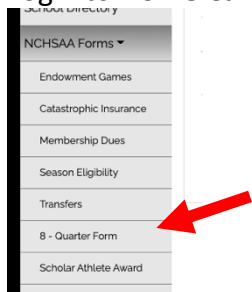
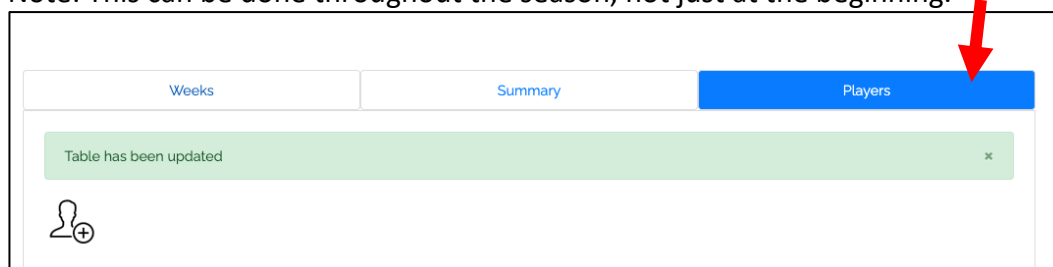


Entry for 8 Quarter Set-up and Follow-Up Form Instructions

1. Login to **Home Campus > NCHSAA Forms > Eight Quarter Form**



2. The first step is to add your players for the season. Click on the **Players** tab.
Note: This can be done throughout the season, not just at the beginning.



NOTE: 1A/2A schools are allowed 10 players and 3A/4A schools are allowed 5 players.

3. Enter in your player's information and hit **Save** after each one.

A screenshot of the 'Eight Quarter Follow-Up Form' showing the 'Players' tab. The form is titled 'Player Information:' and contains the following fields: 'First Name:' (Russell), 'Last Name:' (Wilson), 'Jersey Number:' (3), 'Year:' (9), and 'First Week Dressed:' (1). The 'First Week Dressed:' field has a dropdown menu open showing options 1 through 6, with option 1 selected. At the bottom of the form, there are 'Go Back' and 'Save' buttons.

4. Once you've entered in the players, you will see this screen. All player profiles can be edited throughout the season.

Eight Quarter Follow-Up Form

Weeks
Summary
Players

Table has been updated ✕

Student Name	Jersey Number	Year	First Week Dressed for Both	Status	
Tom Brady	12	9	1	Active	
Patrick Mahomes	10	10	1	Active	
Russell Wilson	3	9	1	Active	

5. The follow-up for the games will be done in the **Weeks** tab. You will provide the appropriate information for each player each week. All fields are required so have the student-athlete's pre-participation form available for upload.

Weeks
Summary
Players

Note: Make sure you add your players first by clicking on the "Players" tab

Week 1

Player	Did they dress for both?	Quarters Played	Injured?	Pre-participation Upload
Tom Brady	<input type="radio"/> Yes <input checked="" type="radio"/> No			
Patrick Mahomes	<input checked="" type="radio"/> Yes <input type="radio"/> No	<div style="border: 1px solid #ccc; padding: 2px 5px; display: inline-block;">1</div>	<input type="radio"/> Yes <input checked="" type="radio"/> No	<div style="border: 1px solid #ccc; padding: 2px 5px; display: inline-block;">Choose File</div> No file chosen
Russell Wilson	<input type="radio"/> Yes <input checked="" type="radio"/> No			

☒ By clicking Verified for a game, you certify that the information has been verified by the Athletic Director. Double check the information before clicking "Verify", after you verify you can not edit this weeks information.

Verify

NOTE: Once you click **Verify** the information is locked and cannot be edited, so be sure the information is correct. If an error does happen, just let NCHSAA know and we can correct it on our end.

6. After you've entered in the week's information and click **Verify** you will go to the **Summary** screen. It shows the running balance of quarters remaining for each player.

Weeks

Summary

Players

Player	W 1	W 2	W 3	W 4	W 5	W 6	Used	Remaining
Tom Brady	0						0	8
Patrick Mahomes	1						1	7
Russell Wilson	0						0	8