**Powerlifting Coaches**

**How to request a Coach’s account to allow for creation of a team roster.**

1. On the THSWPA home page under the **I Am A** menu, click on **Powerlifting Coach**.



1. Select your **Region**, **Division** and **Team** from the lists. Then enter your name. When you’re done click **Setup My Coach’s Page**.



1. Click **Team Account** to request your account.



1. Fill in the entire form then click Request Account.



1. You will receive verification of your request.



1. Your regional director will send you your password for the account. When you receive your password you can return to the THSWPA website and log in.



1. After you’ve logged in, go back to your Coach’s Page, then click **Team Roster**.



1. To enter an athlete, first click **Add New Athlete**. Then click the **Edit** button next to the new athlete.



1. Edit the athlete’s info then click **Update** to save your changes.



1. Continue until your roster is complete. You can return to this page at any time during the season to update your roster.