How to update coaches' roles on MSCIAA r-school website

These instructions are for updating roles for coaches who have already been entered. Each season for each sport, you must complete this process.

- For example, if you have entered a coach for girls' soccer in the fall and that coach is also the soccer coach in the spring, complete this process to give him or her access to soccer.
- Another example, if you entered a basketball coach for the 2021-22 school year and the same coach is returning as the basketball coach in the 2022-23 school year, complete this process.
- Log in using your AD login here:
 https://shelbycountyinterscholasticathleticassociation.org/g5 bin/setup.cgi?ssl=1&G5genie=1583&G5button=7&G5tab=1&G5location=internet
- 2. Click the edit button next to Coaches.



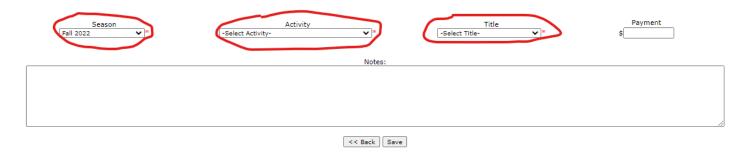
3. Choose the coach you need to update from the drop down at the top.



4. Select "add new" next to Coaching History.



5. Select Season, Activity, and Role. For example, Fall 2022 (season), Golf Varsity (activity), Head Coach (role).



6. Click Save.

