



New Features Update:

- 1 Online Registration Discounts
- 2 Adding Products to existing Orders

### Online Registration Discounts

Sibling discount and returning player discount configurations are now available. Users will be able to create discounts that the system will automatically pull in during online registration or when an order is created internally. The new discount feature is available at the club registration level.

To utilize the new discount feature:

- 1) Go to clubs on the left
- 2) Click on the Registration tab
- 3) Click on the new Discounts sub tab located next to fees
- 4) Select the desired play level

Club Config Registration Security Teams Events Background Checking Messaging Content

Season Custom Fields Fees Discounts Fields Billing Travel Requests

CCAAP Competitive ODP Recreational Signature TOP Soccer Try Out

All discount amount must be negative if a discount is given

All play levels are set equally

All our age groups are set equally

New Discount

Select a Discount Type

	Comp
Under 04	0
Under 05	0
Under 06	0
Under 07	0
Under 08	0

- 5) Discounts are entered in the same manner fees are entered; Select the desired discount type from the New Discount drop down



- 6) Enter the desired amount of the discount per age group (to enter the same amount for all age groups, check the all our age groups are set equally check box at the upper left)
- 7) Click the Create Discount button

The following discount types are now available:



2<sup>nd</sup> Sibling Discount – will automatically discount the configured amount from the second registered sibling in a family

3<sup>rd</sup> Sibling Discount – will automatically discount the configured amount from the third registered sibling in a family

4<sup>th</sup> Sibling Discount – will automatically discount the configured amount from the fourth registered sibling in a family

5<sup>th</sup> Sibling Discount – will automatically discount the configured amount from the fourth registered sibling in a family

Additional Sibling Discount after 5<sup>th</sup> – will automatically discount the configured amount from the 6<sup>th</sup> etc. registered sibling in a family not to exceed the amount entered in the Max Siblings Discount text box. All sibling discounts must not exceed the amount entered under Max Siblings Discount including the sum total of the second, third, fourth, and fifth sibling discounts.

<b>New Discount</b>	<b>Max Siblings Discount*</b>
Additional Sibling Discount after 5th ▾	\$ <input type="text"/>

Return Player Discount – will automatically discount the configured amount from a player returning from the selected previous season. User must enter the desired previous season from the select a season drop down.

<b>New Discount</b>	<b>Return Player must have Application in previous season:*</b>
Return Player Discount ▾	Select a season ▾

[Adding products to existing orders](#)

Users will now be able to add products to existing orders. This is available for club registration fees only and does not apply to Tournaments or Events.

Steps to add product to existing order:

- 1) Create new fee (Club level, Registration tab, fees sub tab)

Club Config | **Registration** | Security | Teams | Events | Background Checking | Messaging | Content

Season | Custom Fields | **Fees** | Discounts | Fields | Billing | Travel Requests

CCAAP Fees | **Competitive Fees** | ODP Fees | Recreational Fees | Signature Fees | TOP Soccer Fees | Try Out Fees

Use the drop down list below to select a fee type that has already been defined. Once a fee type is selected you will be given the option to Delete or Change the fee type you selected. Choose "Create A Fee Type" from the same drop down list to create a new fee type.

**Edit A Fee Type**

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All play levels are set equally  
 All our age groups are set equally

**New Fee Type**   
**Other Fee Type**

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**Comp**

Under 04	<input type="text" value="25"/>	<input type="text" value="M"/>
Under 05	<input type="text" value="25"/>	<input type="text" value="M"/>

- 2) Search desired order (Players / Admins, Payment Management)

**Application Payment Management** Page Size: 100

Select League:  Select Club:  Media Type:

Select Play Type:  Select Gender:  Select Age Group:  Application Status:  Accepted:  Paid:  Pay Plan:

Payment Receive Date Range:  To  Payment Type:  Search By:  Search For:

PP = order with payment plan. (1 - 7) of 7

<input type="checkbox"/>	PAID	ACCEPTED	AGE/LEGAL	Player Name	Order No	Player ID	Fees	Paid	Due	Pay Avail
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Test, Test	1-1191177	63305-873885	\$500.00	\$0.00	\$500.00	✓
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Testadd, Boy	1-1191204	45844-982389	\$500.00	\$0.00	\$500.00	✓

- 3) Click on order number to open order, you will now see a "Add more Products to Order" button

**Payment / Order Detail** Reload

<b>Status</b>	<b>Order #:</b> 1-1191177 <b>Order Date:</b> 4/12/2010 4:12:12 PM <b>Operator:</b> Cust Cust	<b>Status:</b> Open <b>Status Reason:</b> New Order																								
<b>Ship To</b>	<b>Name:</b> Mommat Testfourtwelvetena <b>Address1:</b> 41210 test st apt a <b>City/State/Zip:</b> city CA 12345 <b>Country:</b> United States of America <b>H#:</b> (123) 456-7890	<b>Comments</b> ... Click Comments Box to view or add more comments.																								
<b>Payments</b>	<table border="1"> <thead> <tr> <th>Method</th> <th>Type</th> <th>Chk#/CC#</th> <th>Exp.</th> <th>Status</th> <th>Auth.</th> <th>Conv. Fee</th> <th>App. To Order</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> Check</td> <td>Single</td> <td>test</td> <td>/</td> <td>Open</td> <td>500.00</td> <td>0.00</td> <td>0.00 <a href="#">capture</a> <a href="#">update</a> <a href="#">cancel</a></td> </tr> <tr> <td colspan="6" style="text-align: right;"><b>Applied Total:</b></td> <td>0.00</td> <td>0.00</td> </tr> </tbody> </table>		Method	Type	Chk#/CC#	Exp.	Status	Auth.	Conv. Fee	App. To Order	<input checked="" type="checkbox"/> Check	Single	test	/	Open	500.00	0.00	0.00 <a href="#">capture</a> <a href="#">update</a> <a href="#">cancel</a>	<b>Applied Total:</b>						0.00	0.00
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<b>Items Ordered</b>	<table border="1"> <thead> <tr> <th>Product</th> <th>Promo Code</th> <th>Qty</th> <th>Price</th> </tr> </thead> <tbody> <tr> <td><input checked="" type="checkbox"/> <b>Test Test</b>, Registration Fee, Under 17 ,Comp</td> <td></td> <td>1</td> <td>500.00</td> </tr> <tr> <td><input checked="" type="checkbox"/> <b>Test Test</b>, Uniform Fee, Under 17 ,Comp</td> <td></td> <td>1</td> <td>50.00</td> </tr> <tr> <td><input checked="" type="checkbox"/> <b>Test Test</b>, 5B0B017E-195E-4E92-A36D-FFBD00A72CCF Fall 2009-2010Return Player discount, Under 17 ,Comp</td> <td></td> <td>1</td> <td>-50.00</td> </tr> <tr> <td colspan="4" style="text-align: center;"><input type="button" value="Add More Products to Order"/></td> </tr> </tbody> </table>		Product	Promo Code	Qty	Price	<input checked="" type="checkbox"/> <b>Test Test</b> , Registration Fee, Under 17 ,Comp		1	500.00	<input checked="" type="checkbox"/> <b>Test Test</b> , Uniform Fee, Under 17 ,Comp		1	50.00	<input checked="" type="checkbox"/> <b>Test Test</b> , 5B0B017E-195E-4E92-A36D-FFBD00A72CCF Fall 2009-2010Return Player discount, Under 17 ,Comp		1	-50.00	<input type="button" value="Add More Products to Order"/>							
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<input type="button" value="Add More Products to Order"/>																										
<b>To Order</b>	Payment will be applied to all products checked above. <b>Payment Method*</b> <input type="text" value="Choose One"/>																									

3 item(s) totaling: 500.  
Order Total: 500.  
Total Due: 500.

- 4) Click on add more products to order

**select any products you want to add to the order:**

Test Test Play Up Fee, Under 17 ,Comp \$25.00

- 5) Check the product you wish to add to the order and click "Add Selected Products to the Order"

6) Close and re-open order or click re-load to see new product in order

Payment / Order Detail										Reload
Status	Order #: 1-1191177 Order Date: 4/12/2010 4:12:12 PM Operator: Cust Cust					Status: Open Status Reason: New Order				
Ship To	Name: Mommat Testfourtwelvetena Address1: 41210 test st apt a City/State/Zip: city CA 12345 Country: United States of America H#: (123) 456-7890					Comments	...			Click Comments Box to view or add more comments.
Payments	<b>Method</b>	<b>Type</b>	<b>Chk#/CC#</b>	<b>Exp.</b>	<b>Status</b>	<b>Auth.</b>	<b>Conv. Fee</b>	<b>App. To Order</b>		
	⊕ Check	Single	test	/	Open	500.00	0.00	0.00	<a href="#">capture</a>	<a href="#">update</a> <a href="#">ca</a>
	Applied Total:						0.00	0.00		
Items Ordered	<b>Product</b>							<b>Promo Code</b>	<b>Qty</b>	<b>Price</b>
	<input checked="" type="checkbox"/> Test Test, Registration Fee, Under 17 ,Comp								1	500.00
	<input checked="" type="checkbox"/> Test Test, Uniform Fee, Under 17 ,Comp								1	50.00
	<input checked="" type="checkbox"/> Test Test, 5B0B017E-195E-4E92-A36D-FFBD00A72CCF Fall 2009-2010Return Player discount, Under 17 ,Comp								1	-50.00
	<input checked="" type="checkbox"/> Test Test, Play Up Fee, Under 17 ,Comp								1	25.00
	<input type="button" value="Add More Products to Order"/>									
4 item(s) totaling: 525.00 Order Total: 525.00 Total Due: 525.00										
if	Payment will be applied to all products checked above.									

Added product can be cancelled if desired.