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Role(s): Staff

Module: My Clipboard

## How To: Add a team to your teams section within the My Clipboard module

## **INTRODUCTION**

This article describes how to add a team to the Teams section within the My Clipboard module. This includes teams that you may or may not manage.

## **STEPS**

- Access the WatchMeGoPro™ home page via the following URL: www.WatchMeGoPro.com
- Enter your email address in the Email field
- Enter your password in the Password field
- Click the Log In button
- Click the My Clipboard menu item
- Click the Teams tab
- Click the Edit Teams button
- Click the Add a Team button
- Select the respective state from the State: drop down field
- Enter a portion of the respective team's name in the Team Name: field
- Click the Search button
- Locate the respective team in the search results and click the Select button
- Click the Done button