



AIA Coaches can follow the below steps to enter information on MaxPreps

Create a MaxPreps account and Request Access:

Visit [this link](#) to become a MaxPreps member and follow the prompts to request access -OR- email AIA/MaxPreps rep Alisa Dancer at adancer@maxpreps.com with the school & sport you need access for. You can also register and request access in the free MaxPreps app ([iOS](#) or [Android](#)).

How do I enter scores?

1. Download the [MaxPreps app](#)
2. Sign in (or create an account and request access if needed)
3. Tap the **'Following'** tab.
4. Tap your team and hit the **'Schedule'** button
5. Tap the pencil icon next to a game and enter the score
6. Press **'Update Score'**



Report scores and update rosters in the MaxPreps app

How do I enter my roster?

1. Sign into MaxPreps.com
2. Click the user icon in the upper right corner, and then click your team
3. Click on **'Roster'** in the header of your team's admin
4. Click **'+Add'** to add an athlete, or **'Quick Add'** to enter many athletes at once
5. Enter the required fields of First Name, Last Name and Grade
6. Enter the jersey numbers and positions if applicable
7. Click **'Save'**
8. Your rosters will automatically appear on MaxPreps and AZPreps365.com

How do I enter stats?

1. Sign into MaxPreps.com
2. Click the user icon in the upper right corner, and then click your team
3. Click on **'Schedule'** in the header of your team's admin
4. Click the Pencil Icon next to a Game and then **'Enter Stats'**
5. If you have entered stats in a [MaxPreps compatible stat partner](#), you can click **'Import Stats'**.
6. If you want to enter stats manually, you can begin entering stats on the available stat grid and click 'Publish & Continue' through each stat entry screen.
 - A. Stat Leaders are automatically **displayed on AZpreps365.com**

Need Help? If you have any questions please visit support.maxpreps.com for tutorials and more! You can also contact MaxPreps AIA rep Alisa Dancer at adancer@maxpreps.com.