



GAMEDAY

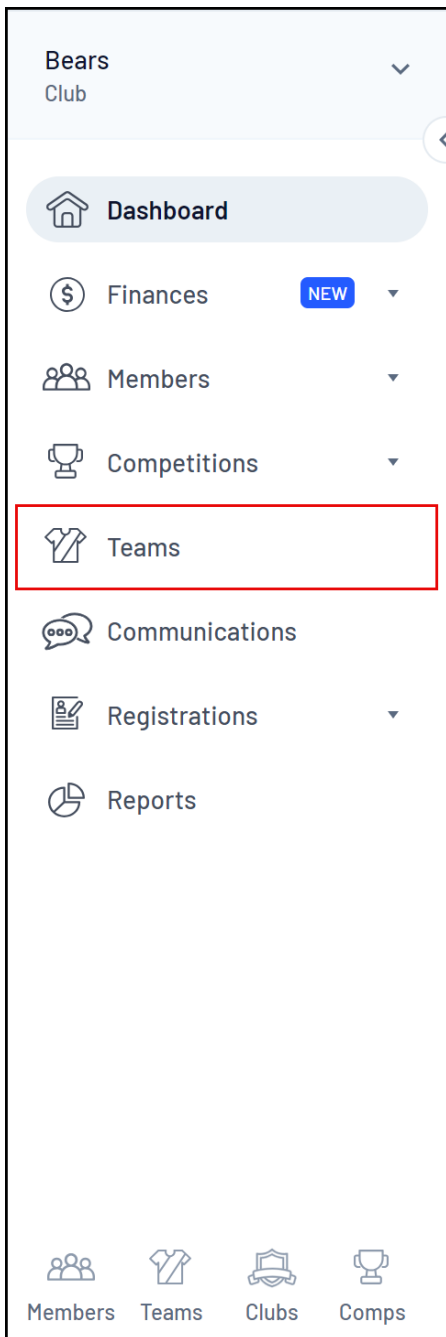
How do I assign members to Teams?

Last Modified on 27/05/2024 10:51 am AEST

Assigning Members to a Team




To assign members to a team, they must first be registered and active at both the association and club level for the current season and assigned to the same club as the team.

1. From Association or Club level, click **TEAMS** in the left-hand menu. If you are a Team-level administrator, jump straight to step 3

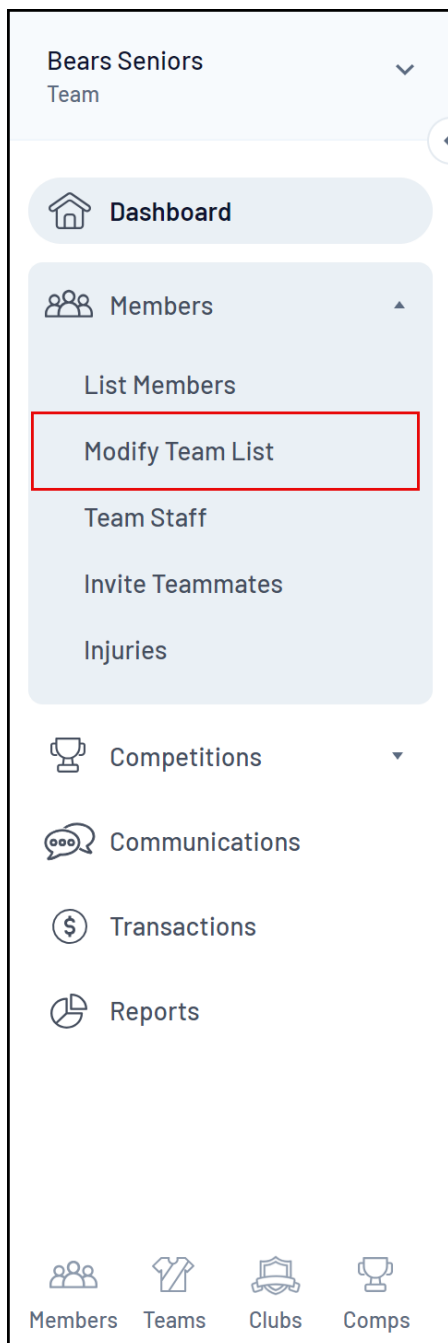


2. The list of teams will appear. Locate the team you want to assign members to, then click the **VIEW** button next to the team

The screenshot shows the 'Teams in Club' page. At the top right is an 'ADD' button. Below the title are four filter boxes: 'Showing Name Including' (empty), 'Season' (2024 Season), 'Age Group' (--All Age Gr...), and 'Status' (All). Below the filters is a table with the following data:

	Team Name	Competition	Season	Age Group	Contact Name	Email	Phone	Active
	Bears Seniors	2023 Mixed Competition	2024 Season	Age 21	John Hammond	hello@bears.com	040010...	<input checked="" type="checkbox"/>
	Bears Seniors	2023/24 Summer Competition	2024 Season	Age 10	John Hammond	hello@bears.com	040010...	<input checked="" type="checkbox"/>
	Bears Seniors	2023 Seniors Division 1	2024 Season	Age 18	John Hammond	hello@bears.com	040010...	<input checked="" type="checkbox"/>

3. On the Team record, expand the **Members** menu and select **MODIFY TEAM LIST**



4. Use the **ADD** button next to a player in the Available Players List to move them to the Selected Players List. Available players are those currently registered with the club for the current season

Modify Bears Seniors Member List

You are modifying the members in the team Bears Seniors for the competition 2023 Mixed Competition (2024 Season)

Season: 2024 Season | Gender: Mixed

Date of Birth From: DD/MM/YYYY | Date of Birth To: DD/MM/YYYY

Show only unassigned members

Save Team Selection

Available Players

Filter: Filter players... X

Bailey, Colton	(21/02/2010)	+
Burt, Eric	(26/03/1981)	+
Chase, Porter	(05/07/1996)	+
Floyd, Zia	(10/01/1981)	+
Herman, Madison	(03/03/2007)	+
Humphrey, Leo	(28/04/1998)	+
James, Taylor	(08/06/1994)	+

Selected Players

Name	
Cox, Christian	-
Evans, Rhona	-
Harrell, Donna	-
Huber, Buck	-

Help icons: ? and chat

Note: Make sure the filter is set to your association's current season to ensure the correct member list appears

5. When finished, click **SAVE TEAM SELECTION**

Save Team Selection

Available Players

Filter: Filter players... X

Humphrey, Leo	(28/04/1998)	+
James, Taylor	(08/06/1994)	+
Langley, Reece	(03/09/2006)	+
Larsen, Reece	(13/11/1991)	+
Maldonado, Ayanna	(13/07/2008)	+
Mejia, Louis	(05/08/1974)	+
Padilla, Olivia	(06/12/1970)	+
Pratt, Gil	(05/09/1972)	+
Roach, Ashton	(06/03/1998)	+

Selected Players

Name	
Bailey, Colton	-
Burt, Eric	-
Chase, Porter	-
Cox, Christian	-
Evans, Rhona	-
Floyd, Zia	-
Harrell, Donna	-
Herman, Madison	-
Huber, Buck	-

This allows you to auto-select these members in your Pre-Game Match Results page for specific matches using the **Players registered to this team** auto-select option