## **Competition Setup Checklist**

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The following is an overview, containing the steps required to create a new competition, containing links to more detailed articles.

- 1. Register a GameDay Passport account Signup.
- 2. Log in to Passport Login.
- 3. Get authorisation to access your database by contacting your Association/League or State Body directly. See our Manage User Access article for further information.
- 4. Ensure you have read and completed the Pre-Competition Setup.
- 6. Create a new competition.
- 7. Create teams, for some sports you can also have your teams Register directly to a Competition.



**Note**: If you are rolling over a new season, it is recommended that you use existing teams instead of creating new teams using this process

- 8. Generate your fixture.
- 9. Use the fixture grid to manage your fixtures.
- 10. Resolve any clashes in your fixtures.
- 11. Enter results.
- 12. Publish fixtures, results and stats to the web.