How to Manage Your Team in DaySmart Dash

Resolute Athletic Complex · Youth & Adult Indoor Soccer Leagues

PARENT / MANAGER GUIDE

Log in: https://apps.daysmartrecreation.com/dash/x/resolute/

For **team managers** who registered a team, and for **players / parents** who were invited. Rosters and waivers are completed online in Dash. Max roster size is **18 players**.

1. Invite Players to Your Roster

1. Log in to Dash at the link above.
2. Open **Dashboard**.
3. Scroll to **My Enrollments** and find your team.
4. Click **Manage Team** (or the ⋯ three-dot menu on the team card, then **Invite**).
5. Click **Invite**.
6. Enter each player's (or parent's) email. Separate multiple emails with a **comma**.
7. Add a short message (example: "Please join our Winter team and complete registration.").
8. Click **Send**.

Important: An invite does *not* put anyone on the roster. Each person must open the email from **Dash**, log in or create an account, and finish registration. Ask players to check spam/junk. For youth teams, parents register the **child** as a family member (see "Accepting an Invite").

2. Assign / Split Payments

Resolute leagues use a **team fee**. After players are on the roster, assign each person's share:

1. From **Dashboard**, click **Manage Team**.
2. Scroll to the **roster**.
3. Enter an amount in each player's **Assigned Due** field — or use **Evenly split dues** at the bottom of the roster.
4. (Optional) Add a **Dues Note** for your own tracking (only you see these).
5. Select players to remind, then click **Notify selected**. They get an email with their amount and a payment link.
6. Check the dues panel for **Team total** (price, paid, remaining) and **Your portion**.

Note: You can only assign payments totaling the remaining balance. Players may have to be assigned a **$0.00** amount and pay you directly.
Tips: Assign dues when a late player is added. A **$0.00** balance means nothing is currently owed — tap the ⓘ icon for invoiced / paid / remaining details. If someone already paid and the amount must change, contact Resolute staff (refunds are not automatic in Dash).

3. Submit a Payment

Players / parents

1. Log in to Dash.
2. On **Dashboard**, find the team under **My Enrollments**.
3. Click the blue **Pay** button if shown.
4. Review the cart amount.
5. Enter or select your card and click **Checkout**.
6. Keep the confirmation email.

Team managers

1. Pay **Your portion** the same way.
2. After assigning dues, use **Notify selected** so each player can pay online.
3. Track paid vs unpaid on the **Manage Team** roster.

Waivers: Complete required waivers online when prompted. Rosters & waivers are due by the **first game**; roster changes by the **third game**.

For Invited Players / Parents: Accepting an Invite

1. Open the Dash invitation email and click **Join**.
2. **Log in**, or **Create an account** if you are new. Verify your email if asked.
3. **Youth:** Go to **My Profile** → **Add Family Member** → choose **Child** → enter the child's info (including birthdate). Staff must fix birthdates if wrong.
4. Finish registration for the correct person. Answer medical questions and sign waivers when prompted.
5. If you used **Request to Join**, wait for the manager to approve (you'll get a confirmation email).
6. When dues are assigned (or you get a payment email), pay online as in Section 3.

Tips / Need Help?

- Bookmark the Resolute Dash login page.
- Give your manager the same email that is on your Dash account.
- Max roster: **18 players**.
- Questions? Email **info@resoluteac.com** or call **(614) 337-4502**.