

GM Start of Season Checklist

Onboarding and Pre-Season Prep:

- ☐ I have been onboarded to the Fenworks Platform and set as a manager of my school page
- ☐ I have checked with my school's IT to ensure the Fenworks email domain (Fenworks.com) is unblocked
- ☐ I have joined the Fenworks Discord Server and have the coach role (message an admin if you do not have this role)
 - Turn notifications to ALL MESSAGES for the "Important Announcements" channel in the Discord for all important updates and weekly announcements
- ☐ I have read the **Season Information** and **General Rules** sections for my state (linked below) and have reviewed the rules for each game I am rostering a team for
 - South Dakota:
 - <https://fenworks.com/sd-season-information>
 - North Dakota:
 - <https://fenworks.com/nd-season-information>
 - Minnesota:
 - <https://www.mnvl.org/rule-handbook>
 - Wyoming:
 - <https://fenworks.com/wy-season-information>
 - Wisconsin:
 - <https://www.wihsea.org/titles/>
 - <https://www.wihsea.org/resources/>
- ☐ I have reviewed the resource page on the Fenworks website <https://fenworks.com/esports-resources/>

Registration Checklist:

View all our guides here: <https://fenworks.com/esports-resources/>

GM Guide:

- **PDF:** <https://fenworks.com/wp-content/uploads/2025/07/Fenworks-Platform-Onboarding-Guide.pdf>
- **Video:** <https://www.youtube.com/watch?v=t4b-hRa1Mg>
- ☐ Invite your students to the Fenworks platform
 - Confirm that your signed-up students have successfully registered on the platform.
- ☐ Add your players as members to your school page and create rosters

- ☐ Register rosters to their respective leagues. You can do so by clicking the "Not in a Season" button on the team and then selecting the correct season
- ☐ Support students as they learn how to use the Fenworks platform
- ☐ Make sure students have read and reviewed the Student Checklist.

Game Titles Testing

- ☐ Verify each game title works on lab computers or consoles
 - The lab should be tested to see if the game titles can be played online. Contact your school's IT, and give them this guide to set up your network to work with all Fenworks titles: <https://fenworks.com/wp-content/uploads/2025/09/IT-Networking-Guide.pdf>