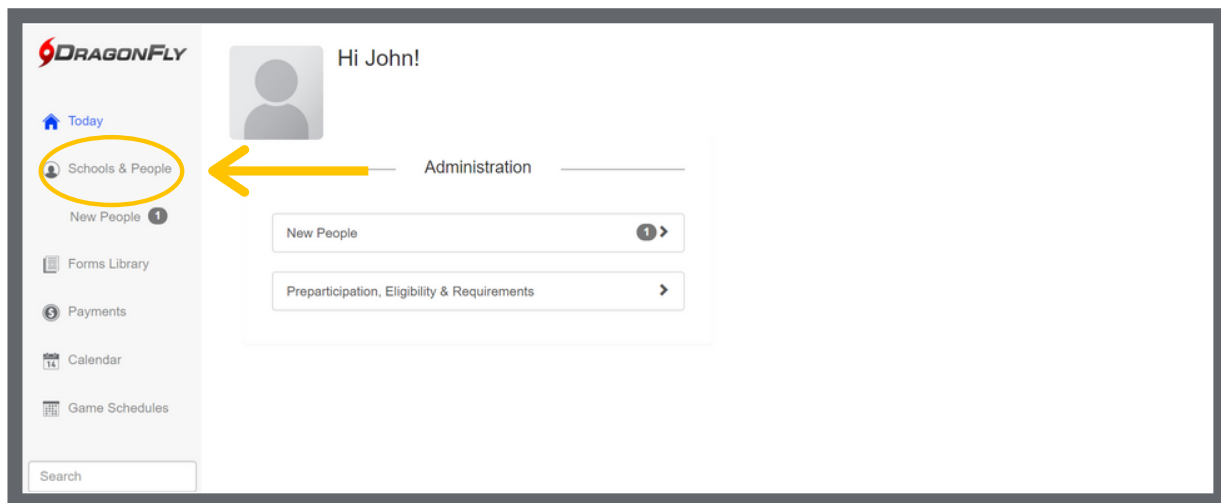




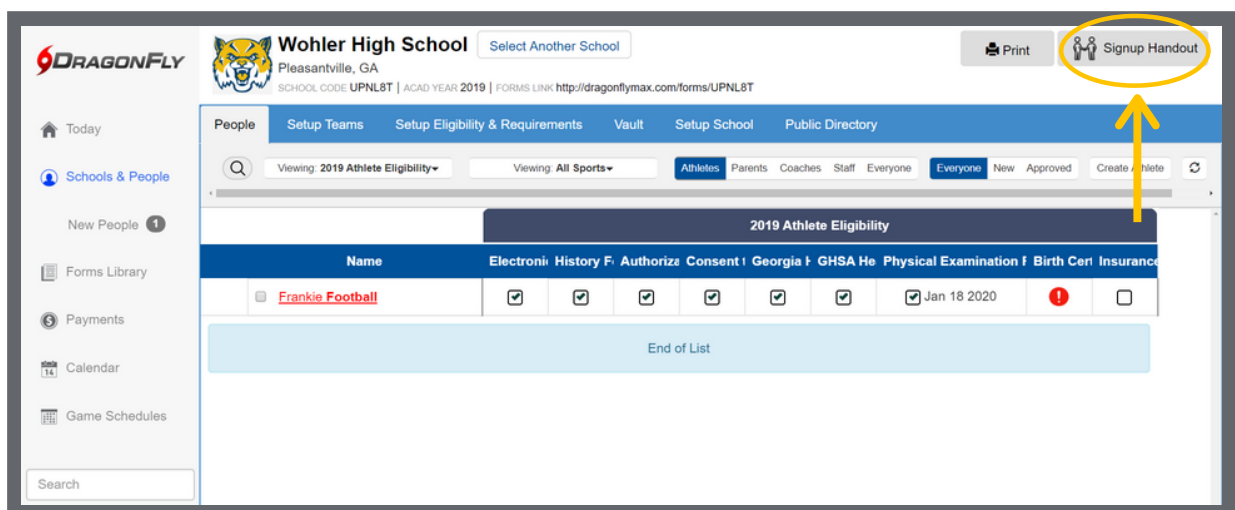
# ADD STUDENTS TO DRAGONFLY

Invite parents to add their child to DragonFly and complete your eligibility requirements.

**Step 1:** Sign in to DragonFly on your web browser and select 'Schools and People' from the left-side menu.



**Step 2:** Click the 'Signup Handout' button in the top right corner.





**Step 3:** The system will generate a PDF handout with step-by-step instructions for parents to create their account, add their child, and complete requirements. Print, email or post this handout on your website to distribute to parents.

# GET STARTED WITH DRAGONFLY



DragonFly makes sports and activities more organized with easy-to-use digital forms, health records and team communication tools.



## PARENTS & STUDENTS

- 1 Download the DragonFly MAX app from the App Store or Google Play.
- 2 Tap 'Get Started' and 'Sign Up for Free' then follow the prompts to create your Parent account with your own email address.  
*Note: please do not create an account with your child's name or contact information -- you will get the chance to add your child soon!*
- 3 Verify your account with the verification ID sent to your email address.
- 4 Tap 'Connect to your school' to select 'Parent' as your role and search for your child's school.
- 5 After selecting your child's school, tap 'Join' to request access. An administrator at your school will approve your request.
- 6 Tap 'Set up your children' and follow the prompts to add your kid(s) and fill out their participation forms.



## ATHLETIC DIRECTORS, COACHES & SCHOOL ADMINISTRATORS

- 1 Visit [dragonflymax.com](https://dragonflymax.com) and click the 'Log In/Sign Up' button.
- 2 Click 'Sign Up for Free' to create your account with your school email address.
- 3 Verify your account with the verification ID sent to your email address.
- 4 Click the 'Get Started' button to select your role and search for your school.
- 5 After selecting your school, tap 'Join' to request access. You will see a list of administrators at your school who can approve your request. If you're the first person to request access to your school, a member of the DragonFly team will verify your role and approve your request.

### PREFER TO DO THIS ON YOUR COMPUTER?

Visit [dragonflymax.com](https://dragonflymax.com) and click 'Log In/Sign Up' to get started.