



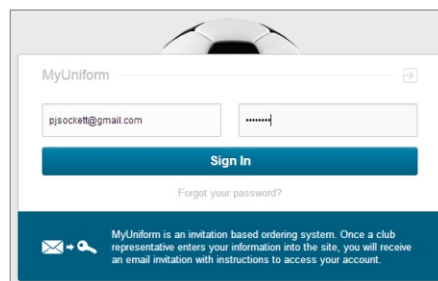
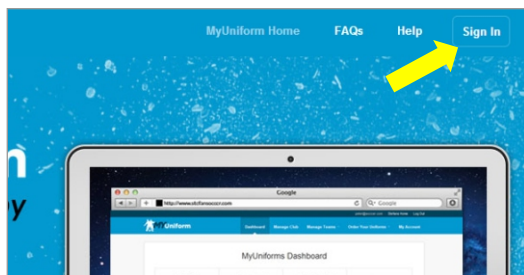
# **Player Ordering Procedures Manual**

## 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

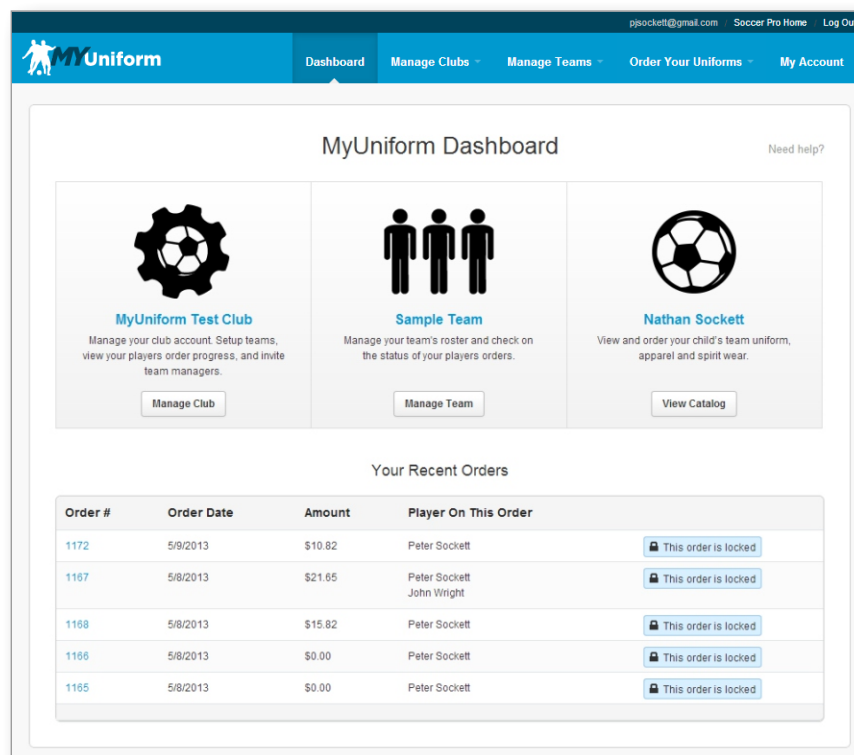
To begin, visit [myuniform.soccer4all.com](http://myuniform.soccer4all.com) and sign in to your MyUniform account.



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?



**MyUniform Test Club**

Manage your club account. Setup teams, view your players order progress, and invite team managers.


Manage Club



**Sample Team**

Manage your team's roster and check on the status of your players orders.

Manage Team



**Nathan Sockett**

View and order your child's team uniform, apparel and spirit wear.

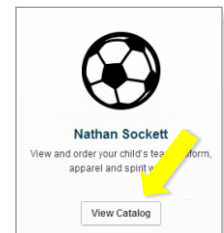
View Catalog


**Your Recent Orders**

Order #	Order Date	Amount	Player On This Order	
1172	5/9/2013	\$10.82	Peter Sockett	This order is locked
1167	5/8/2013	\$21.65	Peter Sockett John Wright	This order is locked
1168	5/8/2013	\$15.82	Peter Sockett	This order is locked
1166	5/8/2013	\$0.00	Peter Sockett	This order is locked
1165	5/8/2013	\$0.00	Peter Sockett	This order is locked

## 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.






**Nathan's Uniform Catalog**  
 Club: MyUniform Test Club  
 Team: Sample Team  
 Number: 12

**Player, Club & Team Information**

**Deadline Date**  
 Orders are due on or before  
 6/13/2013  
[Learn More](#)

1 REQUIRED




Adidas Condivo 12 Polo, Royal

Youth Large 1

Add

1 REQUIRED




Adidas Condivo 12 Polo, White

Select Size Qty

Add


**Required Item Callout with quantity needed**



adidas Condivo 12 Jacket, White

Personalize & Order

**Name Callout for multiple players in one cart**



**Your Cart**  
 Nathan Sockett #12

Adidas Condivo 12 Polo, Royal (Youth Large)	Qty: 1	\$2.00
---------------------------------------------	--------	--------

Sub Total  
**\$2.00**  
[Clear Cart](#) [View Cart](#)

[Checkout Now](#)

**Cart Preview**



adidas Condivo 12 1/2 Zip Jacket, White

Select Size Qty

Add

**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.






**Nathan's Uniform Catalog**  
 Club: MyUniform Test Club  
 Team: Sample Team



Orders are due on or before 6/13/2013



**adidas Condivo 12 Jacket, White**  
 CLIMACOOL® provides heat and moisture management through ventilation. Bottom hem drawcord stopper placed inside pocket. Elastic cuffs. Improved comfort. Zip pockets. 100% polyester double knit.

Select Size ▼ Qty

☐ Include Player Number  
☐ Include Player Name

**Select options for additional name or number**  
 \$2.00 addl.  
 \$2.00 addl.

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

**Features**  
 Club Logo  
 Lextra

**Featured printing details**

**Your Cart**  
 Nathan Sockett #12  

Item Description	Qty	Price
adidas Condivo 12 Jacket, White	1	\$2.00

Sub Total  
**\$2.00**  
[Clear Cart](#) [View Cart](#)

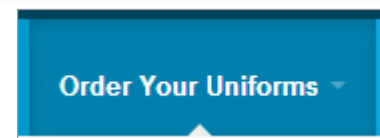
[Checkout Now](#)

## 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. You can remove individual items by clicking on the "X" next to the item. You can clear your entire cart using the "Clear Cart" link under the subtotal. When you have completed adding items to your order click "View Cart" for a full overview of your cart or click "Checkout Now" to proceed directly to checkout.



**Your Cart**  
 Nathan Sockett #12

X	Adidas Condivo 12 Polo, Royal (Youth Large)	Qty: 2	\$2.00
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Sub Total  
**\$4.00**  
[Clear Cart](#) [View Cart](#)

[Checkout Now](#)

## Shopping Cart

From your Shopping Cart, you can update Quantities, Change Sizes and Remove items. To change sizes, click the edit button to the right of the product and a size dropdown will appear. Choose the correct size and click the update button. 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: Nathan Sockett 12						
 Adidas Condivo 12 Polo, Royal	X16888	Youth Large	<input type="text" value="2"/>	\$2.00	\$4.00	<a href="#">REMOVE</a> <a href="#">Edit</a>
 Adidas Condivo 12 Polo, White	X16888	Youth Large	<input type="text" value="1"/>	\$2.00	\$2.00	<a href="#">REMOVE</a> <a href="#">Edit</a>
						<a href="#">Update Quantities</a>
						<div> <div>Sub Total:</div> <div>\$6.00</div> </div> <div> <div>Tax Total:</div> <div>\$0.00</div> </div> <div> <div>Shipping:</div> <div>\$0.00</div> </div> <div> <div>Total:</div> <div>\$6.00</div> </div>
<a href="#">Cancel</a>						<a href="#">Next Step</a>

## Checkout - Step One

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.

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.

MyUniform Test Club

1820 Coit Road

Plano, TX 75075

[Continue](#)

Your Cart

Nathan Sockett #12

Adidas Condivo 12 Polo, Royal (Youth Large)

Qty: 2

\$2.00

Adidas Condivo 12 Polo, White (Youth Large)

Qty: 1

\$2.00

Sub Total

\$6.00

[Clear Cart](#)

[View Cart](#)

## Checkout - Step Two

Review your order for accuracy in the items ordered and Billing/Shipping information. You will need to enter your Credit Card Information, agree to the Terms & Conditions, 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**  
 2111 S 95TH ST  
 WEST ALLIS, WI 532271418  
 4144031467  
[pjsockett@gmail.com](mailto:pjsockett@gmail.com)

**Ship To:**

**MyUniform Test Club**  
 1820 Coit Road  
 Plano, TX 75075

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
<b>Nathan Sockett #12</b>				
 Adidas Condivo 12 Polo, Royal	Youth Large	2	\$4.00	\$2.00
 Adidas Condivo 12 Polo, White	Youth Large	1	\$2.00	\$2.00

**Credit Card Information** VISA  DISCOVER

Credit Card Type:

Card Number:

Expiration Date:

CVV:

Sub Total: \$6.00

Tax Total: \$0.50

Shipping: \$0.00

**Total: \$6.50**

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	<a href="#">Edit Order</a> <a href="#">Cancel Order</a>