

## Directions for On-line Forms

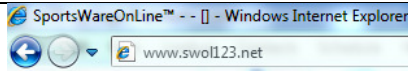

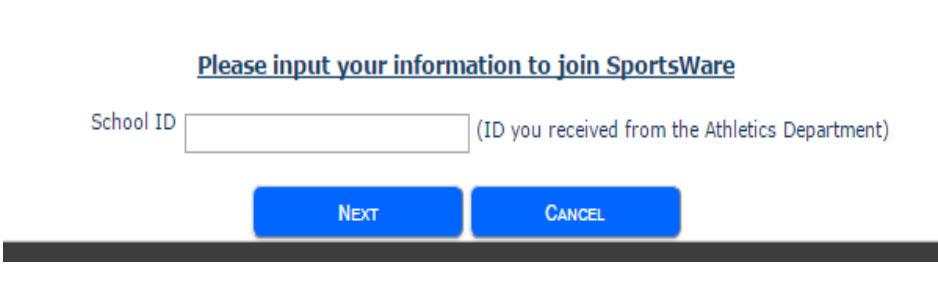
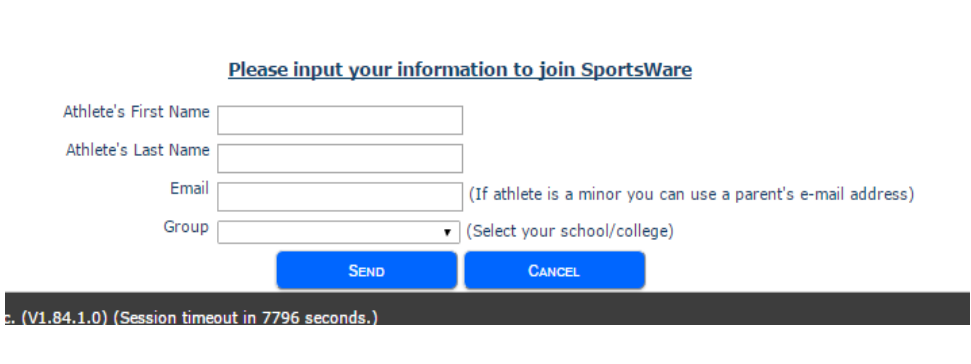
If your son/daughter will be participating in Athletics, Band, Cheerleading, Drill Team, ROTC, or TWHS sponsored club sports; they are required to have a completed physical on file in the Athletic Training Room at The Woodlands High School.

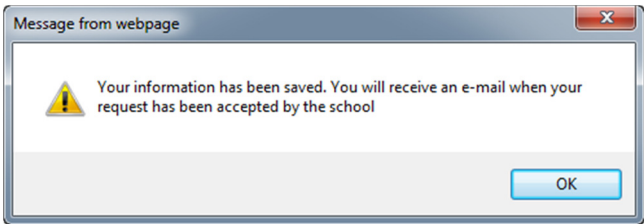
All students participating in the above listed UIL activities will need to complete the UIL required forms online. The student will also need to get a physical, and turn the form into the Athletic Training Room.

To expedite this process, Highlander Sports Medicine will use an online data entry program called SportsWare. All data must be entered by a parent or legal guardian of the student.

To complete the online paperwork please follow the steps below:

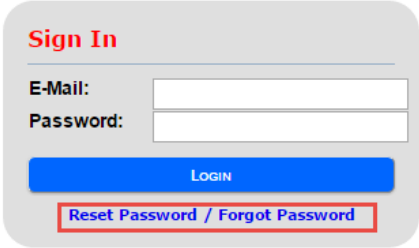

### JOINING SPORTSWARE ONLINE:

|   |  |
|---|--|
| <p>Go to <a href="http://www.swol123.net">www.swol123.net</a>.</p>  |    |
| <p>Scroll to the middle of the screen and click the <b>Join SportsWare</b> button.<br/>(This button is located on the right side of the screen)</p>   |    |
| <p>Enter your School ID</p> <p><b><i>The school ID is: Conroe ISD.</i></b><br/><i>This is required to join the correct school district.</i></p>   |   |
| <ul style="list-style-type: none"> <li>• Enter athlete's first and last name</li> <li>• Enter parents email address.</li> <li>• Select athlete's group (school name)</li> <li>• Click the Send button.</li> </ul> |  |


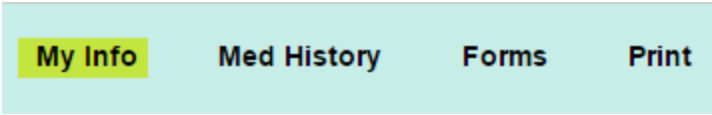
|  |  |
|--|--|
| <p>Your request to join SportsWare will then be sent to the Athletic Trainer for review.</p> |  |
|--|--|

Once we accept your request, you will receive an email with the subject "SportsWare request accepted". Open the email and click the [www.swol123.net](http://www.swol123.net) link to continue. Please check your spam folder if confirmation has not been received within a timely manner.

## SETTING YOUR PASSWORD:

|  |  |
|--|--|
| <p>Enter your Email Address and click the <b>Reset Password</b> button.</p>  |  |
| <p>You will receive an e-mail with the Subject “SportsWareOnLine Password Request”.</p> <p>Open the e-mail and click on the link with the name of the student you are setting up. Enter your e-mail address, new password and click the <b>Save</b> button.</p> <p><i>*If you have multiple students at The Woodlands High School, you will need to create a login for each student. You can use the same email for each student, but will need a different password.*</i></p> |  |

## UPDATING YOUR INFORMATION:

|   |  |
|---|--|
| <p>Enter your Email Address and password, then click the <b>Login</b> button.</p>   |  |
| <p><b>Select My Info:</b><br/>Complete the “General” section (top left) and the “Sports/Group” section (bottom right)</p>   |  |
| <p>Once done with My Info click <b>Save</b>, then go to <b>Forms</b>:<br/>Click the number to complete/download the forms to be completed.<br/><b>You must complete ALL highlighted fields on the forms</b></p> | <p><b>Forms</b></p> <p>You have <b>1</b> form(s) to complete/download.</p>           |

Thank you for your prompt help. If you have any questions, please contact:

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