



LEGACY CENTER
— SPORTS COMPLEX —

User Accounts & Registration Guide

Welcome to the Legacy Family and thank you for your participation with our facility. This guide was created to better explain our three User Account systems that have been implemented for your benefit and overall experience. Please read your applicable Account Creation section through completion to have a better understanding of how to operate and create your user account.

TYPES OF USER ACCOUNTS:

Max Galaxy Portal:

Used for Registration and Payment Processing

Max Galaxy is Legacy Center's registration system that is used for any type of Camp, Clinic, League, or Individual registration/sign up for facility programming. This system intakes and processes payments for these programs and is your main point of contact for participating at the Legacy Center.



PLEASE PROCEED TO [PAGE 2](#) FOR ACCOUNT CREATION WALK THROUGH

Sports Engine Team Portal:

Used for Club/Team Communication

The Sports Engine Team Portal is used for team communication for any [tryout based Legacy club team](#). Sports Engine hosts specific Sport Organization information such as program dates, events and has individual Team Pages. This is your direct line of communication to your coach and updates pertaining to your team.

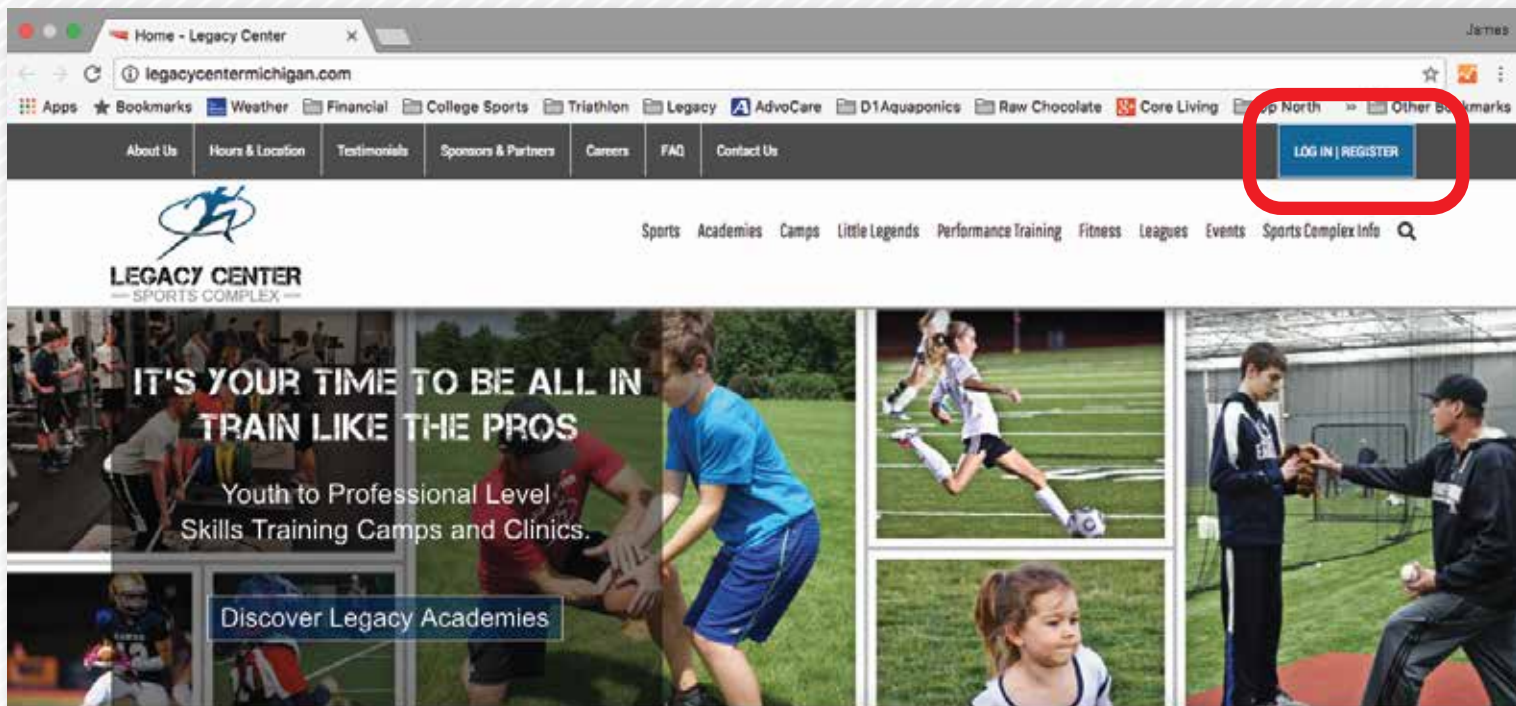


PLEASE PROCEED TO [PAGE 4](#) FOR ACCOUNT CREATION WALK THROUGH

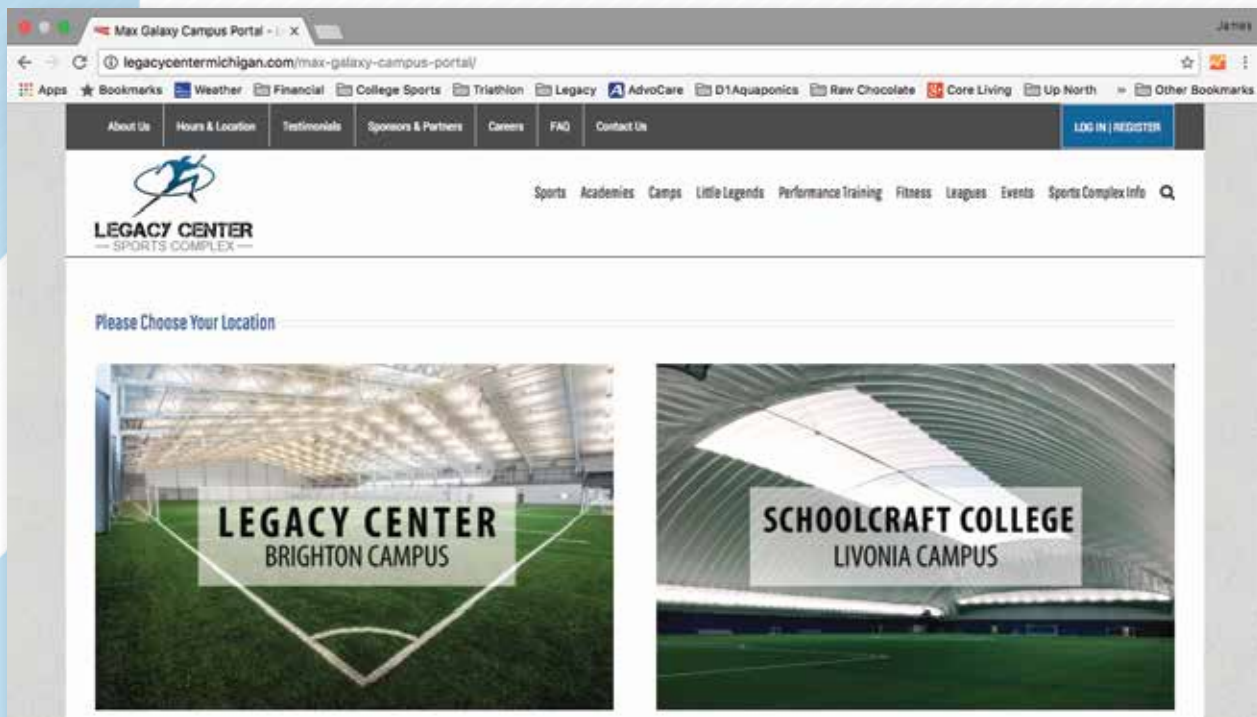
www.LegacyCenterMichigan.com

MAX GALAXY PORTAL ACCOUNT CREATION WALK THROUGH

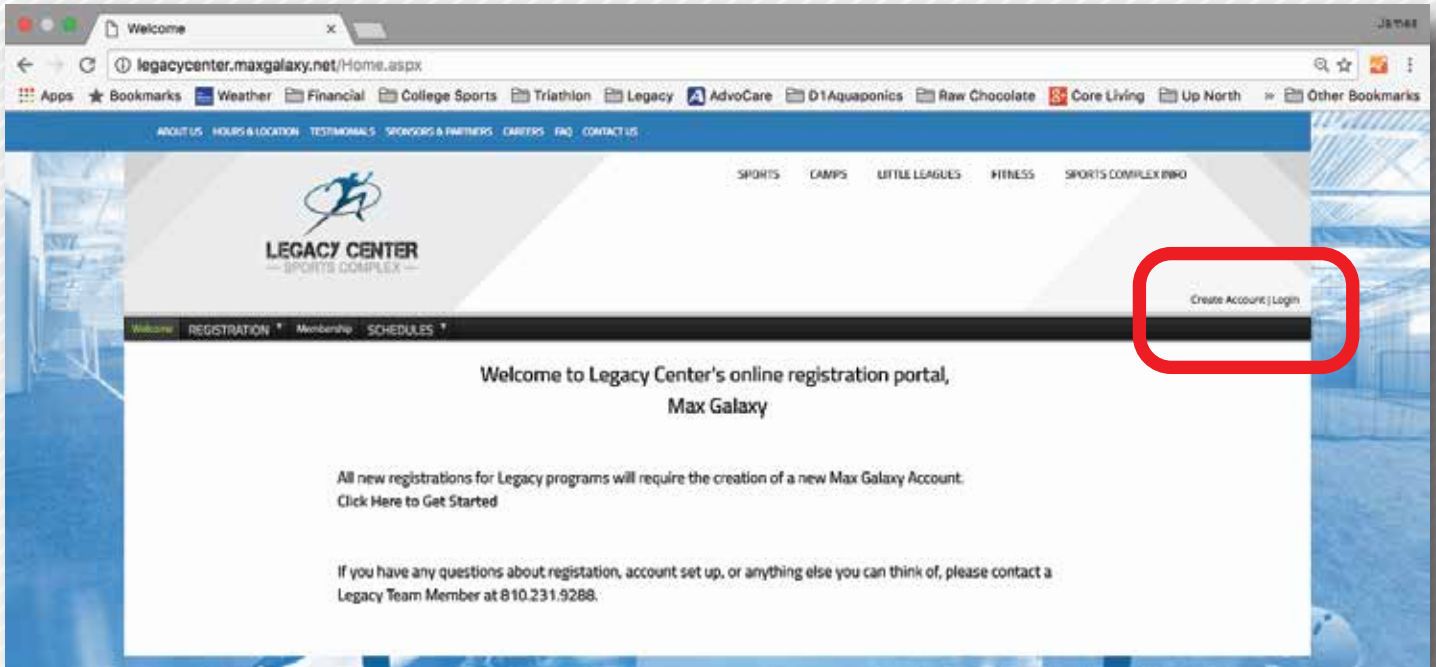
Visit www.LegacyCenterMichigan.com
Click "LOG IN | REGISTER" Button located in the Top Right-Hand Corner of the page



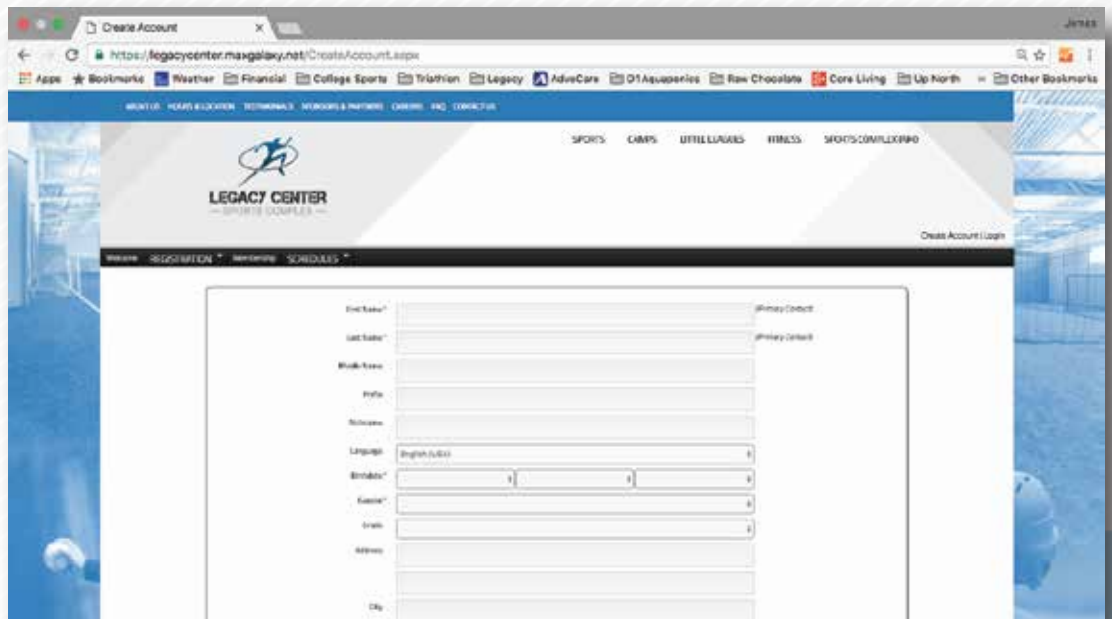
Select Your Location
Note: For all Club Sport Payments, please select Legacy Center - Brighton Campus



After selecting your location, you will now be directed to the Max Galaxy Portal
Click "Create Account" Button located in the Top Mid Right-Hand Corner of the page



You will now be prompted to fill in your account information



Create Account | Login

First Name*

Last Name*

Phone*

Address*

City*

State*

Country*

Primary Contact*

Primary Contact*

IMPORTANT:
Please create account as yourself
and then
Add your child for whom you'd like
to register at the bottom of the
page



Family Member*

EMAIL*

PASSWORD*

VERIFY PASSWORD*

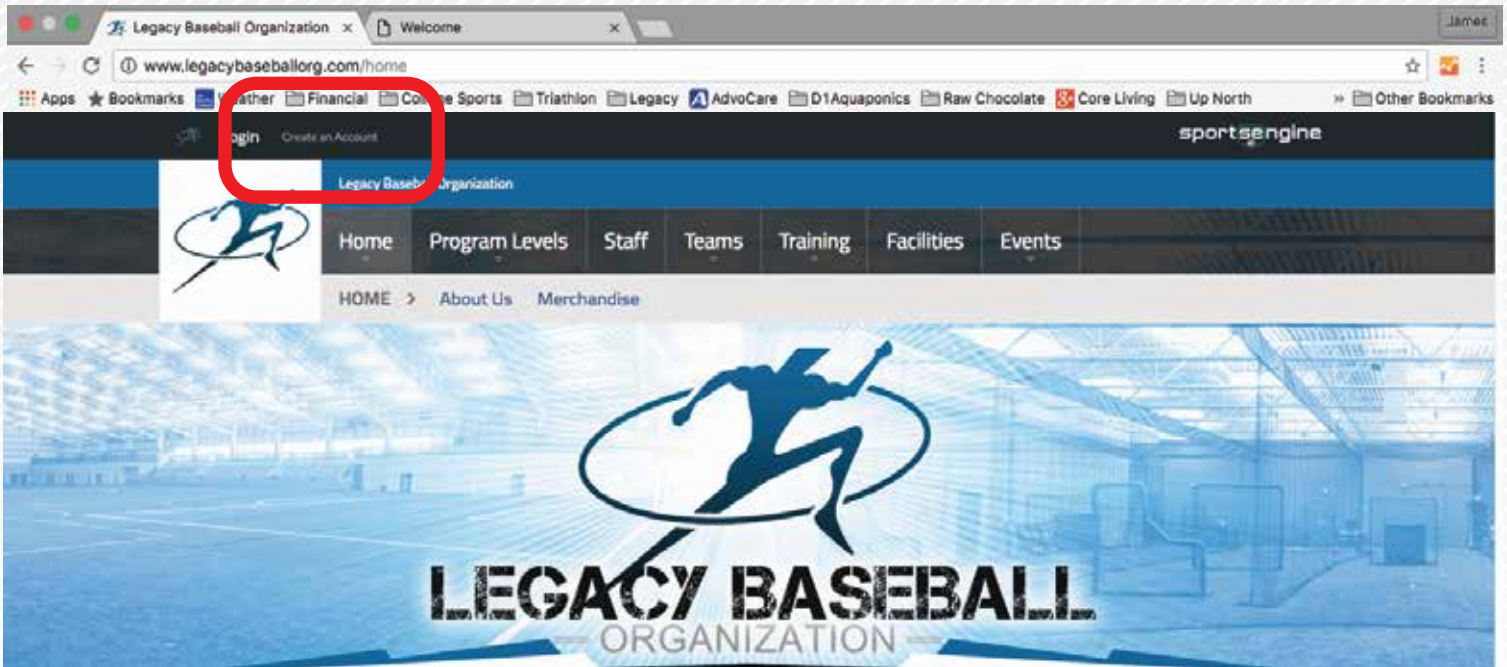
Family Member*

Submit Cancel

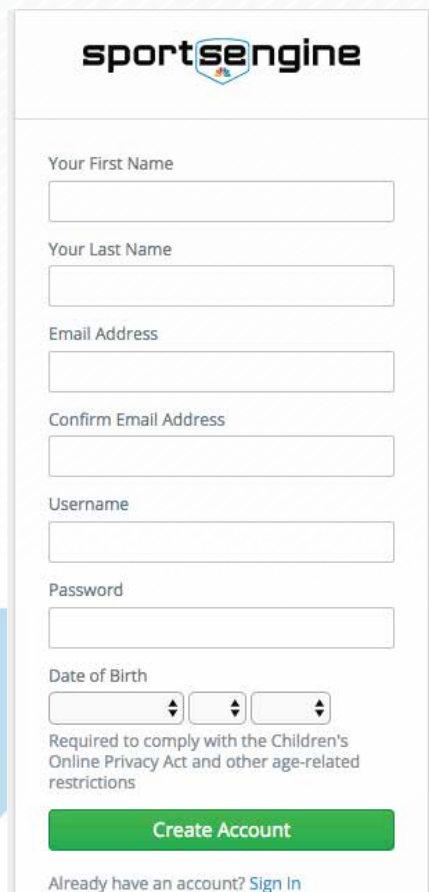
Select Submit and your Max Galaxy Account is now created!

SPORTS ENGINE TEAM PORTAL ACCOUNT CREATION WALK THROUGH

Visit your appropriate Club Sport Website
Select "Create an Account" located in the Upper Left Corner of the website



You will now be prompted to fill in your account information



The screenshot shows the account creation form on the sportseengine website. The form includes the following fields and options:

- Your First Name:
- Your Last Name:
- Email Address:
- Confirm Email Address:
- Username:
- Password:
- Date of Birth:
- Required to comply with the Children's Online Privacy Act and other age-related restrictions
-
- Already have an account? [Sign In](#)

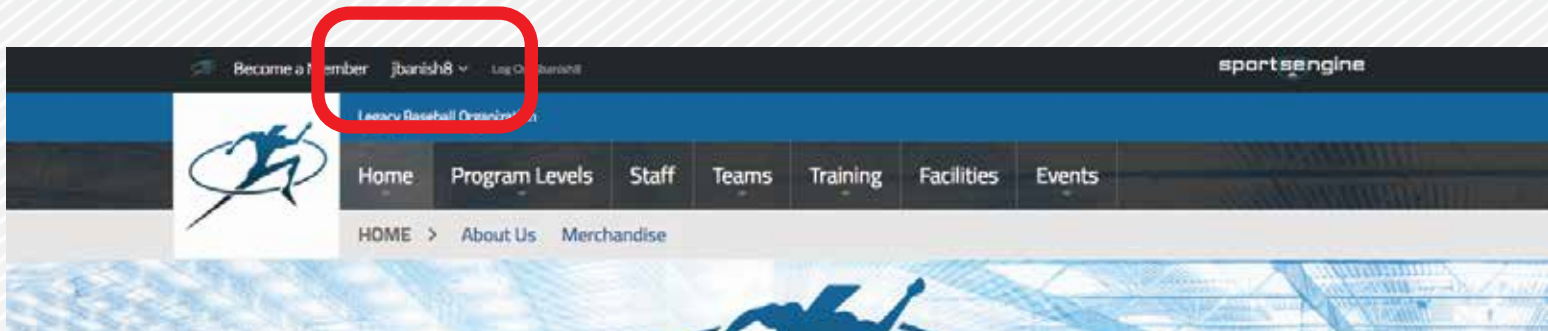
Select "Create Account"
Check you email inbox for a verification email

Select the link in your email to verify your account

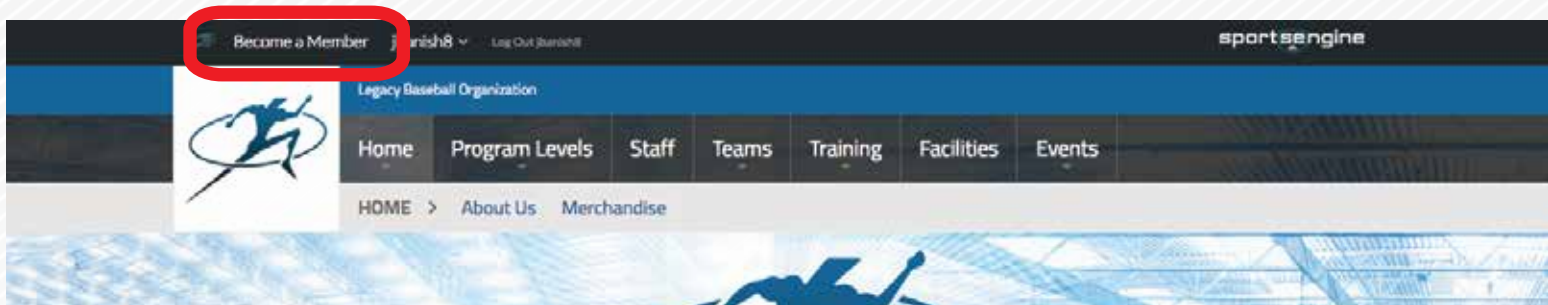
Visit the Club Website
Homepage again

You will now see that you are logged into your new Sports Engine Account by seeing your user name in the Upper Left Corner of the website

Note: Some browsers may ask you to login your account. Click the Login button located in the Upper Left Corner of the page to do so.

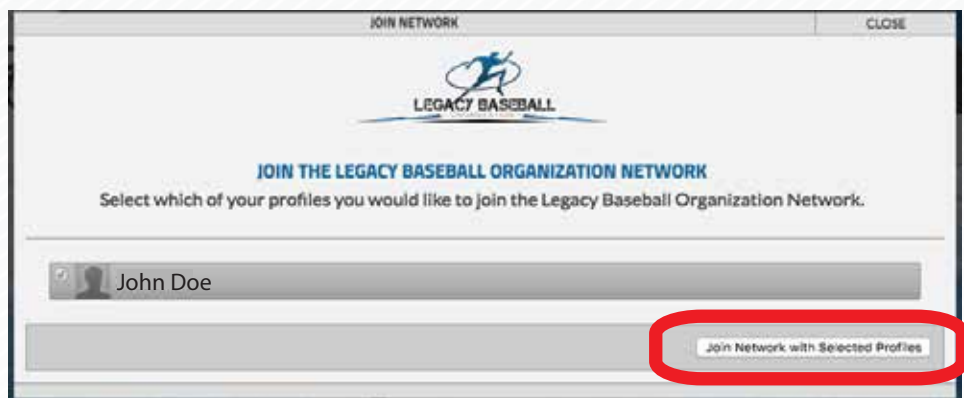


Now that you are logged in, select "Become a Member" located in the Upper Left Corner of the website next to your user name



You will now be asked to verify that you'd like to join the organization's website

Select "Join Network with Selected Profiles"



A yellow box will verify that you've successfully joined the website.



For additional information, please visit:

www.LegacyCenterMichigan.com/FAQ