

Team Unify SWIMS Athlete Roster Sync Problem Solution

Have you encountered the problem that your Team Unify athlete roster does not sync with your club roster in SWIMS? Here's how to correct that problem.

As a club that uses Team Unify, there is a feature in SWIMS that allows you to ensure your roster's information in SWIMS is syncing on the Team Unify platform.

To access this feature, log into your SWIMS account and navigate your club's roster by going to Club > My Club > Team Management > Athlete Roster.

Please see the linked document (below or click on this link) for the "How-To Steps."

<https://usaswimming.thecloudtutorialusers.com/main/articles/1696953241137>

There is a chance that once you cross check back on the Team Unify platform there are a few unlinked/un-synced athletes. Double check DOB and member ID numbers.

SWIMS should be what is reflected on your Team Unify platform. If SWIMS is correct, please check with TU on how to link/unlink a member from the roster.

Athlete Sync Feature For Vendor Rosters

Clubs (Head Coaches, Club Admins, and Club Registrars) can use the Athlete Sync Feature to ensure roster information on TeamUnify is up to date with USA Swimming's roster information in SWIMS.

To access this feature, log into your SWIMS account and navigate your club's roster by going to Club > My Club > Team Management > Athlete Roster.

Athlete Roster Sync Steps:

Step 1: Log into your account at hub.usaswimming.org and go to Club > My Club > Team Management > Athlete Roster

Profile

Team Management

Administrative

Registration

Athlete Roster

Non Athlete Roster

Staff

Staff Requirements

Reports

National Practice Data

Athlete Roster

Competition Category

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Min Age

Max Age

Practice Group

Site Group

First or Preferred Name

Last Name

Step 2: Locate the SYNC column on the right-hand side. This is the column you will use to select which athletes whose information you would like to synchronize with TeamUnify.

FILTER

CLEAR FILTER

EXPORT CURRENT ROSTER

84 Athletes

NAME	COMPETITION CATEGORY	BIRTH DATE	AGE	GOOD STANDING EXPIRATION DATE	MEMBER TYPE	ATTACH DATE	SYNC
					Premium Athlete	11/03/2021	☐
					Premium Athlete	11/17/2022	☐
					Premium Athlete	11/20/2022	☐

Step 3: Click the checkbox for each of the athletes you would like to sync and click "Sync Selected Members."

FILTER

CLEAR FILTER

EXPORT CURRENT ROSTER

SYNC SELECTED MEMBERS

84 Athletes

NAME	COMPETITION CATEGORY	BIRTH DATE	AGE	GOOD STANDING EXPIRATION DATE	MEMBER TYPE	ATTACH DATE	SYNC
					Premium Athlete	11/03/2021	☒
					Premium Athlete	11/17/2022	☒
					Premium Athlete	11/20/2022	☒

Complete! On the left side above the filters, you will see a message indicating

the number of athletes who were successfully synchronized.

Profile

Team Management

Athlete Roster

Non Athlete Roster

St

National Practice Data

Athlete Roster

3 Athletes Synced

Competition Category

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Min Age

Site Group

First or Preferred Name

FILTER

CLEAR FILTER

EXPORT CURRENT ROSTER