

How to Send Email to Your Team

As a Head Coach, communicating with your team is important. You can do this in an efficient manner using the MBL website

- 1. Log into your account on <u>www.mbl.bz</u>
- 2. Click onto your team below the top menus of the website. Refer to the photo below; your team name will appear above the photo (highlighted in yellow)



3. Once you get to your team page, scroll down, till you see the "Tools" section on the right side of the page. Refer to the photo below (bottom right, highlighted in yellow)

People Maps Calendar Contact Us	Help			- Sign Out - Switch	Search Q
Home MBL MBT	August Classic Fall League Comm/Re	ec			
Home Register Charitz	able Gambling Marketing Sponsor Info Newsletter	Twins Tickets			
			_	TEAM MANAGERS ©	
FIELD AVAILABILITY DATES			Edit	No Team Managers	
Date		Field		Roster: Print, Export	
9/11/2022				PLAYERS ©	
9/18/2022				-	х
9/25/2022				-	х
10/2/2022					х
10/9/2022					x
PITCH COUNT / INNINGS PITCHED					x
Player Name					x
No Innings Pitched Reported					x
TEAM CHANGE HISTORY				—	х
Date Modified	Modified By	Change Type	Person	-	х
7/24/2022, @, 1:42pm		Assistant Coach Added		—	х
7/24/2022, @, 1:42pm		Assistant Coach Added			х
7/24/2022, @, 1:19pm		Player Removed			x
7/24/2022, @, 1:11pm		Player Added	_		x
7/24/2022, @, 1:07pm		Player Added			х
7/24/2022, @, 1:05pm		Player Added		TOOLS	
7/24/2022, @. 1:03pm		Player Added		Send Roster to Coaches	
7/24/2022, @, 1:02pm		Player Added	-	Send Roster to Team	
7/24/2022, @, 1:01pm		Player Added	\sim	Send Email to Team	

4. Under "Tools," select "Send email to team"

	TOOLS
	Send Roster to Coaches
	Send Roster to Team
	Send Email to Team
5. Once you are	done, hit the "send" button, see picture below
Home ME	3L MBT August Classic Fall League Comm/Rec
Home Regist	ter Charitable Gambling Marketing Sponsor Info Newsletter Twins Tickets
Subject	
To 3 Coaches and 14 Players	

If you have any questions, please reach out to Todd Scharber at <u>tscharber@mbl.bz</u>

Send