

## Become a Website Editor

Last Modified on 09/06/2021 11:11 am AEST

### Become a Website Editor

Before someone can become a Website Editor, they must firstly register online for a Passport (sign up [here](#)). Passport is an important process for ensuring the security of the websites.

To become the first website administrator of an association website, you must register with Passport and then contact SportsTG. Alternately, if your website already has a website editor, this person can authorise you as an additional website editor themselves.

If you are a club, you **must** contact your Association for access.

There is no limit to the number of people that can become website editors of a website.

### Club Editors

If your association has set up club and team websites, and you wish to become a club editor, you must contact the editor of your association site and provide them with your email address. They can then authorise you as a website editor of your club site.

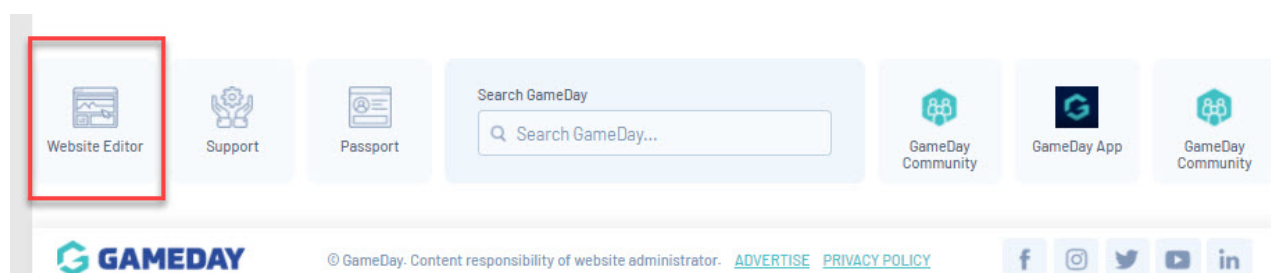
### Team Editors

To become a team editor, you must contact the editor of either your club or association site and provide them with your email address. They can then authorise you as a website editor of your team site. Both club and team editors must firstly register for a Passport before they can become website editors.

### Adding new website editors

Once someone has granted you access to a website, you can then add other administrators from the club/association as well.

1. Scroll down to the bottom of the website you need to give this administrator access to and click on the **Site Editor**.



2. Under the **Manage settings** tab, go to **Authorisation**.

### Manage Display

**Choose a Theme**  
Change the look of your site by choosing one of our existing templates.

**Colours and Fonts**  
Change the colour and fonts of different elements of the site.

**Page Headers**  
Change which header appears at the top of the page.

**Comp Options**  
Change Comp Options

### Manage Settings

**Authorisation**  
Use this section to set who is able to edit this site.

**Domain Names**  
Use this section to assign a domain name to your site.

**Site Statistics**  
View statistics about your site.

**Other Configuration**  
Other changes to the layout of the website including the name of the website and how the results display.

3. Add the email address of the administrator wanting access

### Authorisation [Back to Control Panel >](#)

The people below are authorised to edit this web site.  
To delete a person press 'Delete' next to their name.

Name	Email	
Ash		<a href="#">Delete</a>
Matt		<a href="#">Delete</a>

#### Add an Administrator

To add an administrator type in their email address below and press the 'Add' button.  
Any new administrator must have a confirmed [GameDay Passport](#). GameDay Passport is free of charge - for more information visit <https://passport.sportstg.com/>.

Email Address:

Note: Administrators can only be added as admins if they have a Gameday Passport account: [passport.sportstg.com](https://passport.sportstg.com)