be rescheduled upon Captains’ request. UConn Intramurals reserves the right to reschedule games upon the occurrence of changes to field availability, or other circumstances.
2. **Note 1:** *Week View* will display time slots on a season long basis. Use this feature to block out certain days or times that you are unavailable to play throughout the season. For example, if you want to mark all Tuesdays, or certain times for all Tuesdays as unavailable for the duration of the season, use the *Week View* option.
3. **Note 2:** *Detailed View* will display time slots on a week by week basis. Use this feature to block out specific days or times in the season that you are unavailable to play. For example, if you are available to play the first Monday of the season, but aren’t available to play until 9:30PM on the second Monday of the season, use the *Detailed View* option.
4. **Note 3:** This number indicates the remaining amount of time slots which you are able to mark as unavailable. In order to schedule all teams in the league, you are required to leave a certain number of time slots available to play. No exceptions.

Note: 1

Regular season: 7/30/2014 to 8/7/2014

Click the Available button below to mark your team's unavailability.
 You can mark up to **15** times as unavailable

Min Times/Week: 10

Week View
Detailed View

Day	Duration	
Sunday	6:30 PM - 7:30 PM	Available
	7:30 PM - 8:30 PM	Available
	8:30 PM - 9:30 PM	Available
	9:30 PM - 10:30 PM	Available
	10:30 PM - 11:30 PM	Available
Monday	6:30 PM - 7:30 PM	Available
	7:30 PM - 8:30 PM	Available
	8:30 PM - 9:30 PM	Available
	9:30 PM - 10:30 PM	Available
	10:30 PM - 11:30 PM	Available
Tuesday	6:30 PM - 7:30 PM	Available
	7:30 PM - 8:30 PM	Available
	8:30 PM - 9:30 PM	Available
	9:30 PM - 10:30 PM	Available
	10:30 PM - 11:30 PM	Available

Note: 2

Note: 3

J. Select *Submit* once your availability form is completed. You will receive a confirmation email.

*If at any time, you need assistance completed this process, click on the *Live Support* link to speak directly to an IMLeagues Tech.

Program Specific Questions

- ✉ Contact Information
- 📖 Handbooks & Manuals

Website Specific Questions

- 🗣 Live Support - Online!

Guyer Gym
2111 Hillside Road,
Storrs, CT