

Liberty Middle School

DragonFlyMax

Instructions

- Go to www.dragonflypymax.com
- Click, "sign-up for free account", enter the required info
- Check your email for a code from DragonFlyMax
- Enter the code when prompted
- Click "Accept" under terms of use
- Click the "Parent" option
- Enter the school code for Liberty, **SLCKV8**
- Continue as parent, then click next
- Click "Add Child" Add each child separately if you have more than one athlete
- Enter School Code **SLCKV8**, then click "next"
- Select the Sports your child will be participating in
- Scroll down and then click "Save"
- Once you have finished adding all athletes, click "Save"
- Click "Update Medical & Demographic Info"
- 1) Player info first 2) then parent info. When you have added all contact info, click the blue "**Next**" button in the top right hand corner
- Click "Insurance Info" complete all boxes, then click the blue next button in the top right hand corner
- Click "General Info" enter all required info and then click the blue next button in the top right hand corner
- Complete all "**Heart Health**" questions and then click the blue next button in the top right hand corner
- Complete all "**Bone & Joint**" questions then click the blue next button in the top right hand corner
- Complete all the "**Medical Questions**" then click the next button in the top right hand corner. Then click the blue "**Done**" button in the top left hand corner of the page
- Next, click on the "Electronic Signature Agreement, then click "Fill out Electronically"
- Click the "I Accept" box, then type the athlete name and parent name, then click "Sign & Complete"
- Click "Consent to Disclosure", then click "Fill out Electronically" - type the athlete name & parent name, then click "Sign & Complete".
- Click "**Concussion Information**" then click "Fill out Electronically" type the athlete name & parent name, then click "Sign & Complete".
- Click "Participant Agreement, Consent, Release and Venue" In box A only list sports you **DO NOT** give your consent to play. Type the athlete name & parent name, then click "**Sign & Complete**".
- Click "**Pre-Participation Physical Exam**", click "Fill-out Electronically" answer all questions then type athlete name & parent name, then click "Sign & Complete"
- Click "**Physical Examination**" Click "**Upload the Document**" if you a copy of the back page of the physical. Make sure it has been signed and dated by a doctor and MD or DO has been circled. If the school has the athlete's physical, click "My School will complete this requirement. (The school only has the physical if it was completed at the school last May)
- Click "**Birth Certificate**" then click "upload the document". Select the birth certificate file from your computer then click upload
- Click "**NFHS Sportsmanship**" If your athlete needs to complete the course click the link to the nfhslearn sportsmanship course. Once completed you will upload a copy of the certificate. If your athlete has already completed the NFHS Sportsmanship course or the Star Sportsmanship (prior to 2017) you can upload a copy of their certificate into DragonFlyMax