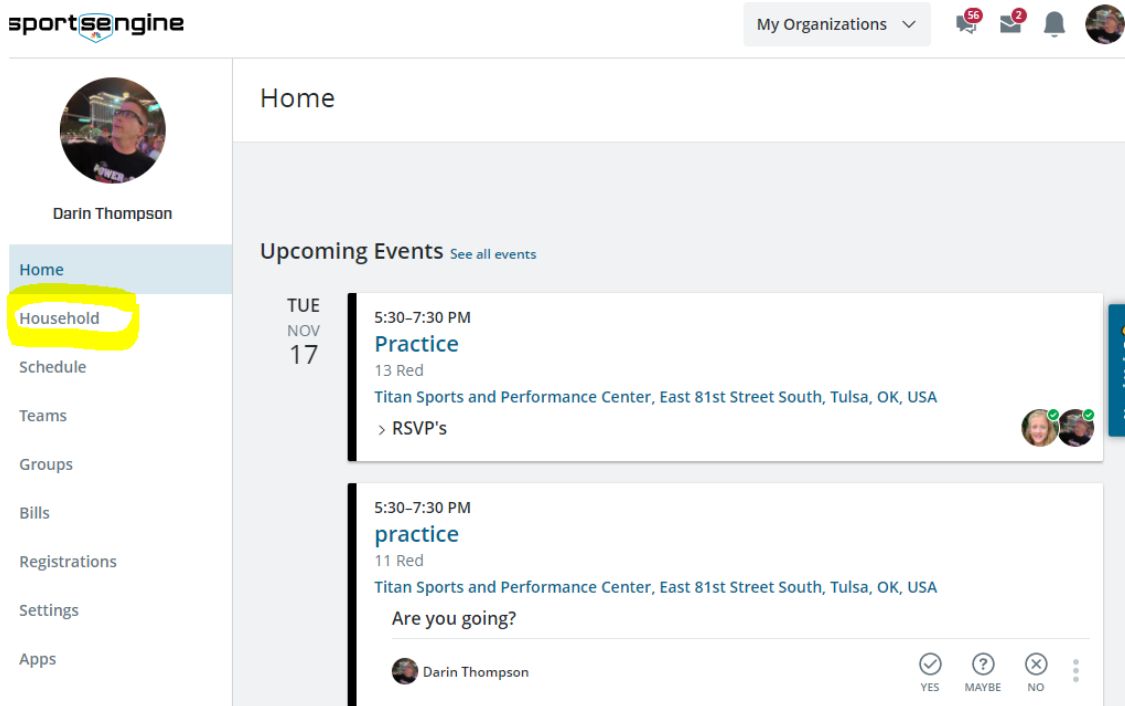


1. On a computer inside a browser, not the app, sign in to Sports Engine account where the player's USAV/OKRVA member and registration exist.



2. Once signed in, click "My Account" and then the "Household" tab from the menu on the left side.



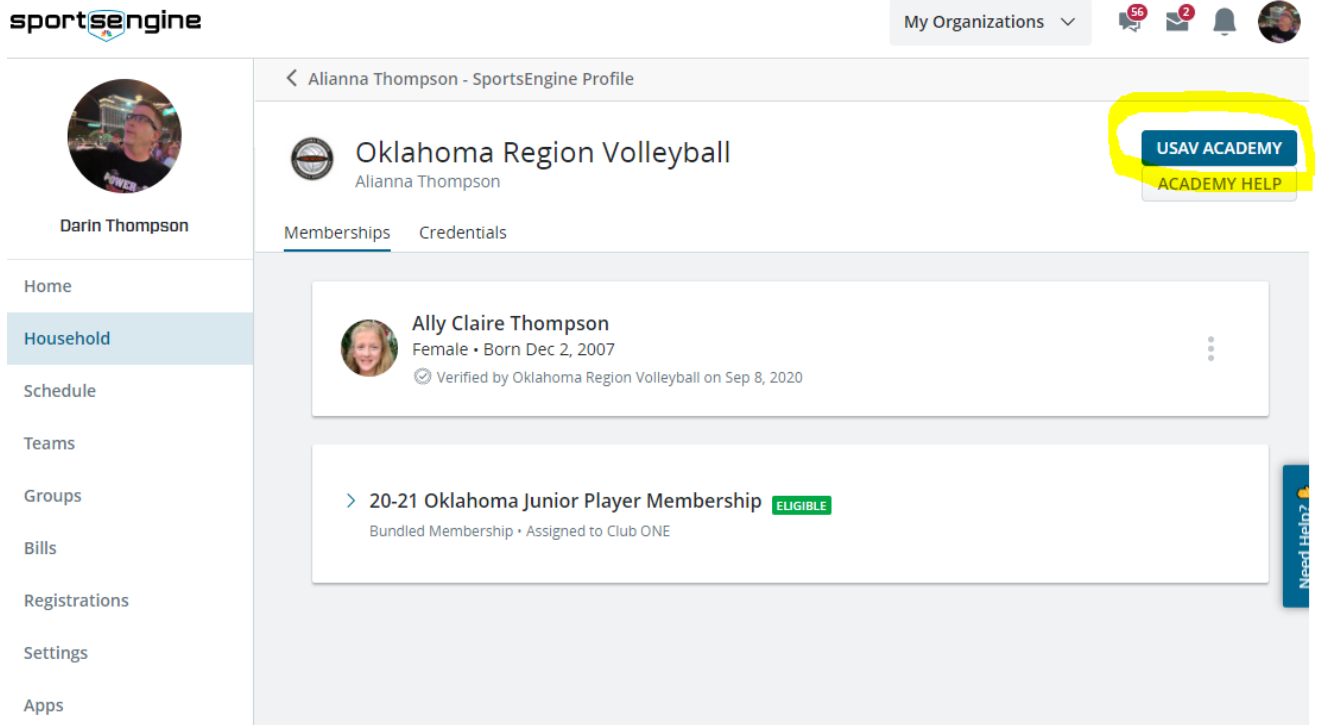
3. After clicking the "Household" tab, land on a page similar to this.

The screenshot shows the 'Household' page in the sportengine app. At the top left is the sportengine logo. To the right of the logo is a 'My Organizations' dropdown menu and notification icons for messages (56), emails (2), and a bell. Below the logo is a profile card for Darin Thompson. A vertical sidebar on the left contains navigation options: Home, Household (highlighted), Schedule, Teams, Groups, Bills, Registrations, Settings, and Apps. The main content area is titled 'Household' and displays three cards for family members: Darin Thompson, Abigail Thompson, and Alianna Thompson. Each card shows a profile picture, name, phone number, and email address. A 'Meet Again' button is visible on the right side of the household view.

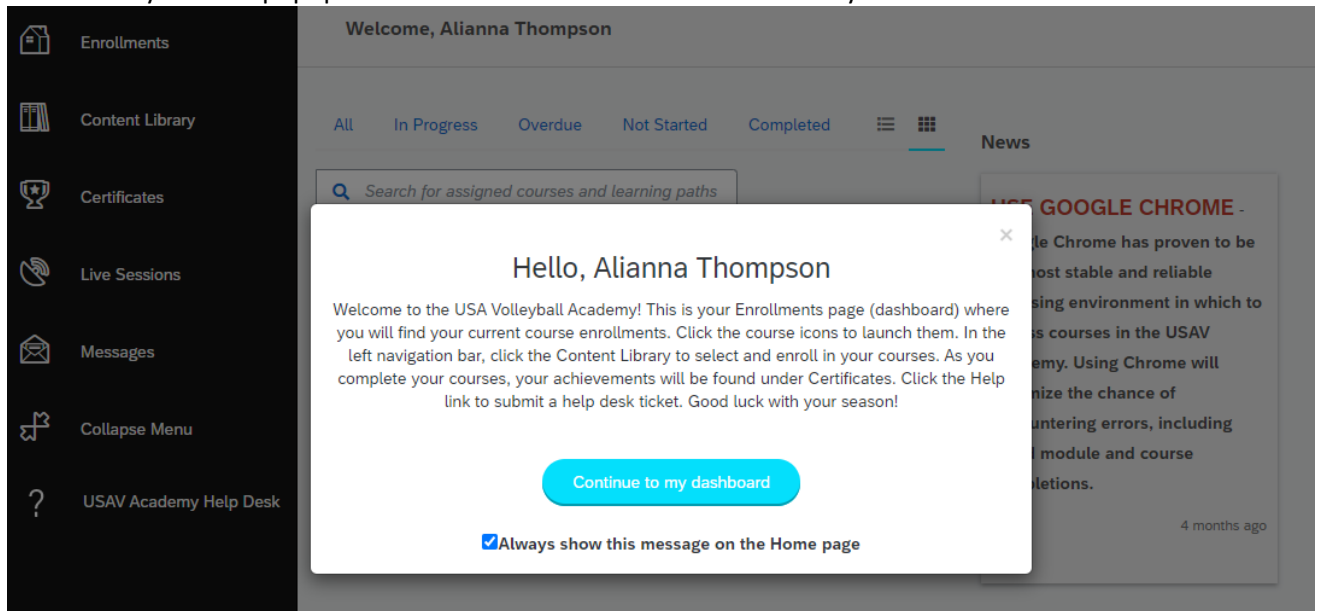
4. Clicking into the player's profile reveals the USAV/OKRVA membership. Click "View Details" to reach the membership.

The screenshot shows the profile page for Alianna Thompson. At the top left is the sportengine logo. To the right is a 'My Organizations' dropdown menu and notification icons for messages (56), emails (2), and a bell. Below the logo is a profile card for Darin Thompson. A vertical sidebar on the left contains navigation options: Home, Household (highlighted), Schedule, Teams, Groups, Bills, Registrations, Settings, and Apps. The main content area is titled 'Household' and shows the profile for Alianna Thompson. Below the name are two tabs: 'Profile' (selected) and 'Organizations'. The 'Profile' tab is divided into two sections: 'Profile Information' and 'Guardians'. The 'Profile Information' section lists: First Name (Alianna), Nickname (Ally), Middle Name (Claire), Last Name (Thompson), Suffix (--), Date of Birth (12/02/2007), Gender (Female), and Phone. The 'Guardians' section lists: Darin Thompson (darin@onevolleyball.net) with a 'Manage Preferences' link, Abby Thompson (icloud.com) with a 'Remove' link, Ally Thompson (icloud.com) with a 'Remove' link, and Jill Thompson (gmail.com) with a 'Remove' link. Below the guardians is a highlighted card for 'Oklahoma Region Volleyball' membership for Ally Thompson (3136133). The card shows '20-21 Oklahoma Junior Player Membership' with an 'ELIGIBLE' status and 'Expires on Aug 31, 2021'. A 'View Details' link is at the bottom of the membership card.

5. Click "USAV Academy" in the upper right corner.

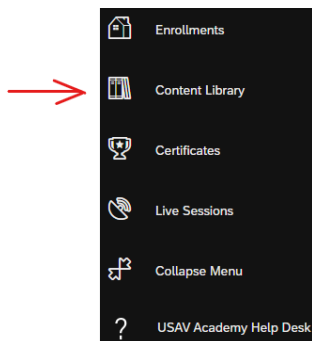


6. You may see this popup. Read and click the link to "Continue to my dashboard."



Follow the instructions in the Hello box to access the training modules.

7. Click on Content Library on the left side of the screen to select and enroll in your courses.



1. Junior Player Clinic choices are:

- | <u>CODE</u> | <u>CLINIC</u> |
|-------------|---|
| a. OK22_011 | OKRVA Junior Line Judge Training |
| b. OK22_012 | OKRVA Junior Libero Tracker Training |
| c. OK22_013 | OKRVA Junior Scorer Training |
| d. OK22_014 | OKRVA Junior Second Referee (R2) Training |
| e. OK22_015 | OKRVA Junior First Referee (R1) Training |

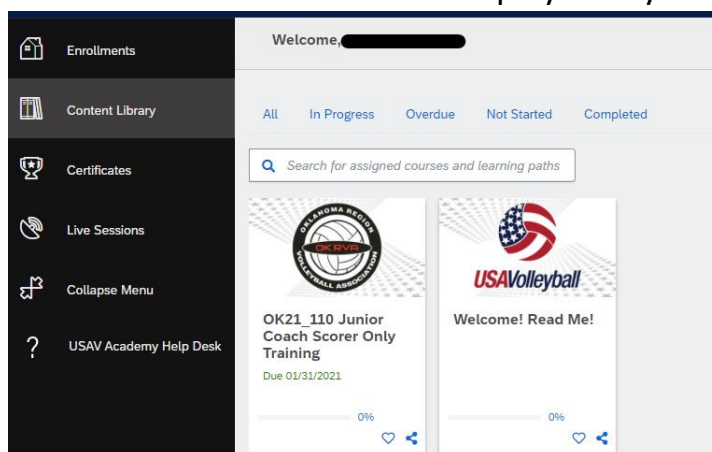
Elective Courses

- a. US22 The Cram Session *OPTIONAL*
- b. US 22 The Whole Shebang! – Part 1
- c. US 22 The Whole Shebang! – Part 2

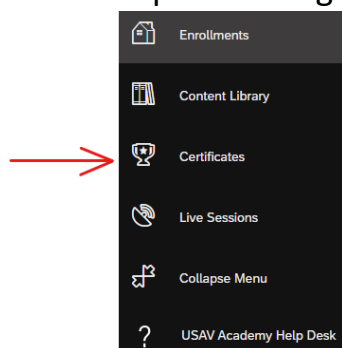
2. Junior Coach Courses

- a. OK22_110 OKRVA Junior Coach Scorer Only Training
- b. OK22_111 OKRVA Junior Coach Referee Only Training

3. Your enrolled courses will be displayed in your Dashboard.



4. Your completed Badges will be displayed in Certificates.

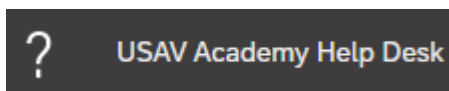


5. If you have problems with the system, click on USAV Academy Help Desk to report the problem.
 - a. Instructions available on the next page of this document

When a user accesses the USAV Academy on mobile phone or mobile device, you will be prompted to download and use the SAP Litmos app. When the app is first launched, you will be asked to submit your “domain”. The correct submission is **usavolleyball**

USA VOLLEYBALL ACADEMY HELPDESK AND KNOWLEDGEBASE

USA Volleyball Help Desk will assist you in the event of trouble with the online clinics. If a problem were to pop up---do not call the Oklahoma Region office—instead, contact the online professionals. The Help tab is located at the bottom of the selections on the left side of your Dashboard in the Volleyball Academy.



Before you submit a Help ticket, take time to review the Knowledge Base articles. In many cases, the problem that you are experiencing has also been experienced by someone else and the solution to your problem is posted. If you cannot find your issue listed, then submit a help desk ticket. Someone will get back to you in a timely manner. Remember to include your name and USAV number. Always include that you are from the Oklahoma Region on all correspondence to the Help Desk in case the region office can be of assistance.

