GAMEDAY

How do I edit a Team's details from Club or Association level?

Last Modified on 23/01/2025 10:47 am AEDT

Overview

Clubs and Associations can manually edit a Team's details directly through Passport if needed, by drilling down to the relevant team record within the hierarchy.

Step-by-Step

Step 1: Go to your team list

From your dashboard, click on the **TEAMS** tab from the left-hand menu.

Step 2: Open the relevant team's dashboard

To view information within one of your teams, click the **magnifying glass** next to the specific team.

Step 3: Edit the team's details

Click **Edit** next to the 'Details' heading, then fill in the necessary details and click **UPDATE TEAM** when you're done

> **Note**: The details listed here can be changed by setting up your field configuration for teams

Watch

Your browser does not support HTML5 video.