Football West: Sports TG User Guide

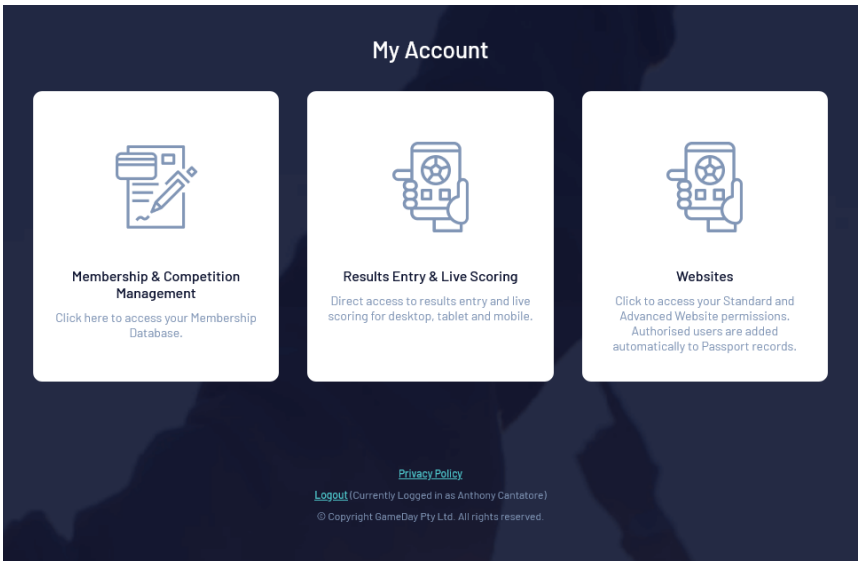
Team Selection

Getting Started

Create an account here: https://passport.sportstg.com/login/

If you have access to the club on SportsTG, select your Membership Account

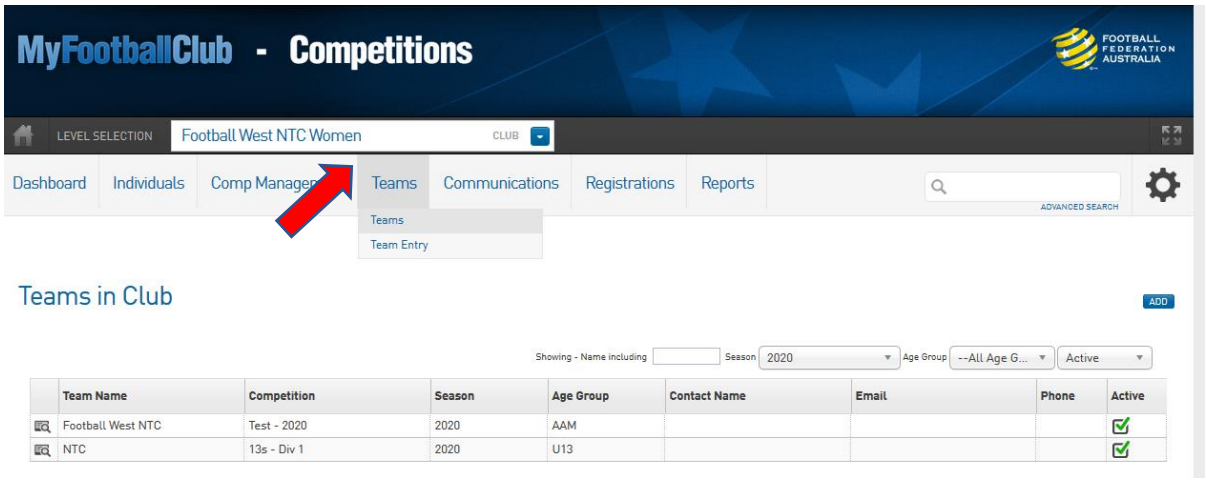
If you have access only to a specific team (not the entire club) - Login to your Sports TG Passport, and select "Results and Live Score Entry" and **please skip straight to Step 5**



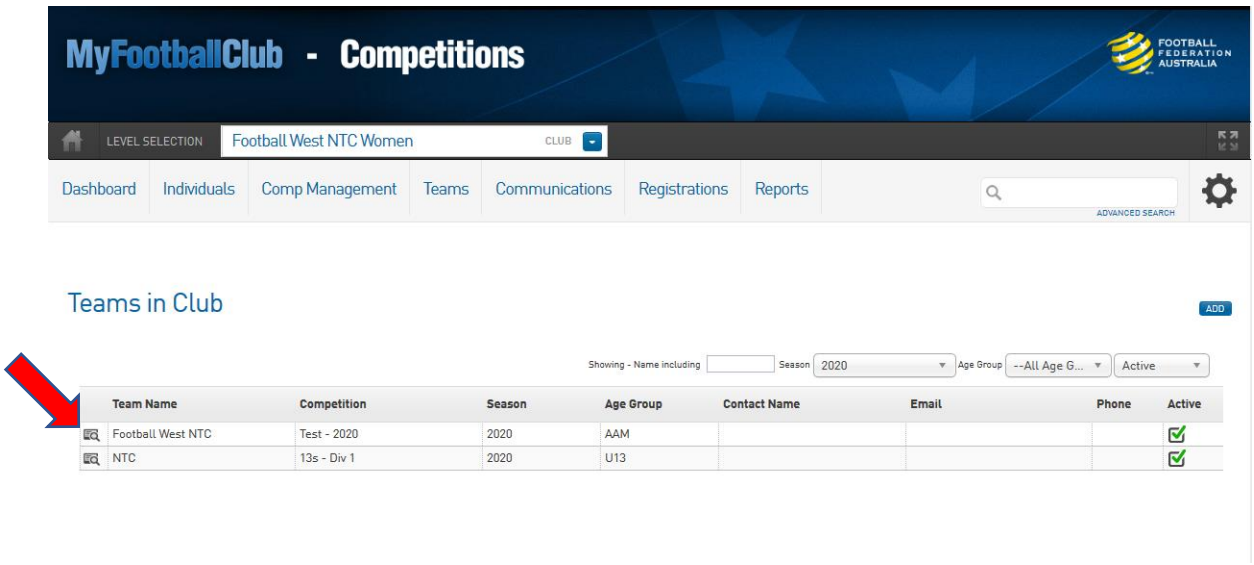
If you do not have access to your club's SportsTG account, please contact your club to grant access.

Allocating Members to a Team

Step 1 – Click "Teams" under the Teams tab

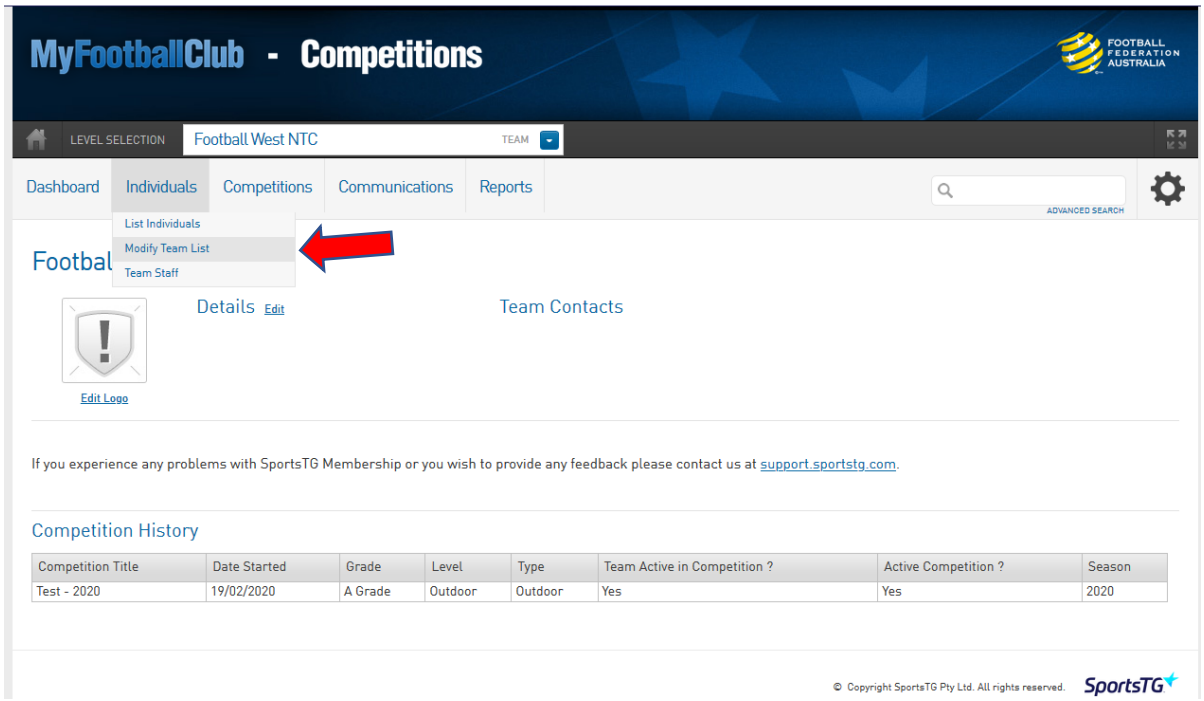


Select the team you wish to allocate members to, by clicking the icon next to the team name.



Step 2 – Modifying Team List

1. Hover cursor over ‘Individuals’
2. Click ‘Modify Team List’ to view all players registered with the club through PlayFootball and begin allocating members to each team.



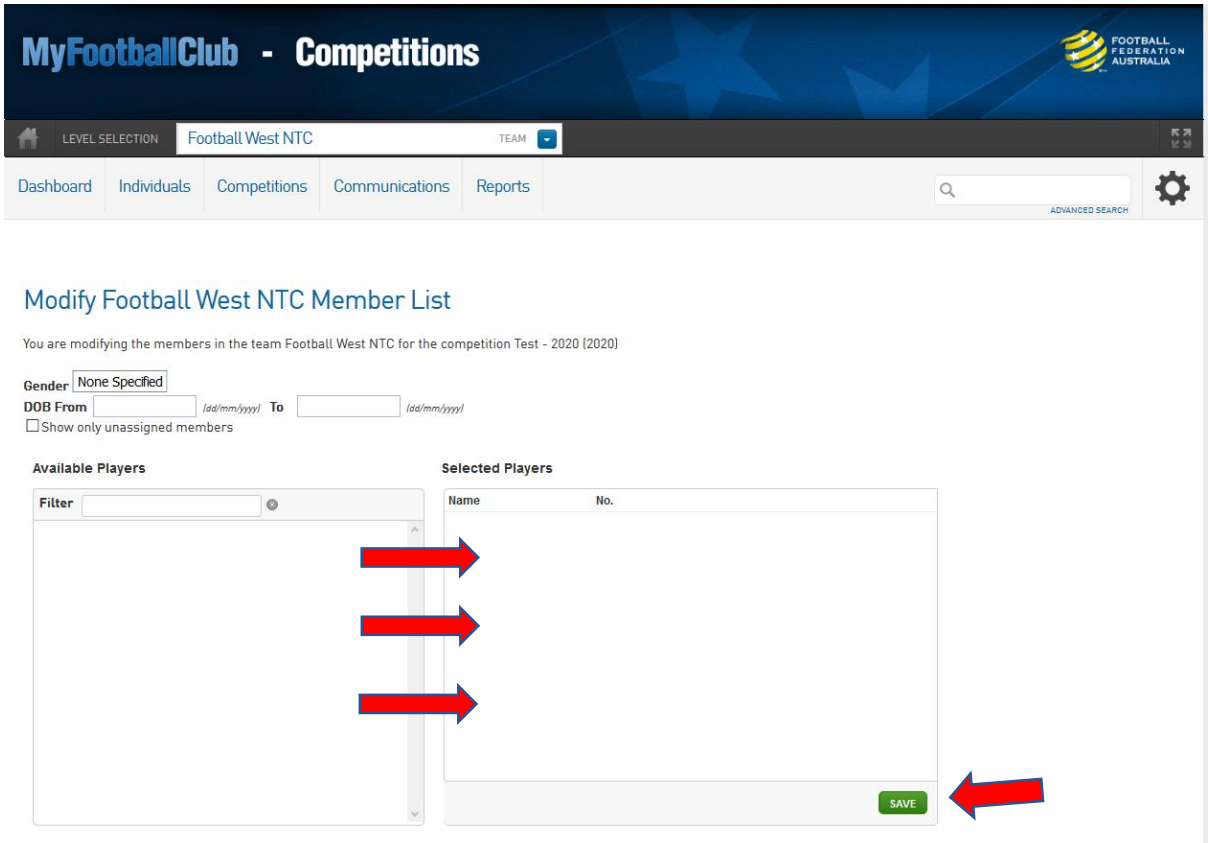
Step 3 – Selecting Individuals

The ‘Available Players’ (left-hand column) list will display all players registered through PlayFootball to the club.

Team managers can assign club members one at a time to a team by selecting players in the ‘Available Players’ list and dragging individuals into the ‘Selected Players’ list (box on the right). Alternatively, drag individuals from ‘Selected Players’ into ‘Available Players’ to withdraw players from the list.

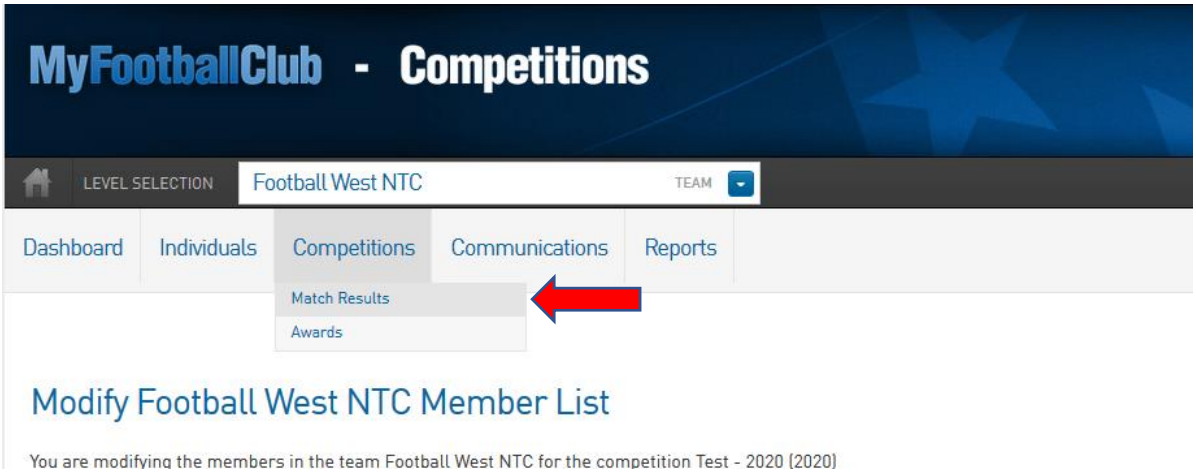
Click ‘Save’ to confirm the team list.

These details will automatically be updated to your Sports TG website, which will keep a tally of all player results that are entered throughout the season.



Step 4 – SportsTG Competitions Home Page

1. Hover cursor over the Competitions area:
    a. If in the club's homepage it will read "Comp Management"
    b. If in the team's own page, it will read "Competitions"
2. Click 'Match Results' to open a new window and proceed to find your fixture(s).



Step 5

a) – Selecting Fixtures to Enter Team Selection

To search for fixtures:

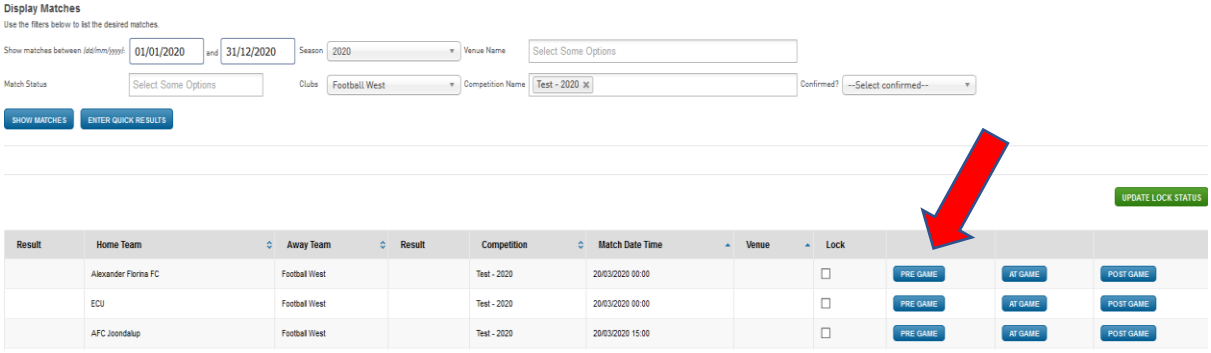
1. Show Matches between – Input a date range to find fixtures
2. Entering the fixture venue and competition name will allow Club Officials to narrow the search for specific fixtures. This can be done by:
    a. Clicking the 'Venue Name' drop down box and selecting a venue from the list OR
    b. Manually typing in the venue name (N.B. correct venue name must be entered in the search field for this method to work).

Step 5

b) – Selecting Fixture to Enter Team Selection

When you have located the fixture(s) for which you need to enter results,

1. Click ‘Pre Game’ and proceed to select players to be listed on the Official Match Record



Step 6 – Player & Team Official Selection

If you did not complete the "Modify Team List" area, you will need to select from all available club players until a club administrator with full access to the club can complete that step. After the first team sheet is complete, following team sheets can be brought over from the previous match.

1. Within 'Autoselect Players' choose one of three options:

> **No Auto Select** – no players will be auto selected and requires manual selection of players from 'Available Players' by clicking the green plus symbol next to the relevant individual.
>
> **Players who played last week** – this option will auto select those players who played in the previous fixture. Simply add/remove players to reflect the current match.
>
> **Players registered to this team** – this option will auto select players allocated to team list (outlined in Step 3). Simply add/remove players to reflect the current match

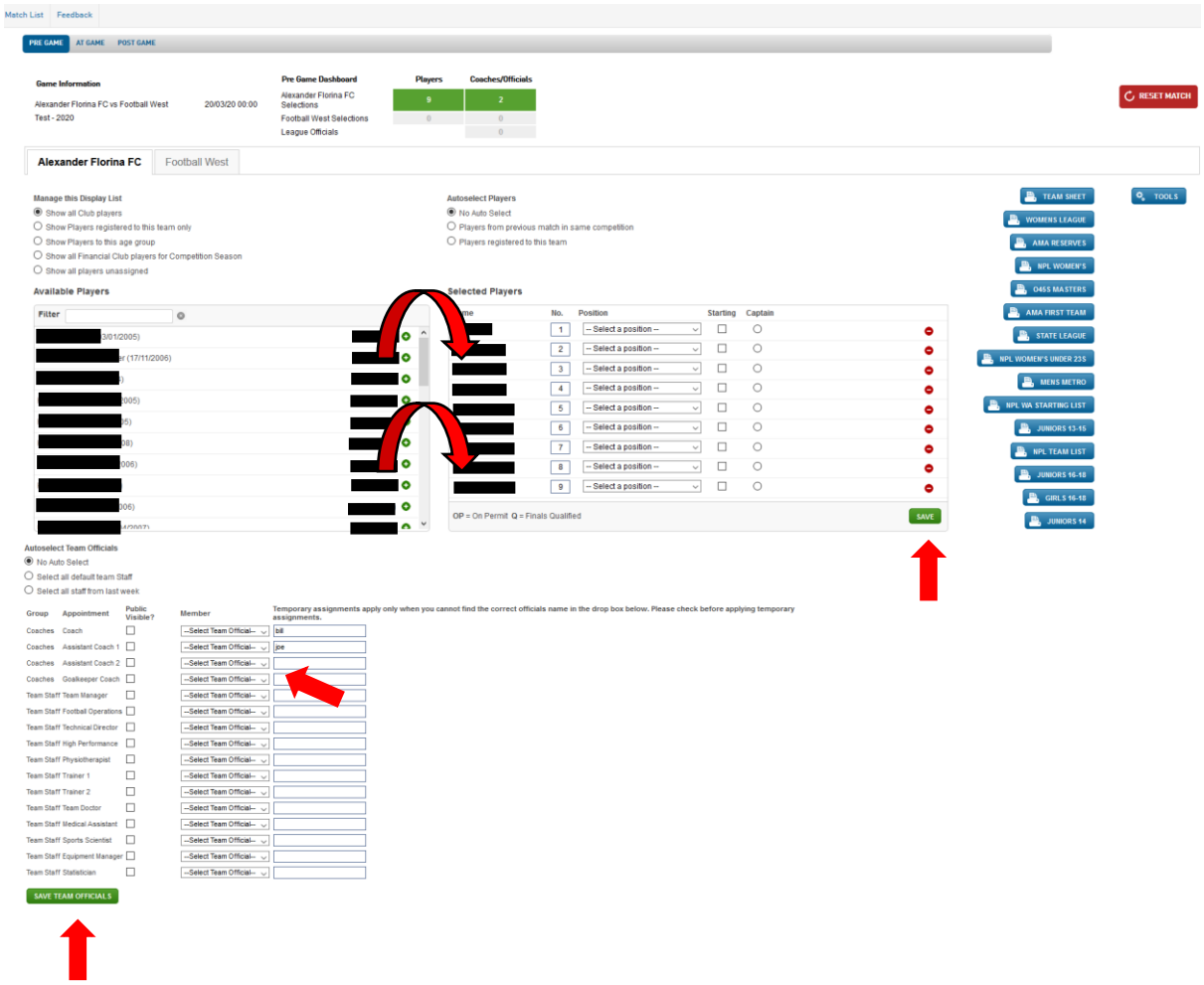
2. Clubs must confirm players and playing numbers on this page. For competitions where a certain number of overage players are permitted to be listed – indicate these players by putting an asterisk next to the shirt number.

3. Clubs must also select the Team Officials including Coach. Please select the team official via the drop-down box (team officials registered on PlayFootball will only appear in this list) or alternatively manually enter team official names in 'temporary assignments'. Click the 'Public Visible' tick box to reflect that team official in the match centre online.

At the completion of the team selection click 'Save'

At the completion of Team Official Selection, click "Save Team Officials"

Please see following page for example.


Match List
Feedback
PRE GAME
AT GAME
POST GAME
Game Information
Alexander Florina FC vs Football West
Test - 2020
20/03/20 00:00
Pre Game Dashboard
Players
Coaches/Officials
Alexander Florina FC Selections
Football West Selections
League Officials
RESET MATCH
Alexander Florina FC
Football West
Manage this Display List
Show all Club players
Show Players registered to this team only
Show Players to this age group
Show all Financial Club players for Competition Season
Show all players unassigned
Autoselect Players
No Auto Select
Players from previous match in same competition
Players registered to this team
TEAM SHEET
TOOLS
WOMENS LEAGUE
AMA RESERVES
NPL WOMEN'S
O45S MASTERS
AMA FIRST TEAM
STATE LEAGUE
NPL WOMEN'S UNDER 23S
MENS METRO
NPL WA STARTING LIST
JUNIORS 13-15
NPL TEAM LIST
JUNIORS 16-18
GIRLS 16-18
JUNIORS 14
Available Players
Filter
Selected Players
No.
Position
Starting
Captain
-- Select a position --
OP = On Permit Q = Finals Qualified
SAVE
Autoselect Team Officials
No Auto Select
Select all default team Staff
Select all staff from last week
Group
Appointment
Public Visible?
Member
Temporary assignments apply only when you cannot find the correct officials name in the drop box below. Please check before applying temporary assignments.
Coaches Coach
Coaches Assistant Coach 1
Coaches Assistant Coach 2
Coaches Goalkeeper Coach
Team Staff Team Manager
Team Staff Football Operations
Team Staff Technical Director
Team Staff High Performance
Team Staff Physiotherapist
Team Staff Trainer 1
Team Staff Trainer 2
Team Staff Team Doctor
Team Staff Medical Assistant
Team Staff Sports Scientist
Team Staff Equipment Manager
Team Staff Statistician
--Select Team Official--
bill
joe
SAVE TEAM OFFICIALS