

## STEP 1

Click on "ID Cards"

The screenshot shows the admin interface for Palm Beach Soccer Club - Gold Coast. The sidebar on the left has a menu with 'ID Cards' highlighted in a green box. The main content area displays a table of registration products.

Home / ID Cards / Registration Products Palm Beach Soccer Club - Gold Coast Administrator

### REGISTRATION PRODUCTS

Search by product name... Filters Create New Product

Registration Group name	Playing Level	Registration Type name	Registration Product name	
Club Football Players	ALL	Bulk approval Testing Assoc Club Football Type	Bulk approval Testing Club Club Football Product	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	FG - South Coast Junior 11-17 Years	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	FG - South Coast Junior 11-17 Years	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	Capacity - 1	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	Junior summer player	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	FG - South Coast Junior 11-17 Years	⋮
Club Football Players	NPL	Senior NPL (MF Sub)	Senior NPL (MF Sub)	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	FG - South Coast Junior 11-17 Years	⋮
Club Football Players	Community	FG - South Coast Junior 11-17 Years	FG - South Coast Junior 11-17 Years	⋮

## STEP 2

Click on "Teams"

The screenshot shows the 'ID CARDS' page with the 'Teams' tab selected. The table below lists participants with their names, allocated teams, engagement types, and registration products.

Participant Name	Allocated Team	Engagement Type	Registration Product
Tina Yao	SENIOR MALE	Amateur	Senior Coach
Tina Yao	SENIOR MALE	Amateur	Senior Coach
Alice Scripts	JUNIOR	Amateur	U10 Miniroos
Alice Script	SENIOR MALE	Amateur	Senior Men (Premier League and Reserves)
Five Five	SENIOR MALE	Amateur	Senior Coach
Tina Yao		Amateur	Senior Coach
Test Participant		Amateur	Senior Men (Premier League and Reserves)

## STEP 3

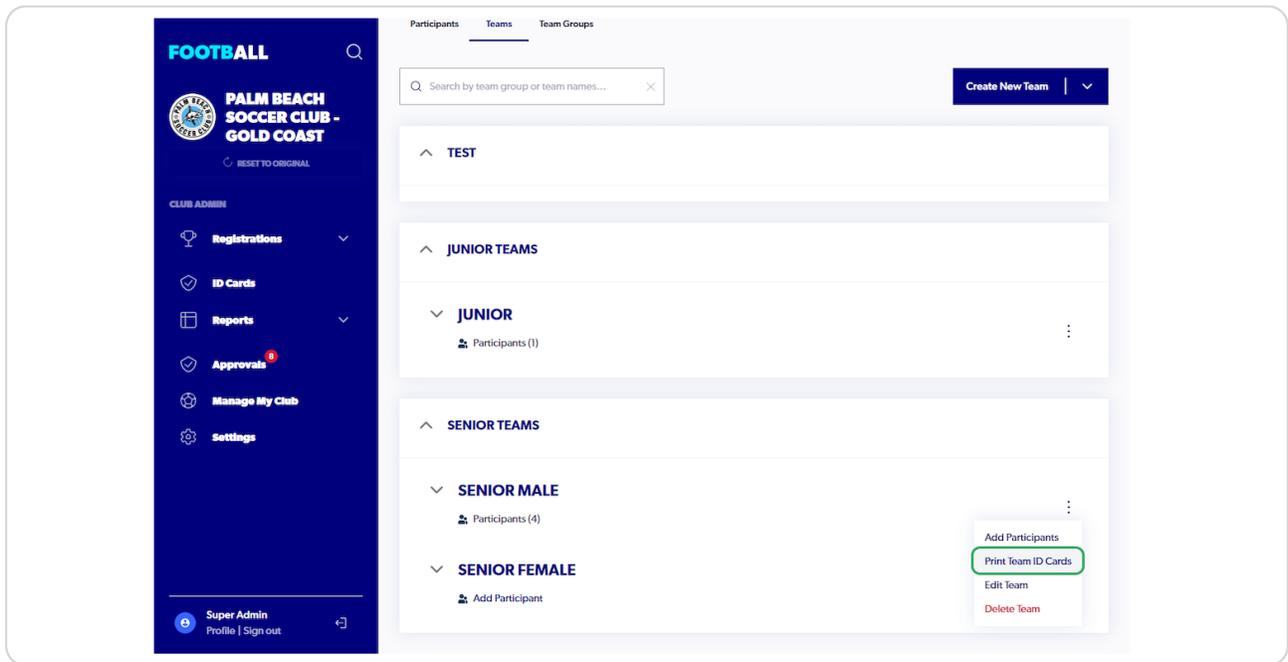
Click on the three dot menu next to the team

The screenshot shows the 'Teams' page with the 'JUNIOR' team expanded. The three-dot menu next to the 'JUNIOR' team is highlighted with a green box.

- TEST
- JUNIOR TEAMS
  - JUNIOR
    - Participants (1)
- SENIOR TEAMS
  - SENIOR MALE
    - Participants (4)
  - SENIOR FEMALE
    - Add Participant

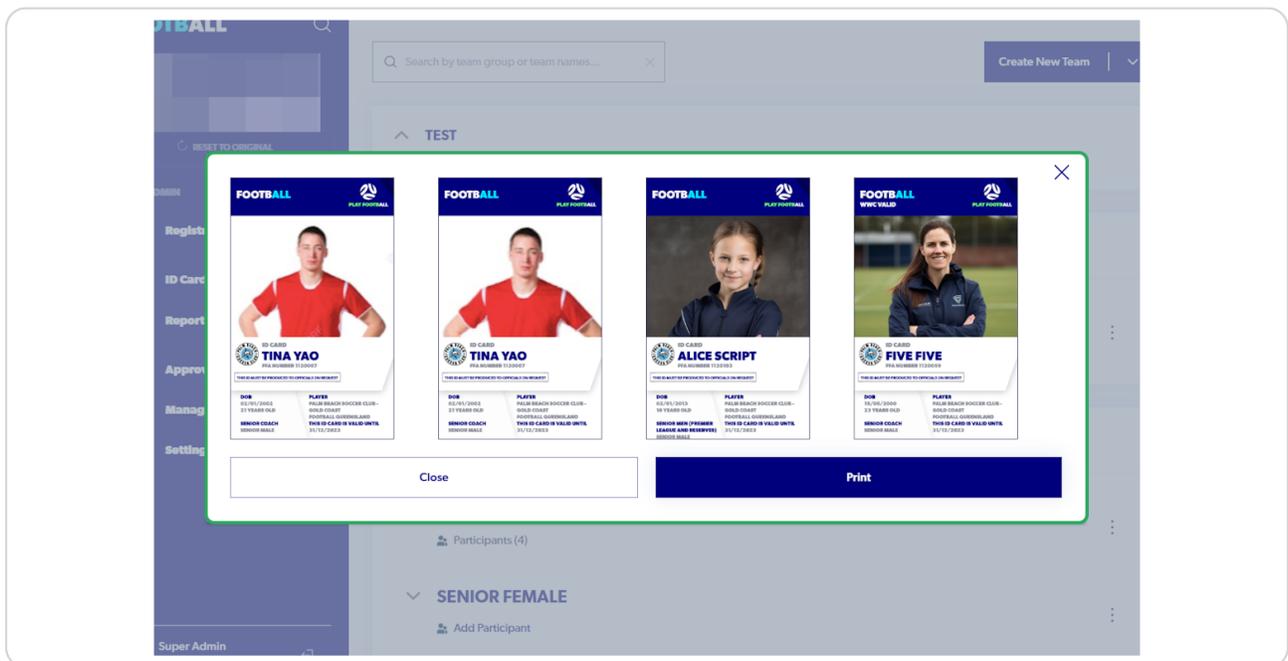
## STEP 4

Click on "Print Team ID Cards"



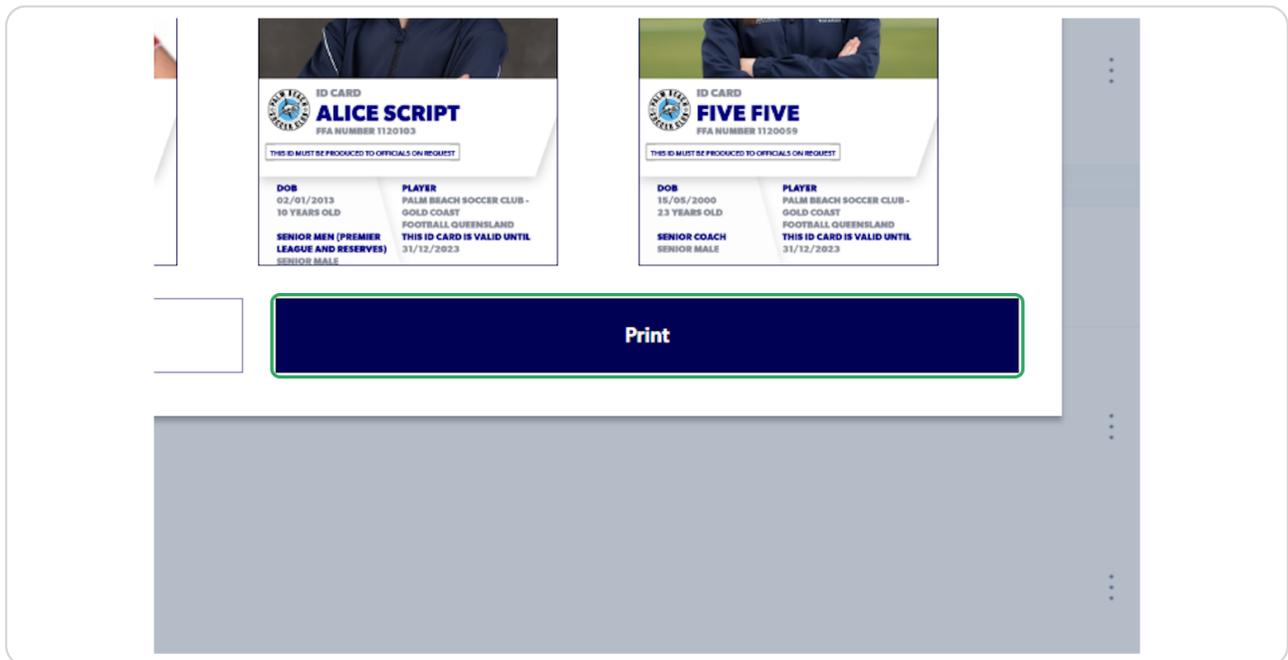
## STEP 5

ID cards will display for members within the team



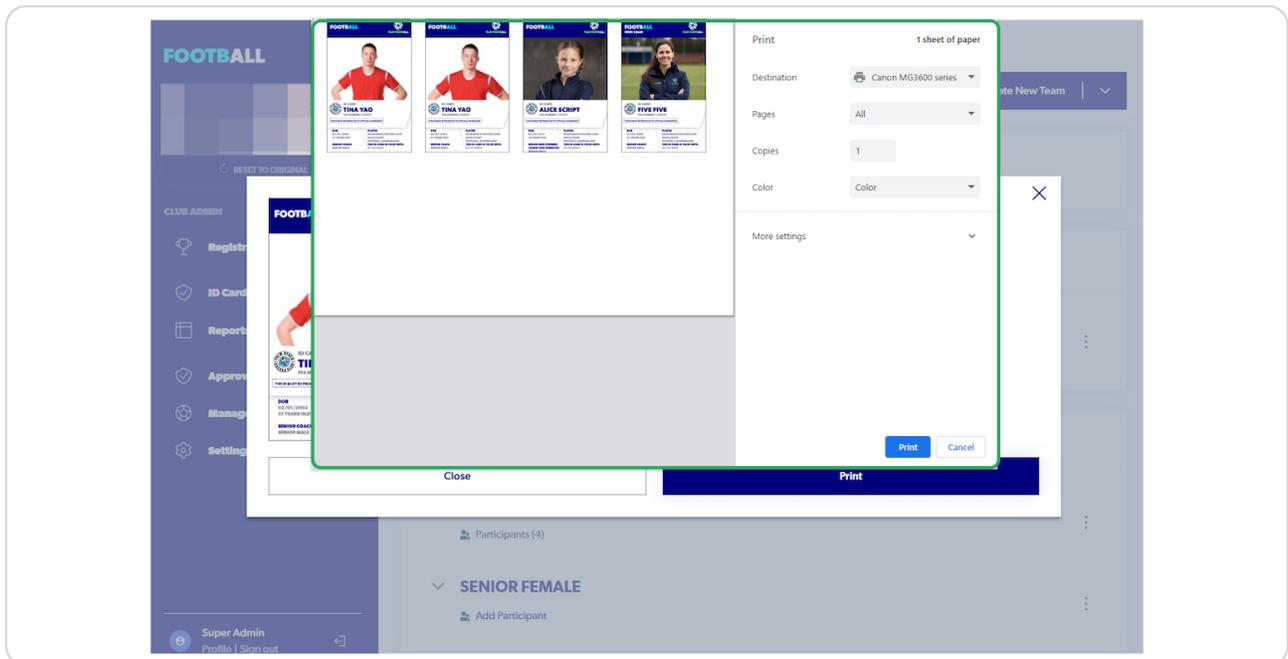
## STEP 6

Click on "Print"



## STEP 7

Print pop up will display



**PLAY FOOTBALL**