

Memorandum

To :	Metropolitan Club Secretaries, Metropolitan Zone Reps		
Date :	9 January 2012	No :	C-12-001
From :	Daniel Gibbons		
Subject :	Reminder – Club Information Sessions		

To Metropolitan Club Secretaries,

I hope everyone has had an enjoyable break and is looking forward to the upcoming season. This is a reminder about the Club Information Sessions to be held later this week. We would strongly encourage all clubs to attend to find out some important information regarding MyFootballClub and SportingPulse.

CLUB INFORMATION SESSIONS ([More Information](#))

The following courses are being offered for 2012:

MyFootballClub Basic Course

11th January
6.00-7.30pm
Perth Soccer Club
3 Lawley St, West Perth

This is recommended for new registrars & covers:

- Overview of registration process
- MyFootballClub Basics
- Self Registration Information
- Q & A

MyFootballClub Advanced Course

12th January
6.00-7.30pm
Perth Soccer Club
3 Lawley St, West Perth

This is recommended for returning registrars & covers:

- Overview of registration process
- MyFootballClub Refresher
- Self Registration Case Study
- Q & A

SportingPulse Course

11th or 12th January
7.30-8.30pm
Perth Soccer Club
3 Lawley St, West Perth

This is recommended for SportingPulse users & covers:

- Overview of results logins and results process
- SportingPulse Basics and Configuration
- Club Website and Report Information
- Q & A

All Club Registrars are expected to complete either the Basic or Advanced MyFootballClub course. A club representative and primary Club SportingPulse administrator should also attend the SportingPulse course on either the 11th or 12th January.

Please register your attendance by emailing daniel.gibbons@footballwest.com.au

Yours faithfully,



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