

# MORE ARCHIVE = LESS CLUTTER

WEDNESDAY, DECEMBER 17, 2025 12:30 PM ET

PRESENTED BY:



ANGEL HALL  
ASSOCIATE DIRECTOR





GEORGI EMENHISER  
OPERATIONS & ODP  
ADMINISTRATOR



AMBER CREMEENS  
REGISTRAR &  
ADMINISTRATIVE ASSISTANT

# DOES YOUR COACH/MANAGER LIST LOOK LIKE THIS?





Angel Hall  
angel@soccerindiana.org

Dashboard

Recent Updates

Users

Venues

Communications

Club Management

Dashboard

Team Registrations

Forms And Requests

Teams

Players

Managers

Support

Coaches








50 Per Page


Displaying entries 1 - 50 out of 583

1 2 3 4 5 6 7 8 9 10 11 12


Coaches


Displaying coaches 1 - 50 of 583 in total

	Name	Email/UserID	Mobile Phone Number	ID Number	Affiliate	Competitive Level	Requirements
<input type="checkbox"/>	 Abbe, Allison				USYS	Travel	<span>Complete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Abel, Jesse				USYS	RECREATIONAL - FALL	<span>Complete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Acero Castillo, Juan				USYS	Rec	<span>Incomplete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Acevedo, Camila						<span>Incomplete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Acevedo, Santos				USYS	Travel	<span>Complete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Adade, Amah				USYS	Rec	<span>Incomplete</span> <a href="#">Edit</a>
<input type="checkbox"/>	 Adams, Thomas				USYS	Rec	<span>Incomplete</span> <a href="#">Edit</a>



# HOW ABOUT YOUR PLAYER LIST?





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Dashboard

Recent Updates

Users

Club Analytics

Venues

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Club Management

Dashboard

Team Registrations

Forms And Requests

Teams

Players

Support

Players






Last NameIs


SearchAdd Filter (3)Clear

50 Per Page


Displaying entries 1 - 50 out of 8,101

ExportAdd Player


	Name	Teams	Email/UserID	Gender	DOB	Age	Level	Phone	
<input type="checkbox"/>	 Aa, Lal				Travel (USYS) Complete				
<input type="checkbox"/>	 Abamolekun, Emmanuel				Travel (USYS) Complete				
<input type="checkbox"/>	 Abdayem, Carol				Travel (USYS) Complete				
<input type="checkbox"/>	 Abdayem, Sam				Travel (USYS) Complete				
<input type="checkbox"/>	 Abdelhafez, Sami				Inactive (USYS) Complete				



# DOES YOUR DASHBOARD HAVE THIS MESSAGE ?



Dashboard



Angel Hall  
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Dashboard

Recent Updates

Users

Association

Analytics

Venues


Communications

Club Management

Programs

Club Performance

Scheduling

Support

Dashboard


Affiliations

Settings

Tools

Imports

Successfully Saved



Westfield, IN, US  
Fifa ID: 149WMWD

106 duplicate user suggestion

Account Overview

Teams	73
Coaches	195
Players	5756
Events	70

Billing

Support

Tickets

Programs

Registration Billing

View All


Acct #	Organization	Category	Invoices	Payments	Balance	
1366335 - Indiana Soccer	GotSport	Registration	\$0.00	\$0.00	\$0.00	Paid



INDIANA SOCCER HAS BEEN USING  AS THE OFFICIAL  
REGISTRATION PLATFORM SINCE 2009.

THE CURRENT VERSION WAS PUT INTO USE THE  OF 2021.

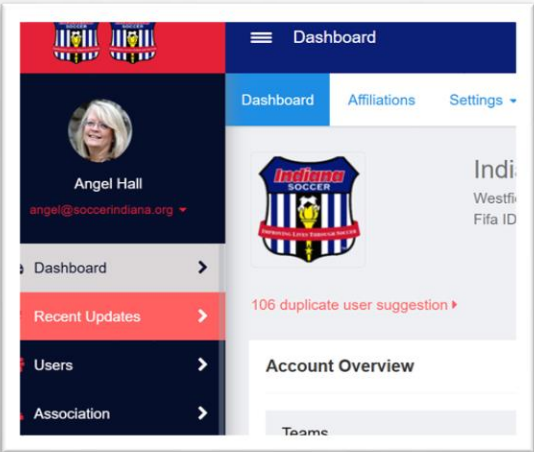
SINCE THEN, THE DATABASES HAVE  AND WILL CONTINUE TO  .

LET'S DO SOME  CLEANING!  IS TOO BUSY :)

HERE ARE YOUR  STEPS AND THE ORDER TO DO THEM...



# #1 – MERGE DUPLICATES (THIS LIST CONTAINS ALL DUPLICATE USERS)



FROM YOUR DASHBOARD, CLICK ON THE RED LINK TO GO TO THE DUPLICATE LIST.

CLICK ON SEARCH WITHOUT ENTERING ANY INFO IN THE SEARCH FILTERS. YOU WILL SEE A LIST OF DUPLICATES YOU CAN MERGE.

A screenshot of the 'Users (4682)' list. The left sidebar is expanded, showing 'Recent Updates', 'Users', 'Association', 'Analytics', and 'Venues'. The main content area displays a table with the following data:

First Name	Last Name	DOB	Potential I
yamen	ashour		2
miriam	avalos		2
dylan	barcus		2
andres	barona		2



CLICK ON ANY NAME TO OPEN THE MERGE TOOL.






## #1 – MERGE DUPLICATES (CONTINUED)

Review Duplicates  
Check Button to Choose Merge Into User

<input type="radio"/>	 <b>Yamen Ashour</b>  <b>Verified</b> <b>Contact Email:</b> rab[REDACTED]@gmail.com <b>DOB:</b> [REDACTED] 12/18 <b>Address:</b> 159 [REDACTED] Noblesville, IN <b>Zip Code:</b> 46062 <b>Created At:</b> July 31, 2021 13:32 <b>Updated At:</b> October 16, 2025 11:36 <b>Last Program Reg:</b> Youth Rec Plus Spring 2023-February 26, 2023 13:42 <b>Parent/Guardian:</b> <b>Name:</b> Tamer Ashour <b>DOB:</b> 19 [REDACTED] <b>Email/UserID:</b> tash[REDACTED]@gmail.com <b>Name:</b> Rabab Farag <b>Name:</b> Rabab Farag <b>Email/UserID:</b> rab[REDACTED]@gmail.com	<input checked="" type="radio"/>	 <b>Yamen Ashour YA</b>  <b>Email/UserID:</b> yam[REDACTED]@gmail.com <b>Contact Email:</b> yar[REDACTED]@gmail.com <b>DOB:</b> [REDACTED] 12/18 <b>Address:</b> 159 [REDACTED] Noblesville, IN <b>Zip Code:</b> 46062 <b>Phone:</b> +1925 [REDACTED] <b>USSF:</b> 100 [REDACTED] 20 <b>Created At:</b> November 18, 2025 17:36 <b>Updated At:</b> December 04, 2025 15:26
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SELECT THE ACCOUNT  
TO MERGE TO AND  
THEN CLICK ON  
MERGE.

GENERALLY BEST TO  
KEEP THE ACCOUNT  
WITH THE MOST  
RECENT ACTIVITY  
(NEWEST) ACCOUNT.

EVERYTHING "MISSING"  
FROM THE ACCOUNT  
YOU KEEP WILL MERGE  
INTO IT.



# #2 – UNASSIGN COACHES, MANAGERS, PLAYERS FROM OLD/PAST TEAMS

Dashboard

Recent Updates

Users

Venues

Communications

Club Management

Dashboard

Team Registrations

Forms And Requests

Teams

Teams

Displaying all 18 teams

Bulk Actions (3)






Set Competitive Level

Toggle Roster Lock

Reset Team

Sync Team List

Team Document

<input type="checkbox"/>	Name	Primary Coach	Association	Level	Age	Gender	Roster	Locks	Approval	Players	Coaches	Manager
<input checked="" type="checkbox"/>	 2004 Pike Eagles USAI 356421			Rec (USYS)	U22	Coed	Visible		✓	16	2	0
<input checked="" type="checkbox"/>	 2004 Pike Liberty USAI 356422			Rec (USYS)	U22	Coed	Visible		✓	13	2	1
<input checked="" type="checkbox"/>	 2004 Pike Stars USAI 356423			Rec (USYS)	U22	Coed	Visible		✓	17	2	0
<input type="checkbox"/>	 2004 Pike Stripes USAI 356425			Rec (USYS)	U22	Coed	Visible		✓	17	2	0
<input type="checkbox"/>	 Indy Burn Cup Team			Travel (USYS)	U20	Male	Visible		✓	2	1	0

Reset Team

Select Roles to Reset

None selected

☐ Select all

☐ Player

☐ Coach

☐ Manager

Save

Cancel

IF A COACH, MANAGER, OR PLAYER IS STILL ATTACHED TO A TEAM THEY DO NOT BELONG TO, THAT PERSON STILL HAS ACCESS TO THAT TEAM'S RECORDS AND THAT PERSON STILL APPEARS ON THE POOL ROSTER FOR THAT TEAM. UNASSIGNING THEM REDUCES THE CLUTTER FOR EVERYONE.












## #3 – ARCHIVE COACHES, MANAGERS, AND PLAYERS

**Coaches**  
Displaying coaches 1 - 50 of 583 in total

Bulk Actions (4) [Send Message](#) [Register](#) [Comp Level/Affiliation](#) [Add Flag](#) [Bulk RM Cards](#) [Archive Coaches](#) [Bulk Register](#) [Add to Team](#)

<input type="checkbox"/>	Name	Email/UserID	Mobile Phone Number	ID Number	Affiliate
<input type="checkbox"/>	 Abbe, Allison				USYS
<input type="checkbox"/>	 Abel, Jesse				USYS
<input checked="" type="checkbox"/>	 Acero Castillo, Juan				USYS
<input checked="" type="checkbox"/>	 Acevedo, Camila				
<input type="checkbox"/>	 Acevedo, Santos				USYS
<input checked="" type="checkbox"/>	 Adade, Amah				USYS
<input checked="" type="checkbox"/>	 Adams, Thomas				USYS

SELECT THE RECORDS, THEN  
ARCHIVE!

BY MOVING THE RECORDS OF  
PEOPLE NO LONGER  
PARTICIPATING IN YOUR CLUB TO  
"ARCHIVE" YOU WILL STILL HAVE  
ACCESS TO THEIR CONTACT INFO  
SHOULD THEY RETURN OR  
SHOULD YOU NEED IT FOR ANY  
REASON.



# #3.25 - ARCHIVE QUICK TIP FOR THE PLAYER LIST

YOU CAN ARCHIVE PLAYER IN BATCHES/MASS BY USING THE SEARCH FILTER AND SET THE BIRTH YEAR.

Dashboard

Recent Updates

Users

Association

Analytics

Venues

Communications

Club Management

Dashboard

Team Registrations

Forms And Requests

Teams

Players

Player Birth Year

Is

2005

Player Competitive Level

Is

9 selected

Search

Add Filter (2)

Save Search

Players

Displaying all 50 Users

Bulk Actions (50)

Send Message

Register

Comp Level/Affiliation

Add Flag





Create Form Registrations

Archive Players

Register to Program


Add to Team


Remove from Team

	Name	Teams	Email/UserID	Gender	DOB	Age	Level
<input checked="" type="checkbox"/>	 Bennett, Nathan			Male	2005/	U21	Rec (USYS) Complete
<input checked="" type="checkbox"/>	 Benton, Carson			Male	2005/	U21	Rec (USYS) Complete
<input checked="" type="checkbox"/>	 Biggerstaff, Zane			Male	2005/	U21	Rec (USYS) Complete
<input checked="" type="checkbox"/>	 Butler, Mckenzie			Female	2005/	U21	Rec (USYS) Rec () Complete



#3.50 - UNARCHIVE IF NEEDED GOT TO ARCHIVE FROM LEFT SIDE MENU. SELECT USER ROLLS AND SUBMIT. THEN SELECT THE PERSON(S) YOU WANT TO UNARCHIVE AND CLICK ON THE UNARCHIVE BUTTON.





Angel Hall  
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Users

Venues

Communications

Club Management

Programs

Scheduling

Archives

Features

Billing

Archive Type

User Roles

Submit

User Role

First Name

Last Name

Search





Users

Displaying all 14 Archived user role

Bulk Actions (1)

Send Message

Unarchive Users

<input type="checkbox"/>	Name	User Role	Email/UserID	Gender	DOB	Age	Phone
<input type="checkbox"/>	 Ababe, Azariah	player		Male	2002	U	+131
<input checked="" type="checkbox"/>	 Bedoya, Samuel	player		Male	2002	U	+131
<input type="checkbox"/>	 Bulaya, Shammy	player		Male	2005	U	+131
<input type="checkbox"/>	 Drlich, Samuel	player		Male	2022	U	+131



# #4 – ARCHIVE PROGRAMS AND EVENTS – CAN BE "UNARCHIVED" IF NEEDED

Communications

Club Management

Programs

Club Performance

Scheduling

Competitions

Events

Event Registrations

Indiana Soccer League (ISL)

ISL SPRING 2026 (11U & Over, All Divisions)	League	March 01, 2026	159	Manage	Manage	792 Submitted	64	400-40-000-01 SP2026	...
Indiana Soccer League (ISL)	Soccer	June 07, 2026		draft		1 Pending			
ODP Friendlies - DEC 2025	Tournament	November 21, 2025	13	Manage	Manage	0 Submitted	0	ODPFriendlies25-26	Archive
ODP Tournaments	Soccer	December 22, 2025		published					
ECIYSL Fall 2025	League	September 06, 2025	3	Manage	Manage	18 Submitted	5	400-40-000-02 FA2025	Archive
Select (Rec+) Leagues	Soccer	November 02, 2025		published					
ISL FALL 2025 ACADEMY (8U-10U, All Divisions)	League	August 23, 2025	12	Manage	Manage	79 Submitted	23	400-40-000-01 FA2025	Archive
Indiana Soccer League (ISL)	Soccer	December 14, 2025		published					
ISL FALL 2025 (11U & Over, All Divisions)	League	August 23, 2025	88	Manage	Manage	554 Submitted	56	400-40-000-01 FA2025	Archive
Indiana Soccer League (ISL)	Soccer	January 02, 2026		published					

Communications

Club Management

Programs

Program Groups

Programs List

Program Registrations

Team Invites

02/08/26

2025-2026 Junior Olympians Sunday, January 11 Only	11/05/25 - 01/11/26	25/26	Open	49 / 3	0 / 0	0 / 0	Archive
2025-2026 Junior Olympians Sunday, January 4 Only	11/05/25 - 01/04/26	25/26	Open	47 / 0	0 / 1	0 / 0	Archive
2025-2026 Phase 2 State Pool Training Fees ONLY	09/07/25 - 11/19/25	25/26	Open	695 / 4	0 / 9	0 / 0	Archive
2025-2026 PHASE 2 State Pool Training Saturday, Jan 10 (2012-2015 Boys ONLY)	11/11/25 - 01/11/26	25/26	Open	57 / 3	0 / 0	0 / 0	Archive







# #5 – ARCHIVE TEAMS YOU ARE NO LONGER USING.

Teams

+ New Team

Displaying teams 1 - 50 of 70 in total

<input type="checkbox"/>	Name	Primary Coach	Association	Level	Age	Gender	Roster	Locks	Allow Auto Approval	Players	Coaches	Managers	Documents
<input type="checkbox"/>	 23-24 Indiana Soccer ODP-JR. & GK Camp 448418		IN	Rec (USYS)	U21	Coed	Visible		✓	6	0	0	✓ ID Cards ✓ Roster PDF ...
<input type="checkbox"/>	 24-25 Indiana Soccer ODP 447281		IN	Travel (USYS) Inactive (USYS) Rec (USYS)	Open	Coed	Visible		✓	82	2	0	✓ ID Cards ✓ Roster PDF ...
<input type="checkbox"/>	 8U Tournament Team 355289		IN	Rec+ WCSSF (USYS)	U11	Male	Visible		✓	0	0	0	✓ ID Cards ✓ Roster PDF ...
<input type="checkbox"/>	 Boilers FC Club Coach 484531		IN	Travel (USYS)	Open	Male	Visible		✓	0	1	0	✓ ID Cards ✓ Roster PDF ...

Archive

✓ Roster PDF



## WHY IS THIS CLEANUP IMPORTANT?

- IT WILL  YOU SEE EVERY DAY DURING NEARLY EVERY FUNCTION YOU PERFORM.
- IT WILL HELP YOU MANAGE AND MAINTAIN  RECORDS FOR RISK MANAGEMENT.
- INDIANA SOCCER WILL BE  INTO RISK MANAGEMENT TO ASSIST YOUR CLUB.
-  TO VERIFY THAT EVERY COACH, MANAGER, AND "USER" HAVE MET THE REQUIREMENTS.





# THIS WEEK'S GOAL GETTER MINDFUL MINUTE:

In your thinking be a goal setter,  
but in your actions be a goal getter.

Barry Gallagher

quote fancy



# UPCOMING FORUMS

WEDNESDAY, JANUARY 7, 2026 12:30 PM ET

TOPIC: RISK ADMINISTRATION: REQUIREMENTS,  
REVIEW, RESOURCES

WEDNESDAY, JANUARY 21, 2026 12:30 PM ET

TOPIC: BIRTH YEAR TO SCHOOL YEAR: HOW WILL  
THIS AFFECT YOUR TEAMS IN THE FALL OF 2026?

IF YOU HAVE A TOPIC YOU WOULD LIKE US TO COVER, DROP ONE OF US AN EMAIL!

