WHAT ARE QR CODES-

       With Covid-19 we now have a society norm for scan and load practices across the Country. Therefore, these randomly generated codes will link to a URL page such as a Blast Invite / Join page. Making it extremely easy to connect multiple people at one time to a particular site or link.
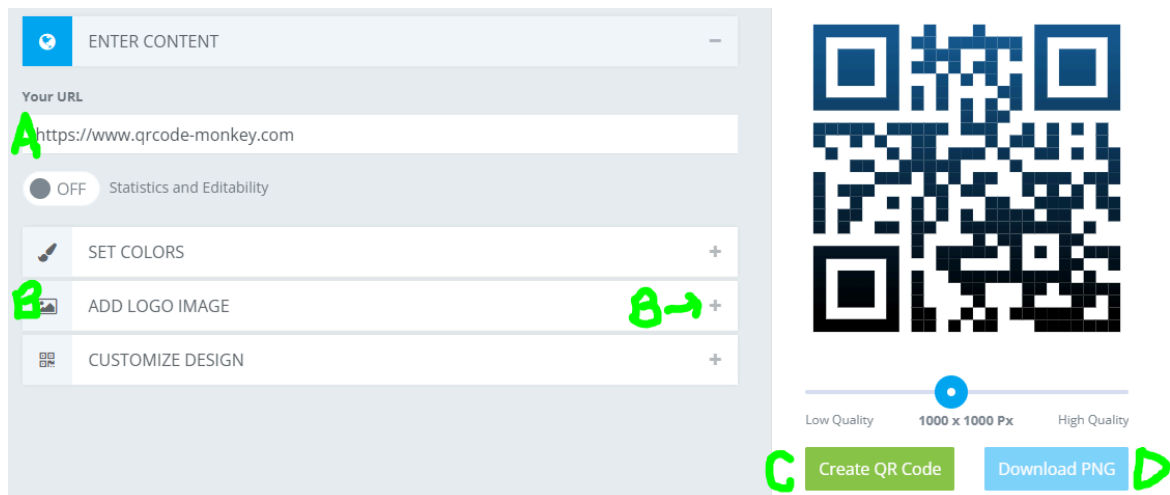
WHY QR CODES-

       When teams don't have good communication already established or they would like to be on board in person at practice or team meetings. (If they have good communication, the TEMPLATE for Coaches. Parents, Players under the "invite" portion on the set up checklist is an easy copy and paste and send with detailed instructions)

HOW TO MAKE QR CODES-

       There are numerous sites but most have a "catch" or a "buy" feature after the "free period" is over. We prefer / suggest https://www.qrcode-monkey.com/ it is free and customizable if you prefer.
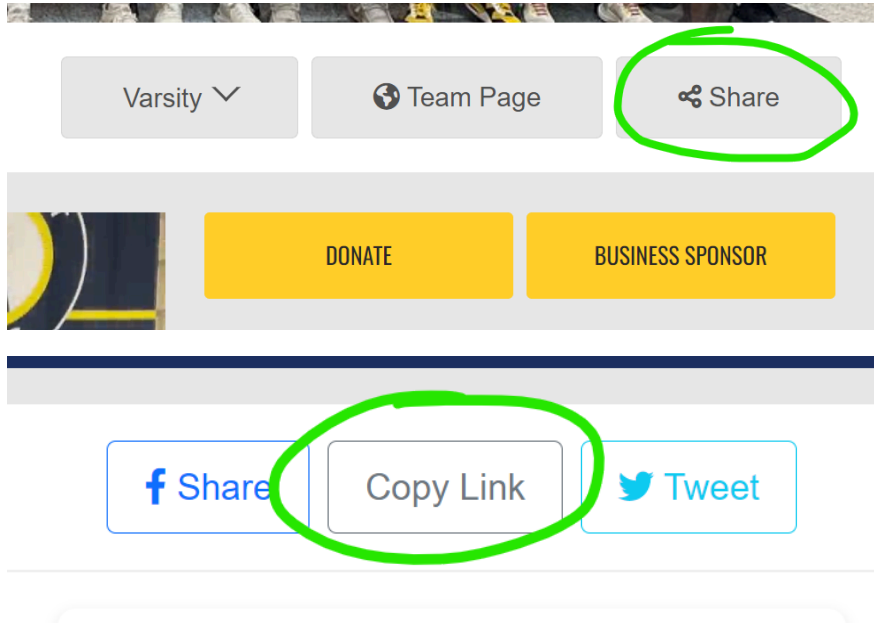
1. With two tabs or windows open the two are listed below:
   a. Go to the QR Monkey site on one tab
   b. Go to your INVITE TEAM page on the other for your blast program or teams.

2. On your desktop save a free image / icon such as VAR, JV or FRESHMEN to help you decipher which program is which for the QR Codes you create.
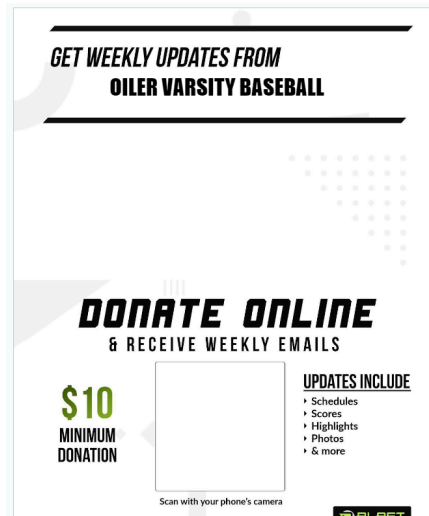
3. Click IN THE TEAM with the FUNDRAISER and CLICK ON THE FUNDRAISER that the public VIEWS-

4. CLICK THE SHARE BUTTON and COPY THE LINK and paste into 'Content' (A) area on QR Monkey-

5. Next, Click the ADDITIONAL IMAGE (B) and Select the logo like Varsity, JV, FRESHMEN, image to help differentiate the level codes.

6. Click on the GENERATE CODE (C) You should see the QR CODE change with the image that you choose in the middle.

7. Click on the DOWNLOAD PNG and wait. The File downloads in the corner when completed.
   a. **Click and rename the image in the Download with SCHOOL/ SPORT/ YR and file**
   b. Proceed and put those in a file folder for later.
   c. Next you have to create a place to put the QR CODE.

8. CREATING A PLACE TO PUT QR CODE IF YOU DON"T JUST WANT THE CODE.
9. Next Go to your shared drive folder and create a copy of the **DONATION TEMPLATE** file for a team and rename it to the **LEVEL, SPORT and YEAR/SEASON**.

a. ADD the QR CODE and put in the box by selecting 'INSERT' Image from Computer (ensure you have logo on downloads or in a file to access easily)

b. Resize when replaced and ensure it's in front of text

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c. Click (RIGHT CLICK) on the TEAM PHOTO and SAVE AS and 'INSERT' image from download and PLACE THAT IN THE CENTER OF THE SHEET ABOVE THE QR CODE.
d. Click under the RECEIVE WEEKLY UPDATES … and place the MASCOT, SPORT and LEVEL in this box…adjust font size accordingly with the + and - on the tool bar.
e. Go to FILE> Download> PDF format
f. PRINT OFF and POST or SEND.