

Coach Account / Team Creation on COYESS Tournament Website

This site is new. If you encounter any issues or have any questions when using this site please contact Jason Nester at 303 883 7490.

The website can take a 10 – 20 seconds to update from time to time. Once you complete an action on the website, please give it a few seconds and wait for the update to occur. Otherwise you may make changes that catch up all at once.

Please follow the instructions below on how to create your head coach account and team on the COYESS Tournament website. This document will also provide instructions for how assistant coaches also register and get assigned to their team.

Go to the COYESS website ([Colorado Youth Education in Shooting Sports](https://www.coyess.net)) and select the “Events” link. Then select the Register for Tournaments link.

Or go directly to the Tournament website ([COYESS Tournaments](https://www.coyess.net/tournaments)).



The screenshot shows the COYESS Tournaments website. At the top, there is a navigation bar with links to various FCE-related sites like yahoo, Heidi Gmail, FCE, CMS, HRHS, Amazon, FCE staff, Facebook, Google, Yoga With Adriene, and BAND. Below the navigation bar, the main header reads "COYESS Tournaments". On the right side of the header, there are "Login" and "Sign Up" buttons. The main content area has a light gray background and features a large, bold header "Welcome to COYESS Tournaments" and a sub-header "Register for COYESS Tournaments".

To create a new coaches account, select the “Sign Up” button in the top right corner.

Choose Your Account Type

Select how you want to sign up

[Sign up as Athlete](#)

[Sign up as Coach](#)

Already have an account? [Sign in](#)

Select the “Sign up as Coach” button. Enter key information including a secure password for your login. Once you have filled in all the details, select the “Create Coach Account” button at the bottom.

Coach Sign Up

Create your coach account

First Name * Last Name *

Bob

Hope

Email *

BobHope@example.com

Phone Number (optional)

3035554444

Password *

.....

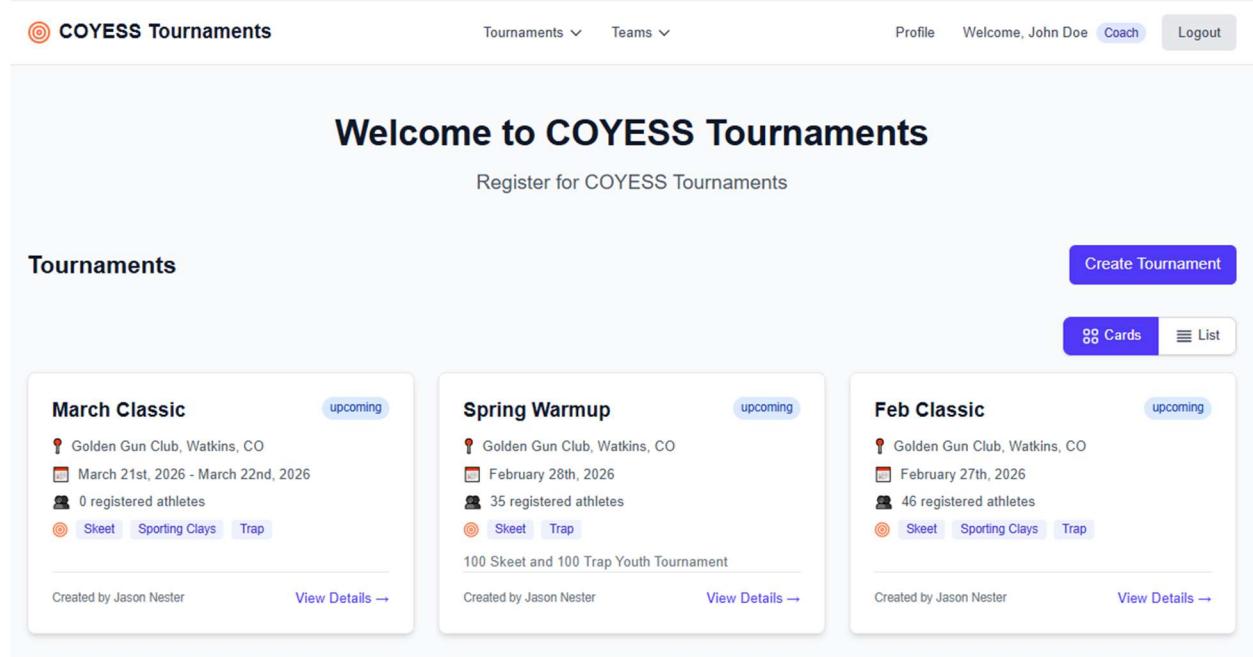
Must be at least 6 characters

Next Steps

- Create or join a team
- Register your team for tournaments
- Manage your team roster

[Create Coach Account](#)

Once it creates your account, it will redirect you to the main page.

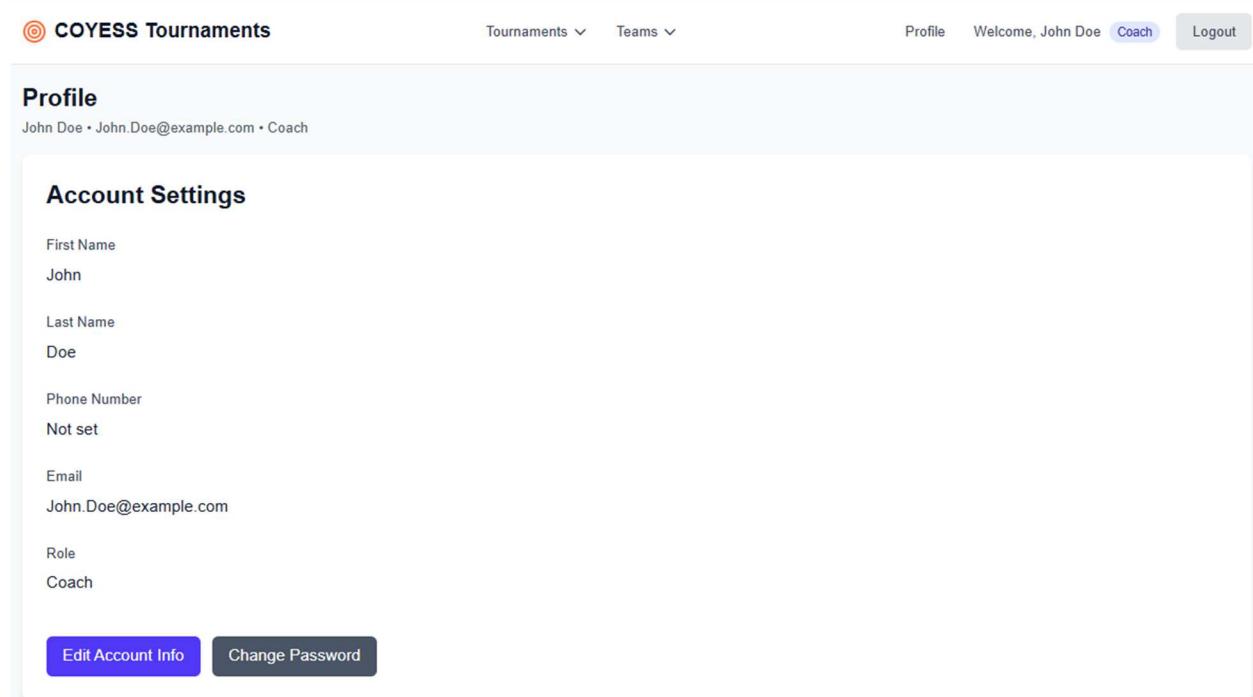


The screenshot shows the COYESS Tournaments main page. At the top, there is a navigation bar with links for 'Tournaments' and 'Teams', and a 'Logout' button. The main content area features a large heading 'Welcome to COYESS Tournaments' and a sub-heading 'Register for COYESS Tournaments'. Below this, there is a section titled 'Tournaments' with a 'Create Tournament' button. The page displays three tournament cards:

- March Classic** (upcoming): Golden Gun Club, Watkins, CO. March 21st, 2026 - March 22nd, 2026. 0 registered athletes. Categories: Skeet, Sporting Clays, Trap.
- Spring Warmup** (upcoming): Golden Gun Club, Watkins, CO. February 28th, 2026. 35 registered athletes. Categories: Skeet, Trap.
- Feb Classic** (upcoming): Golden Gun Club, Watkins, CO. February 27th, 2026. 46 registered athletes. Categories: Skeet, Sporting Clays, Trap.

Each tournament card includes a 'View Details' link and a note that it was created by Jason Nester.

In the top right corner select the Profile link to update any remaining details around your profile. You can also change your password from this page.



The screenshot shows the COYESS Tournaments Profile page. At the top, there is a navigation bar with links for 'Tournaments' and 'Teams', and a 'Logout' button. The main content area features a 'Profile' section with the user's name 'John Doe' and email 'John.Doe@example.com' and role 'Coach'. Below this, there is a 'Account Settings' section displaying the following information:

- First Name: John
- Last Name: Doe
- Phone Number: Not set
- Email: John.Doe@example.com
- Role: Coach

At the bottom of the page are two buttons: 'Edit Account Info' (in a purple box) and 'Change Password' (in a dark grey box).

Profile

John Doe • John.Doe@example.com • Coach

Account Settings

First Name

John

Last Name

Doe

Phone Number

3035439876

Email

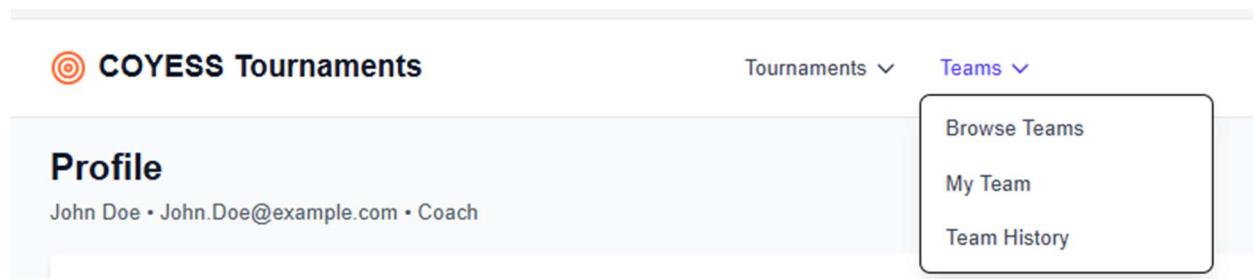
John.Doe@example.com

Role

Coach

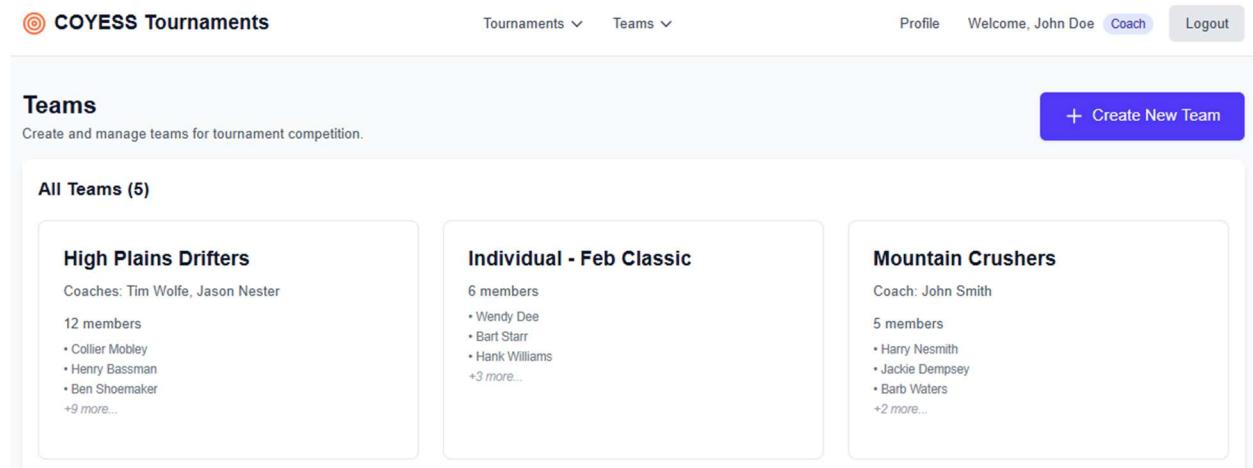
[Save Changes](#)[Cancel](#)

Once you have saved your profile changes, go back to the top of the web page and hover over the “Team” menu and see the drop down. Select the “Browse Teams” option.



The screenshot shows the COYESS Tournaments website. At the top, there is a navigation bar with the COYESS logo, a search bar, and dropdown menus for 'Tournaments' and 'Teams'. The 'Teams' menu is open, showing three options: 'Browse Teams', 'My Team', and 'Team History'. The main content area is titled 'Profile' and shows the user's information: 'John Doe • John.Doe@example.com • Coach'. A sidebar on the right contains links for 'Tournaments', 'Teams', 'Browse Teams', 'My Team', and 'Team History'.

You will be redirected to the Teams page and in the upper right corner select the “+ Create New Team” button.



The screenshot shows the 'Teams' page of the COYESS Tournaments website. The top navigation bar includes the COYESS logo, a search bar, and dropdown menus for 'Tournaments' and 'Teams'. The 'Teams' menu is open, showing the 'Create New Team' button. The main content area is titled 'Teams' and says 'Create and manage teams for tournament competition.' Below this, there is a section titled 'All Teams (5)' with three items listed: 'High Plains Drifters', 'Individual - Feb Classic', and 'Mountain Crushers'. Each item has a brief description and a list of members. A 'Create New Team' button is located in the top right corner of the 'All Teams' section.

Fill in the Team information as well as the head coach information. The head coach information should match the coach profile just created.

Please enter a valid phone number, preferably your cell number, and your address. We need these to contact you in an emergency during the tournament. We need your address in case we need to mail awards to your athletes after the tournament.

Once completed press the “Create Team” button.

Create New Team

Team Name Affiliation (Optional)

Head Coach (Optional)

Name	Email	Phone
<input type="text" value="Bob Hope"/>	<input type="text" value="BobHope@example.com"/>	<input type="text" value="555-123-4567"/>

Address (Optional)

Street

City	State	ZIP
<input type="text" value="Springfield"/>	<input type="text" value="IL"/>	<input type="text" value="62701"/>

Create Team

Once it creates your team, it will redirect you to a page that shows your team and allows you to manage it. Select the “Manage Team” button.

COYESSTournaments Tournaments Teams Profile Welcome, Bob Hope Coach Logout

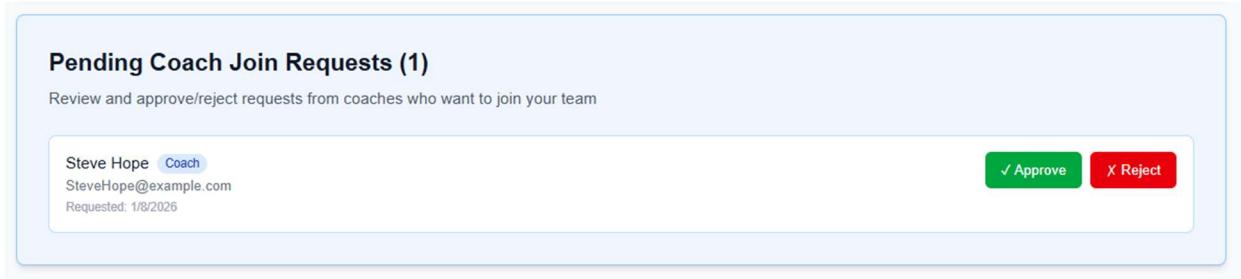
Teams

Create and manage teams for tournament competition.

Manage Team

Your Team **Hope's Claybusters** 0 athletes • 1 coach **Manage Team**

On the Manage Team page you can update your logo. You can also add coaches and athletes. Once a coach has created an account they can request to join. Those instructions are below. If you log into your account and go to the “Manage Team” menu option from the “Teams” menu, you will see pending coach requests.



The screenshot shows a user interface for managing coach join requests. At the top, a header reads "Pending Coach Join Requests (1)". Below the header, a sub-header says "Review and approve/reject requests from coaches who want to join your team". A single request is listed: "Steve Hope Coach" with the email "SteveHope@example.com" and the note "Requested: 1/8/2026". To the right of the request are two buttons: a green "✓ Approve" button and a red "X Reject" button.

You can approve or reject coach requests to your team. Once a coach has been added they have the same rights as you do. They can assign athletes, register the team and team athletes for tournaments, squad athletes in a tournament, and other administrative tasks.

If your athletes have not registered individually yet, you will not be able to add them. We recommend at this point to sign out and request that your athletes create individual accounts. Once they have created their individual accounts, they can request to join your team, or you can select them and add them to your team.

COYESS Tournaments Tournaments ▾ Teams ▾ Profile Welcome, Bob Hope Coach Logout

Manage Team: Hope's Claybusters

Add or remove athletes from your team roster

Team Logo



Upload Logo

- Maximum file size: 5MB
- Accepted formats: JPEG, PNG, GIF, WebP
- Recommended: Square image, at least 200x200px

Team Information

Team Name	Affiliation	
Hope's Claybusters	USAYESS	
Head Coach		
Name	Email	Phone
Bob Hope	BobHope@example.com	-
Address		
Street		
-		
City	State	ZIP
-	-	-

Edit

Once athletes are in the system you will see them listed below the Current Roster section. You can select them and add them to your team. Please do not add any athletes that are not part of your formal team.

Add athletes to Team

Select athletes to add to your team roster

Search by name or email...

Fred Flintstone
fred@example.com

Add to Team

Grusome Gary
gary@example.com

Add to Team

test test
test@example.com

Add to Team

After your athletes have registered, if you log into your account and go to “Manage Team” from the “Teams” menu at the top, you might see athletes that have requested to join your team.

Pending Join Requests (1)

Review and approve/reject requests from athletes who want to join your team

Jane Doe Jane.Doe@example.com Requested: 1/5/2026	✓ Approve	X Reject
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Current Roster (0)

No active athletes on your team yet. Add some from the list below!

Add athletes to Team

Select athletes to add to your team roster

Search by name or email...

Jane Doe Jane.Doe@example.com	Add to Team
test test test@example.com	Add to Team

Once you have accepted requests from athletes or added your athletes to your team your roster should update and show all the athletes assigned to your team.

Current Roster (1)

Jane Doe	• Active
Jane.Doe@example.com	
Grade: 9 • Intermediate	

[Edit Details](#) [Remove](#)

Add athletes to Team

Select athletes to add to your team roster

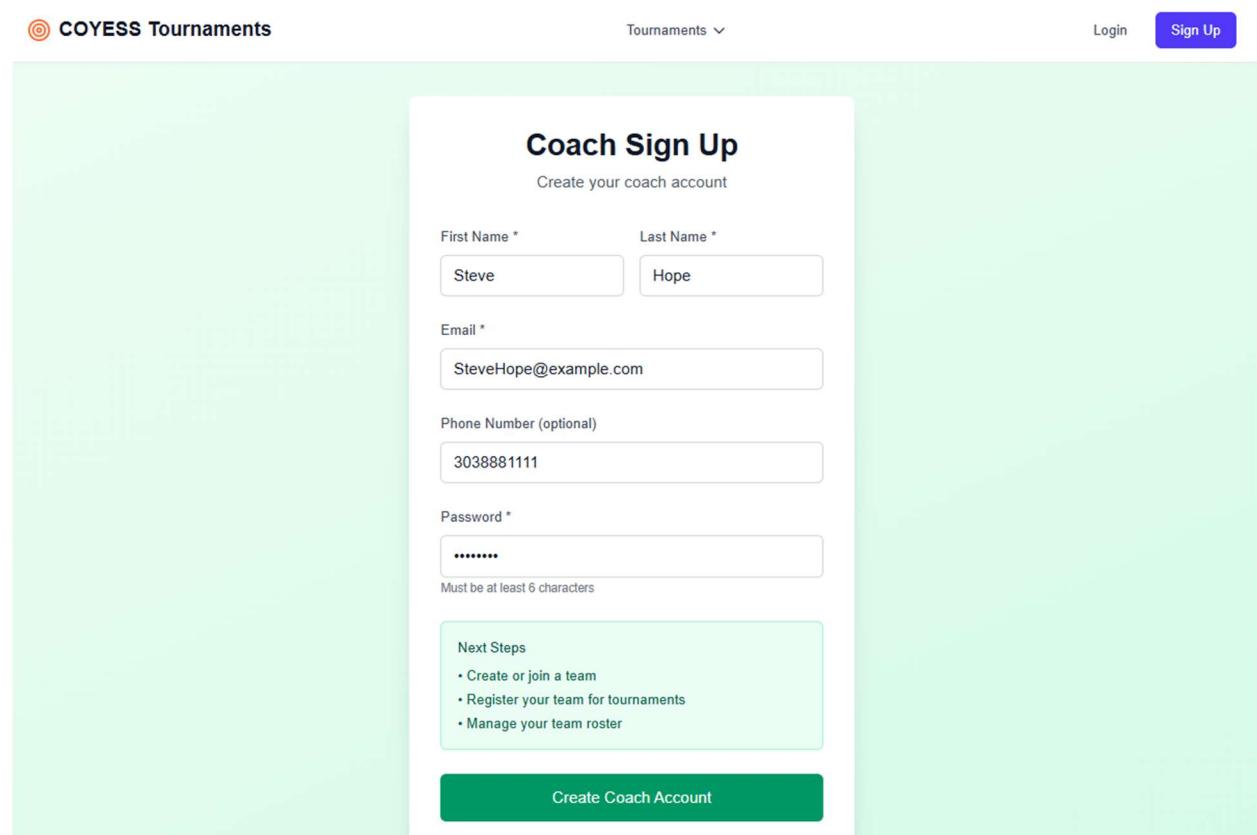
Search by name or email...

test test	test@example.com
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[Add to Team](#)

Assistant Coach Creation

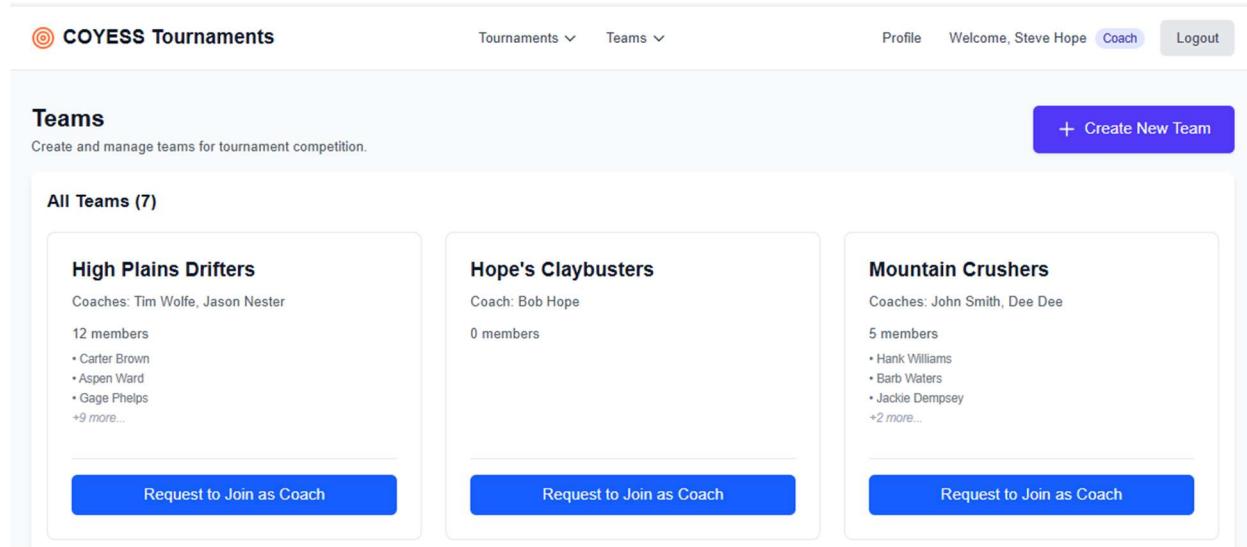
Create your login just like the instructions at the top for the head coach.



The screenshot shows the COYESS Tournaments website with a light green background. At the top, there is a navigation bar with the COYESS logo, a 'Tournaments' dropdown, a 'Login' button, and a prominent 'Sign Up' button in a blue box. The main content area is titled 'Coach Sign Up' and sub-titled 'Create your coach account'. It contains fields for First Name (Steve), Last Name (Hope), Email (SteveHope@example.com), Phone Number (optional, 3038881111), and Password (*****). A note below the password field says 'Must be at least 6 characters'. A 'Next Steps' box lists: 'Create or join a team', 'Register your team for tournaments', and 'Manage your team roster'. At the bottom is a large green 'Create Coach Account' button.

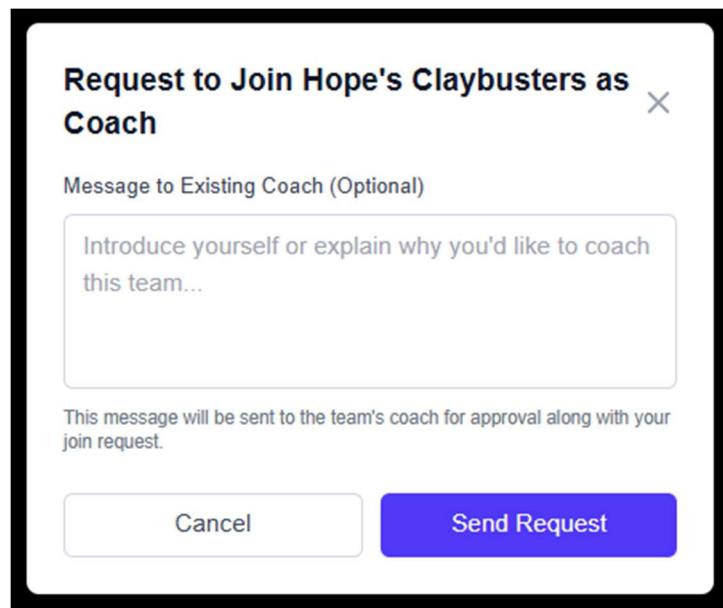
Make sure you review all of your information in your profile and update any missing data.

Assistant coaches do not need to create teams. They can be assigned to their team by an administrator or they can request to join a team. Select the “Teams” menu at the top and select the “Browse Teams” option in the dropdown menu.



The screenshot shows the COYESS Tournaments website. At the top, there is a navigation bar with links for 'Tournaments' and 'Teams'. On the right, there are links for 'Profile', 'Welcome, Steve Hope (Coach)', and 'Logout'. Below the navigation, the 'Teams' section is titled 'Teams' and sub-titled 'Create and manage teams for tournament competition.' A blue button on the right says '+ Create New Team'. The 'All Teams (7)' section lists three teams: 'High Plains Drifters', 'Hope's Claybusters', and 'Mountain Crushers'. Each team card includes the team name, coaches, member count, and a list of members. Below each card is a blue button labeled 'Request to Join as Coach'.

Select the Request to Join as Coach button for the team you wish to join.



A modal window titled 'Request to Join Hope's Claybusters as Coach' is shown. It contains a text input field for a message to the coach, a note stating that the message will be sent to the coach for approval along with the join request, and two buttons at the bottom: 'Cancel' and 'Send Request'.

Wait for your request to be approved by the head coach.

Teams

Create and manage teams for tournament competition.

+ Create New Team

Pending Coach Join Requests

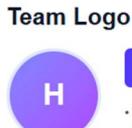
Hope's Claybusters
Coach: Bob Hope

pending

Once your request has been approved, if you log into the site and go to “My Teams” menu option from the “Teams” menu, it will take you to the team you are assigned to.

Manage Team: Hope's Claybusters

Add or remove athletes from your team roster



Upload Logo

- Maximum file size: 5MB
- Accepted formats: JPEG, PNG, GIF, WebP
- Recommended: Square image, at least 200x200px

Team Information

Edit

Team Name
Hope's ClaybustersAffiliation
USAYESS

Head Coach

Name
Bob HopeEmail
BobHope@example.comPhone
-

Address

Street
-City
-State
-ZIP
-

This completes the initial setup of the coach and team.