



iPhone Users

Instructions for the tech-savvy:

- 1) Download **Team App**  for free from the App Store on your iPhone.
- 2) Set up an account and follow the instructions until your account is complete.
- 3) Sign into the app and search “**team chipps**” to find your team.
- 4) Click “Become a member of this team” to request full access to the “**Team Chipps**” team.
- 5) Please select whether you’re a “Dancer” or “Parent”. Click “Continue”. Type in the dancer’s first and last name in the field provided, as we may not recognize the names of relatives who request access to the app.
- 6) Wait for your access to be granted and then enjoy!

Instructions for the not-so-tech-savvy:

- 1) Open the App Store  on your iPhone.
- 2) Click **Search**  at the bottom.
- 3) Type “**team app**” in the search field and click **Search**. 
- 4) Click “**GET**”  next to the **Team App** logo. 
- 5) Click “**INSTALL**”. (This app is free, so you will not be charged anything for downloading).
- 6) Exit the App Store and wait a few moments for the app to download.
- 7) Click the **Team App** logo  on your iPhone’s home screen. Keep in mind you might have to swipe from right to left to find it.
- 8) A box may pop up asking if you’d like **Team App** to send you notifications. That means each time **Team Chipps** adds new information to the app, an alert will pop up on your phone. We recommend that you click “**Allow**”. Keep in mind you can always change this later.
- 9) Click the “**SIGN UP**” button.
- 10) Fill out the account information. You will need to create your own password for the app, so make it something you’ll remember. Please note that only the fields marked with an asterisk (*) are required.
- 11) Scroll down to the “**Terms of Service**” section and click “**Please agree...**”.

- 12) Click "[I agree to the Terms of Service](#)".
- 13) Click "Submit" in the top right corner.
- 14) Sign into your email account on your computer or phone and open the email with the subject "Team App – Registration Confirmation".
- 15) Click the "Confirm Registration" button.
- 16) If you used your computer to open your email, then go back to your phone. Click the Team App logo  on your iPhone's home screen.
- 17) Click the "LOG IN" button.
- 18) Enter the email address and password that you just set up in step 10.
- 19) Click "Submit" in the top right corner.
- 20) Click "OK".
- 21) Click "[Search for your team](#)".
- 22) Find your team by searching "[team chipps](#)".
- 23) Then you should see "Team Chipps" with our  logo. Click on it.
- 24) Click "Become a member of this team" located at the top above our logo in order to request full access. (Certain documents are available to the public, however most information will only be available to members, so you should definitely follow this step).
- 25) Please select whether you're a "Dancer" or "Parent". The button next to your association should turn green. Click "Continue" at the top right corner of the screen.
- 26) Click "OK".
- 27) Type in the dancer's first and last name in the field provided, as we may not recognize the names of relatives who request access to the app.
- 28) Click "Send" in the top right corner of the screen. (At some point, you may be asked if the app can have access to your location. Just select "No", as there is no benefit to this).
- 29) Wait for notification that your access has been granted. This could take a few moments or a few days. (If you chose not to receive notifications in step 8, you may not receive an alert and should therefore check the app sporadically until you see that your access has been granted).
- 30) Finally, explore and enjoy the Team Chipps app with ease!