## Introduction

Past seasons have had issues with configuring the external zones consistently and correctly. Because their configuration can be the same from season to season, a new feature was added to perform this task. It:

- sets the appropriate Seasonal Configuration settings;
- creates programs;
- creates Team Official subroles; and,
- creates Volunteer subroles.

## Usage

To use this feature:

- 1. Log in as an administrator.
- 2. Verify that the appropriate Season exists.
- 3. Verify that the appropriate Age Categories exist.
- 4. Navigate to the Manage Seasonal Configuration screen.
- 5. Select the season using the drop box on the page.
- 6. Click the Configure External Zones button. This will open a dialog box.
- 7. Deselect any zones as appropriate. In general use, all zones will remain selected.
- 8. Click the Install Configurations button. This will display a progress box.

## **Notes**

- This feature is only available to administrators and the Configure External Zones button is only visible to them.
- This feature should be used before any other configuration is performed for the external zones. A good time to use it is right after the age categories have been created for the season.
- This feature should not be used on a zone that has already been configured for the season.
- Categories of changes:
  - The seasonal configurations are minimally altered to turn the default configuration into one suitable for the external zone. Other settings (e.g., email templates) are unaffected.
  - Programs are added for community and club in the appropriate jurisdiction for the matching age category. Existing programs are not removed.
    - Community U8 and under: mixed
    - Community U9 and up: boys and girls
    - Premier U7 and up: boys and girls
    - If an age category is not defined (e.g., U8), then it will have no programs created.

- Team official subroles are created at the zone level. Existing team official subroles are not removed.
  - Assistant coach
  - Coach
  - Team manager
  - Technical trainer
- Volunteer subroles are created at the zone level. Existing subroles are not removed.
  - Default TO
- Each zone is configured independently and the first failure stops the process. E.g., if the 3rd of 8 zones fails to configure properly, the first 2 zones will have succeeded in their configuration and zones 4 through 8 can be retried by unchecking zones 1 through 3.

## Screen Captures



