



1. Go to website. <http://bsnjacket.com/Orders/SchoolLibrary.aspx?schoolID=7636>
2. Click on CCS jacket
 - a. Do not change any colors on jacket
 - b. Do not click on collar, body, sleeves, etc
 - c. Do not click "next"
3. Click on edit patches
4. Click on name on jacket
 - a. Click on pencil icon
 - b. Leave color scheme (1,2,3,4) as is
 - c. Type in first name at the bottom of page
 - d. Click on finalize patch
5. Click image at bottom of page (back) so you see the back of jacket
 - a. Click on "last name" on jacket
 - b. Click on pencil icon
 - c. Leave color scheme as is
 - d. Type last name at the bottom of page
6. Click image at the bottom of the page (right) so you see right sleeve
 - a. Click on mascot
 - b. Click on your school
 - c. Click on our knight head logo
 - d. Click finalize
7. Click image at the bottom of page (left) to see left sleeve
 - a. Click on arrow next to mascot
 - b. Click on grad years
 - c. Click on 4 digit
 - d. Click on 3rd image from top
 - e. Color scheme (1-black, 2-scarlet,3-black, 4-white, 5-black, 6-white)
 - f. Click finalize
8. Optional step for jerseys numbers
 - a. You can put jersey numbers on either left or right sleeve.
 - b. Click on appropriate sleeve at the bottom of page
 - c. Click on numbers on left side
 - d. Click on font 2
 - e. Color scheme (1-black, 2-scarlet, 3-black, 4-white)
 - f. Click on finalize patch
 - g. For additional number repeat process
9. Finalize order
 - a. Change jacket size, sleeve length, and body length as needed

*Note all sports letters (pins) and bars for lettering (pins) will be purchased by athletic department.

**Note all team patches will be purchased by individual families.

***Note individual accomplishment patches will be purchased by individual families.

Individual patches

1. Go to website. <http://bsnjacket.com/Orders/SchoolLibrary.aspx?schoolID=7636>
 - a. Click on “buy individual patches” bottom right on website
 - b. All state patches will use the “state of Oklahoma” patch
 - c. All other patches will use the sport/activity patch
2. Fall sports
 - a. FB- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-scarlet, 6-black)
 - ii. Click finalize patch
 - iii. Leave size of patch as 5.5” wide and 3.5” height
 - iv. Click confirm
 - v. Type in text box at bottom
 - vi. Click place text
 - vii. For multiple lines, click on patch outside of text.
 - viii. Type in text box at bottom for next line
 - ix. Click place text
 - x. Click finalize patch 2 times
 - b. Cross country- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-white)
 - ii. Follow ii-x under football for text on patch
 - c. Cheer- 3rd image (1st megaphone)
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-white)
 - ii. Follow ii-x under football for text on patch
 - d. Dance/drill team- 3rd image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white)
 - ii. Follow ii-x under football for text on patch
 - e. Softball- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-black)
 - ii. Follow ii-x under football for text on patch
 - f. Volleyball- 3rd image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-light grey)
3. Winter sports
 - a. Basketball- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-white)
 - ii. Follow ii-x under football for text on patch
 - b. Wrestling- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-black, 5-11-white)
 - ii. Follow ii-x under football for text on patch
 - c. Athletic training- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-black)
 - ii. Follow ii-x under football for text on patch
4. Spring sports
 - a. Baseball- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-red)
 - ii. Follow ii-x under football for text on patch
 - b. Golf- 1st image is boys
 - i. golf-2nd image is girls
 - ii. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-white)
 - iii. Follow ii-x under football for text on patch
 - c. Soccer- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-black, 5-white, 6-black)

- ii. Follow ii-x under football for text on patch
- d. Tennis- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-white, 5-white, 6-white)
 - ii. Follow ii-x under football for text on patch
- e. Track- 1st image
 - i. Color scheme (1-black, 2-scarlet, 3-black, 4-black, 5-white)
 - ii. Follow ii-x under football for text on patch
- 5. Fine Arts
 - a. Art- 1st image
 - i. Color scheme (1- black, 2- scarlet, 3- black, 4- white, 5- brown, 6- vegas gold, 7- royal blue, 8- green, 9- yellow, 10- orange)
 - ii. Follow ii-x under football for text on patch
 - b. Band/Orchestra/Vocals- can choose either of the 2 options listed
 - i. For Harp with Banner: Color Scheme (1- black, 2- scarlet, 3- white, 4- black, 5-white, 6-white, 7- black)
 - ii. For Notes: Color Scheme (1- black, 2- scarlet, 3- black, 4- white)
 - iii. Follow ii-x under football for text on patch
 - c. Drama- 1st Image
 - i. Color Scheme (1- black, 2- scarlet, 3-? the rest stay as the default color, do not change)
 - iii. Follow ii-x under football for text on patch

*****State of Oklahoma patches will only be used for All-state, State runner up, or State Champions (team or individual)...

