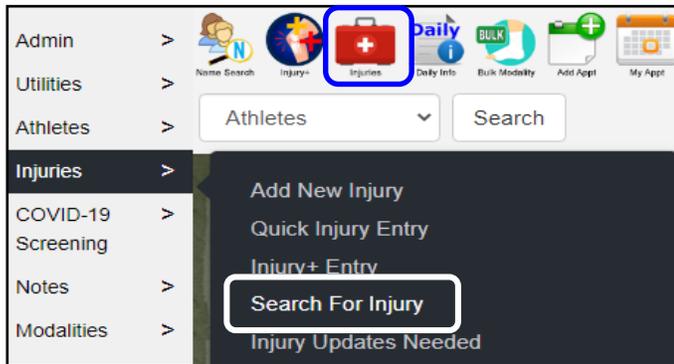# ATS— Limitations in the Staff Portal:

Adding a Limitation from the Injury:

If you did not select to add a limitation from the athlete menu, you can search for the injury from the Injury Menu, or use the red medical bag to search Injuries.

Once you get to the screen, select how you want to search and then choose the athlete form the injury list. Once the injury opens select the Limitation tab, and complete the information entry.

The screen is similar to the others for adding a limitation. The injury will be filled in for you because you selected the injury to add the limitation for.
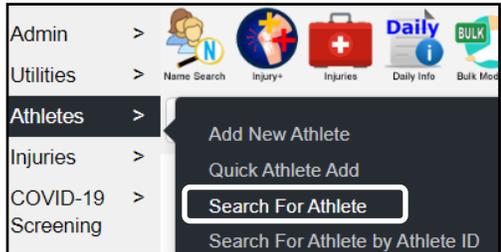
ATS— Limitations in the Staff Portal:
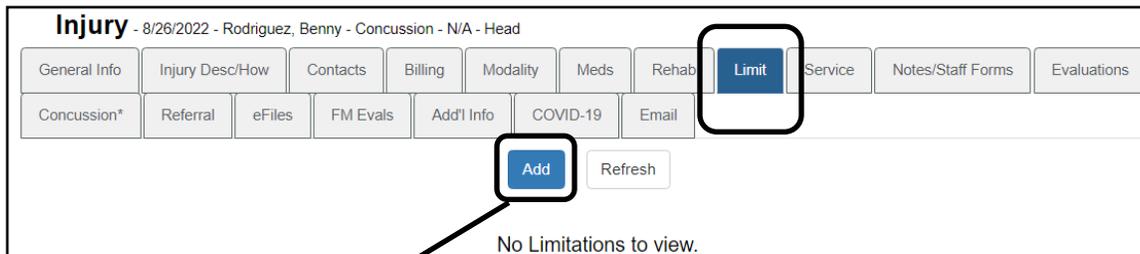
Adding a Limitation:

The ATS Staff Portal, allows you to track an athletes practice or game limitations through the Limitation screen. Limitations can be added through several screens on the portal. Limitations can be edited through the Dropdown/Popup List. Please review the help doc, should you encounter any problems adding a limitation to the selection list.

As a reminder, for limitations to show up on reports for coaches, they must be entered every day.

Adding a Limitation from the Athlete Profile:

After you have entered the injury details for the athlete, you can add a practice or game limitation. Practice/ game status should be noted with limitations not with their Athlete Status, active/inactive or injury status.

Once you get to the limitation screen, complete the required fields. These areas could vary depending on your database configuration/requirements.
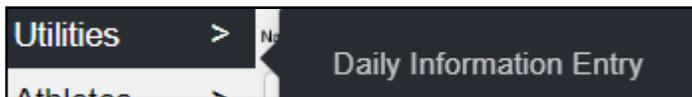
Minimum requirements are the team, athlete, the injury and the type of limitation.— again the requirements could be different in your database.
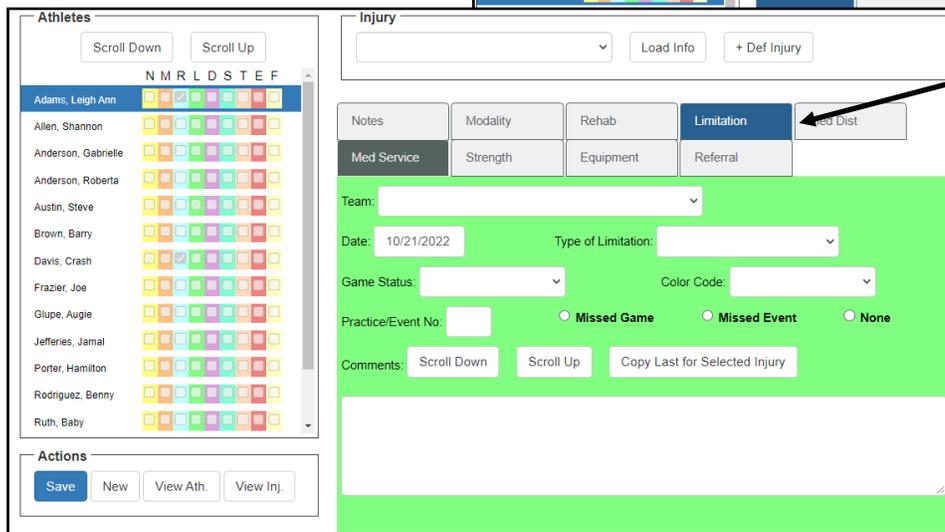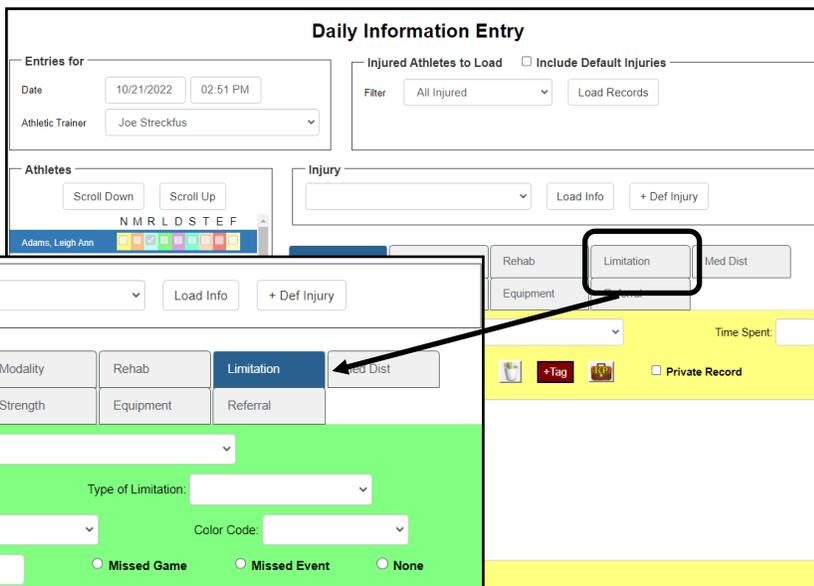
ATS— Limitations in the Staff Portal:

Entering Limitations from the Daily Information Entry:

Keeping your daily notes through the Daily Information Entry screen, also allow you the ability to add limitations without leaving the screen.
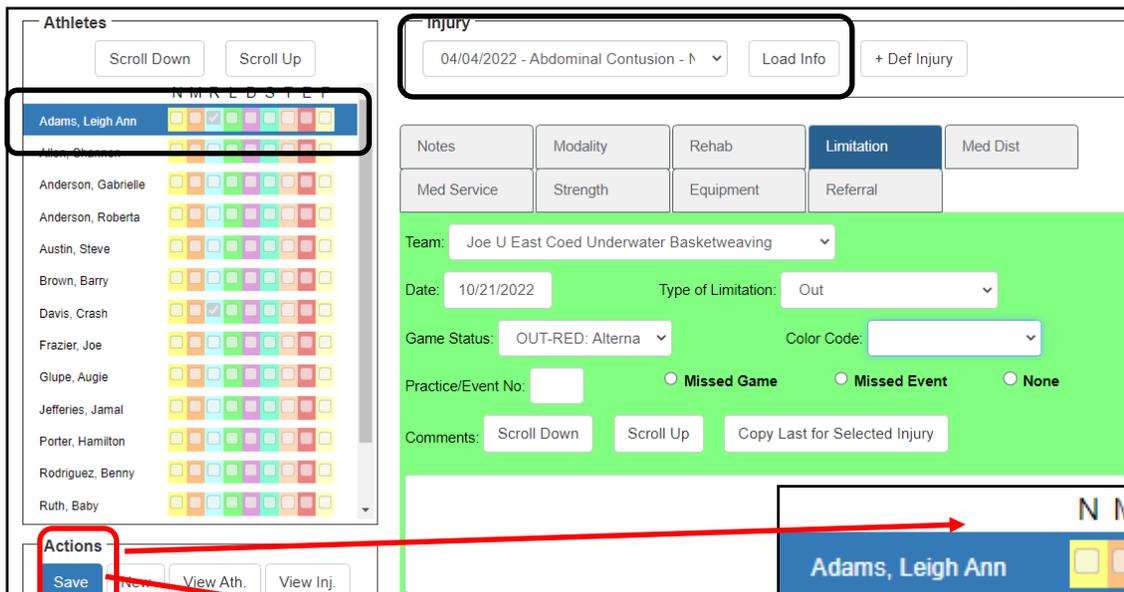
Access the Daily Information Entry Screen by either selecting the Daily Icon at the top of the page, or going through the Utilities Menu and selecting Daily Information Entry.
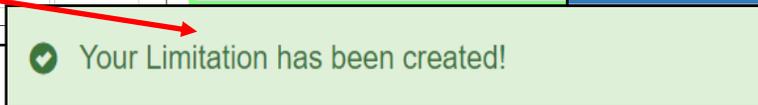

Once the Daily Info screen opens, you will see the other areas you can document in. Select the limitation tab

After you begin working on the limitations, you need to select your athlete from the list. Be sure to select the correct injury from the Injury Drop down. Select the team and fill in the required fields
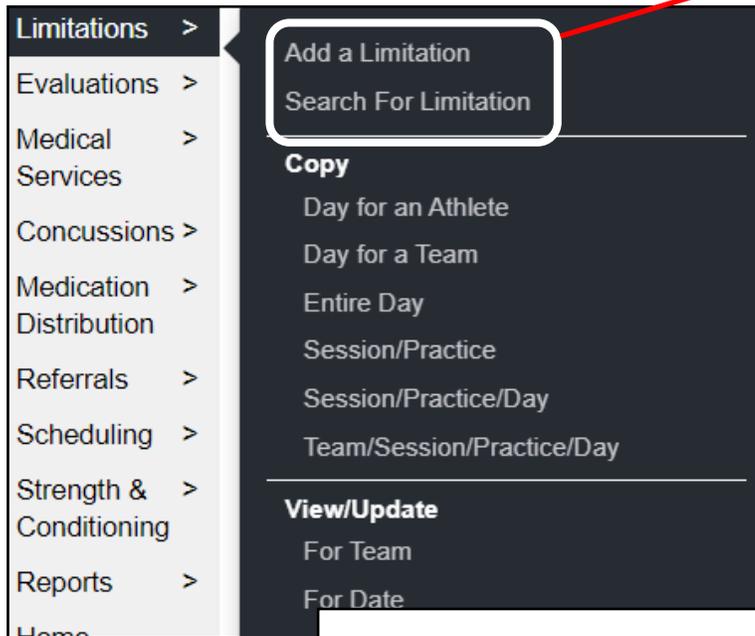

When you save the limitation you will see the check mark appear in the L column as well as the green save confirmation

Your Limitation has been created!

ATS— Limitations in the Staff Portal:

Entering Limitations from the Limitation Menu:

If you wish you can also add a new limitation or search for a limitation from the menu. It will work the exact same as the other ways outlined above.

As mentioned before, for limitations to be seen by coaches on reports, they must be entered every day. With ATS, you have the option to copy out limitations with these options. There are also many copy features on the other screens to enter as well.

In the example here, it is for copying a team limitation. Select the day you would like to copy the limitation to, could be the next day or 3 days from now. Select the team and then hit copy.

ATS— Limitations in the Staff Portal:

Copying Limitations:

In addition to copying limitations from the limitation menu, there are choices from the athelte/injury menus as well. Use the Copy or Copy+ button to add the limitations to days out, so they are able to be seen on the coaches reports/your reports. Again, if they are not entered daily they will not show up on the limitation reports.

Using the copy button, **Copy** this will allow you to copy the limitation you put in for tomorrow.

Using the Copy+ button, **Copy+** will let you select the day in advance to copy the limitation to. Useful for copying a limitation from a Friday to Monday.

To use the Copy+, highlight the limitation you want to copy in the list. Then select Copy+. You will then see the copy limitation screen appear. Either type in the date, or select from the calendar where you want to copy.

ATS— Limitations in the Staff Portal:

Report Options for Limitations:

There are several limitation report options available under the Reports menu.

Go to Reports—> #4 Injuries—> #7 Unresolved Injuries with Limitation

Your coaches also have the option of accessing and running a limitation report on their own in the Coaches Reports menu options. You also have the option of setting up a nightly batch report to go to coaches. To learn more about the nightly batch process please see the Batch Process help doc.