

How to add a recruiting profile – step by step instructions:

1. Log into your Player First account
2. Across the tabs on the top right side, select “Athletes”
3. Under “Athletes”, click on the right facing arrow of the athlete’s profile
4. Scroll all the way to the bottom under “Additional Information”
5. You will see “Recruiting Profile”
 - a. There will be a box that reads ***Include player information in recruiting materials***, please select that box
6. Once selected, a recruiting profile will pop up
7. From here, you can fill out as much information as you would like to share
 - a. **Recruiting email** is required
8. After you fill at your information, remember to hit SAVE at the bottom
9. This information is now attached to your profile and you will not need to re-enter it. You can follow these steps if you need to add or change any information.