How to Schedule Practices and Competitions in IMLeagues:

Note: Only club officers have the permission to add practices and competitions to the calendar

1. Sign in and begin at the IMLeagues home page



2. Under the "My Teams" tab click on the desired team



3. Scroll down until you find the table labelled "Add New Game". Click on the slider button as shown below.



- 4. Under the Away section:
 - a. Select the appropriate event type (e.g. practice, scrimmage, or event)
 - b. Or use "Type in Team Name" for competitions and name the opponent
- 5. Select date & time of the event being scheduled
 - a. Click on the Repeat slider for weekly scheduled practices
- 6. Select which facility and surface/room
 - a. Only on-campus options will show. For off-campus events, use the "Type in Facility" option
- 7. Select "Add Game" once all information is entered



1. Begin on Team page

Club W	Vaterpolo s / Waterpolo - /	Club Waterpolo + / Club Waterpolo +				Team Options +
and wenevall		🕷 Home 🛗 Schedule 🍟	🐕 Roster 😰 🕻	🕈 Admin -	🛓 Captain 👻	Admin Dash G
Club Waterpolo	Team Options +	About Club Waterpolo				₽ Edit
Regular Season Dates Aug 16th '20 - May 3rd '2	21	KSU Water Polo club is made up of athletes from all skill levels. We are trying to				
Join Teams Unit. May 3rd "21 at Midnight		grow the sport in this state of Georgia. Anyone who is interested, preferably with some form of swim background, is welcome to join. We are looking to attend 3-4 tournaments per year and will also be participating in scrimmages with local teams. The club is looking for anyone looking to learn a new and fun sport or for those who already know how to play and wish help to bring it to the KSU community.				
Roster Required: 10 Total: 12						

- 2. Scroll down until you find the table labelled "Regular Season Schedule"
 - a. Locate the desired event and click the upside-down arrow

Regular Season Schedule (Aug 16 - May 4)							
Feb 03	07:00PM	VS m. Practice	Siegel Stude Indoor Pool 2	RSVP: 0Y 0N 0M			
Feb 08	07:00PM	VS m. Practice	Siegel Stude Indoor Pool 2	RSVP: 0Y 0N 0M	~		

3. Under "Played" column, check who attended the event

	KSUID#	Name(GP)	Played 🗆	MVP	Info
KSU ID 1		Club Sport			
KSU ID 2		Club Sport			

4. Scroll to the bottom of the roster list and click "Save".

How to check in participants who attended (Mobile App):





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1:00 PM, Nov 13, 2021

Siegel Student Recreation and Activity Center,MAC Gym 290 Kennesaw State University Road, Kennesaw, GA 30144

If experiencing any difficulties, please direct questions to clubsports@kennesaw.edu