



Dear Student-Athlete and Parent/Guardian,

Prior to participating on a sports team at Hanover High School, each athlete must create a SportsWare account. The primary purposes of the account are to document injuries/treatment, create student-athlete emergency information sheets, and collect forms required by Massachusetts state laws.

Specific instructions are provided on the following pages for both new and existing members. Please provide all information that is applicable. If this information changes during the year, please login to update the information.

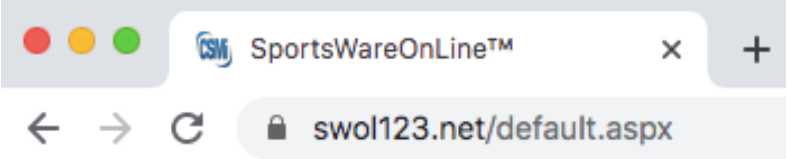
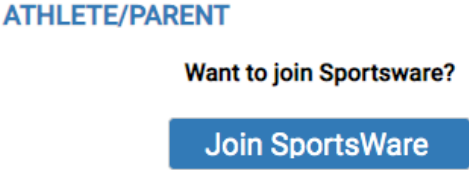
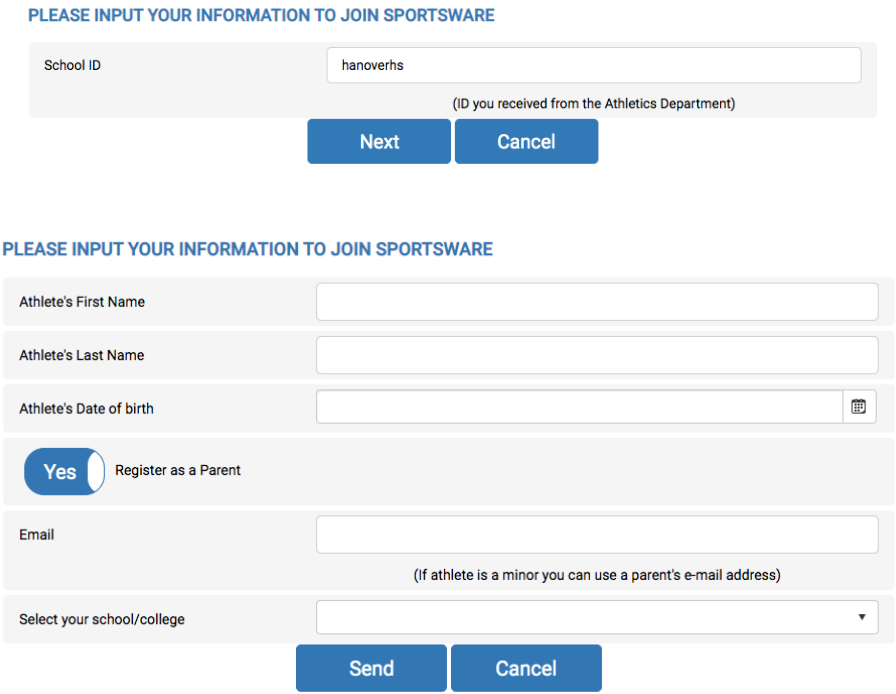
If you have any questions, please contact the athletic office at 781-878-5450 ext. 7467. Your help and patience is appreciated.

Sincerely,

Scott Hutchison  
Athletic Director

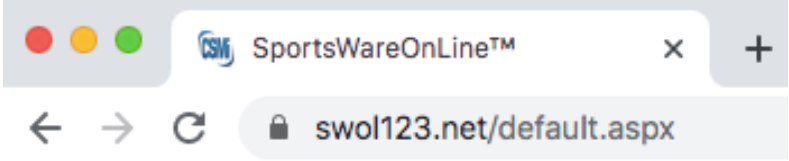
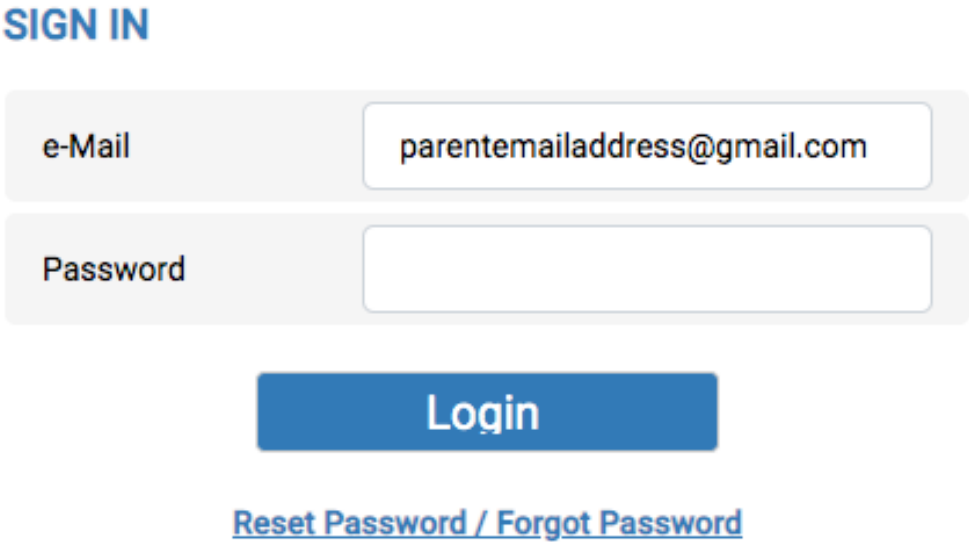
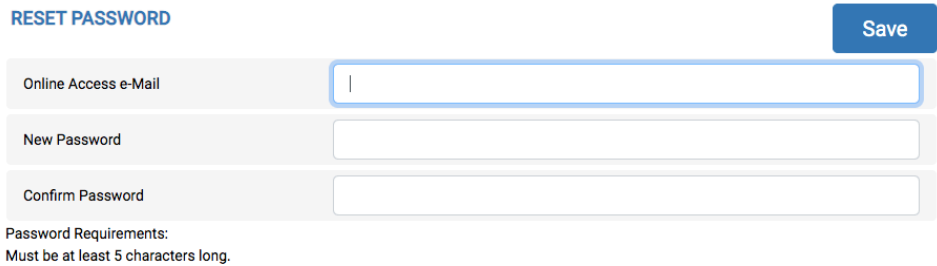
Paige Radomski ATC  
Athletic Trainer

## Joining SportsWareOnLine

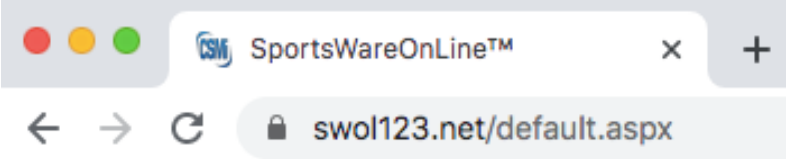
| Instruction  | Example   |
|--|---|
| <p>Go to<br/>www.swol123.net.</p>  |   |
| <p>Scroll to the middle of the screen and select <b>Join SportsWare</b>.</p>   |   |
| <p><i>The School ID is: hanoverhs (all lowercase and one word)</i></p> <p>Complete each of the fields and if the student is under 18 years of age, select "Register as a Parent."</p> <p><i>continued on next page</i></p> |  |

|  |  |                      |                      |              |                          |                  |                          |
|--|--|----------------------|----------------------|--------------|--------------------------|------------------|--------------------------|
| <p>Your request to join SportsWare will then be sent to the Athletic Trainer for review.</p> <p>Please be aware this may take up to 48 hours.</p>  | <p><b>www.swol123.net says</b></p> <p>Your information has been saved.</p> <p>After your Athletic Trainer accepts your request to join SportsWare, you will receive an e-mail to set up your password.</p> <p>If you have any questions, please contact your Athletic Trainer.</p> <p>OK</p>                                 |                      |                      |              |                          |                  |                          |
| <p>Once your request is accepted you will receive an email with the subject <i>"SportsWare OnLine Password Request"</i>.</p> <p>Open the e-mail and select the provided link to create a password.</p> | <p>RESET PASSWORD</p> <p>Save</p> <table><tr><td>Online Access e-Mail</td><td><input type="text"/></td></tr><tr><td>New Password</td><td><input type="password"/></td></tr><tr><td>Confirm Password</td><td><input type="password"/></td></tr></table> <p>Password Requirements:<br/>Must be at least 5 characters long.</p> | Online Access e-Mail | <input type="text"/> | New Password | <input type="password"/> | Confirm Password | <input type="password"/> |
| Online Access e-Mail   | <input type="text"/>   |                      |                      |              |                          |                  |                          |
| New Password   | <input type="password"/>   |                      |                      |              |                          |                  |                          |
| Confirm Password   | <input type="password"/>   |                      |                      |              |                          |                  |                          |

## Resetting Your Password

| Instruction  | Example  |
|--|--|
| <p>Go to<br/>www.swol123.net</p>   |    |
| <p>Enter your e-mail address and click the <b>Reset Password</b> button.</p>   |   |
| <p>You will receive an e-mail with the Subject <i>"SportsWareOnLine Password Request"</i>.</p> <p>Open the e-mail and select the link to reset your password. Enter your e-mail address, new password and select the <b>Save</b> button.</p> |  |

## Updating Your Information

| Instruction   | Example   |
|---|---|
| Go to www.swol123.net   |   |
| Enter your e-mail address, password, and select the <b>Login</b> button.<br><br><i>continued on next page</i> | <p data-bbox="680 674 769 701"><b>SIGN IN</b></p> <div data-bbox="683 730 1271 871"><div><div data-bbox="703 751 760 772">e-Mail</div><div data-bbox="922 751 1208 777">parentemailaddress@gmail.com</div></div><div><div data-bbox="703 827 792 848">Password</div><div data-bbox="901 810 1247 865"></div></div></div> <div data-bbox="836 900 1117 949"><div>Login</div></div> <div data-bbox="820 980 1131 1003"><a href="#">Reset Password / Forgot Password</a></div> |

At the top left of the page are numerous side tabs. The three pertinent to registration are:








**My Info:** Update your address, emergency contact and insurance information.

**Med History:** Complete a Medical History questionnaire.

**Forms:** View/complete required paperwork. Note: SportsWare will also display *"You have # forms to complete/download."*

The required fields/forms can be accessed by selecting the title from the Menu Bar or the links in the ATHLETE PORTAL – ATHLETE.

Once the Athletic Trainer has reviewed all information, the Cleared to Play status will be updated to YES. This is not automated and may take up to 48 hours.

|   |   |
|---|---|
|  | My Info   |
|  | Med History   |
|  | COVID-19  |
|  | Forms   |
|  | Print  |
|  | Logout...   |

## ATHLETE PORTAL - PARENT

**Forms:** You have **3** form(s) to complete/download.

### Status

**Last COVID form:** N/A

Your Athlete Information is **INCOMPLETE**. Please click [here](#) to complete it.

Your Medical History is **INCOMPLETE**. Please click [here](#) to complete it.

**Game Status:**

**Practice Status:**

**Cleared To Play:** No

## Frequently Asked Questions

Can multiple student records be in the same account?

No, each student-athlete must have a separate account.

Do I need to use separate e-mail addresses for each child?

No. A parent or guardian may use the same e-mail address for multiple accounts. The only difference needed is the password.

Although I have entered all information the account is not marked as Cleared to Play. Can my child participate?

Potentially. Cleared to Play in SportsWare is not linked to registration through HHS Athletics. Cleared to Play indicates that the Athletic Trainer has reviewed all information in the account and has manually selected Cleared to Play. Participation is linked to completion of all registration items as well as to Academic Eligibility.