

How do I create a Fixture Template?

23/05/2024 9:58 am AEST

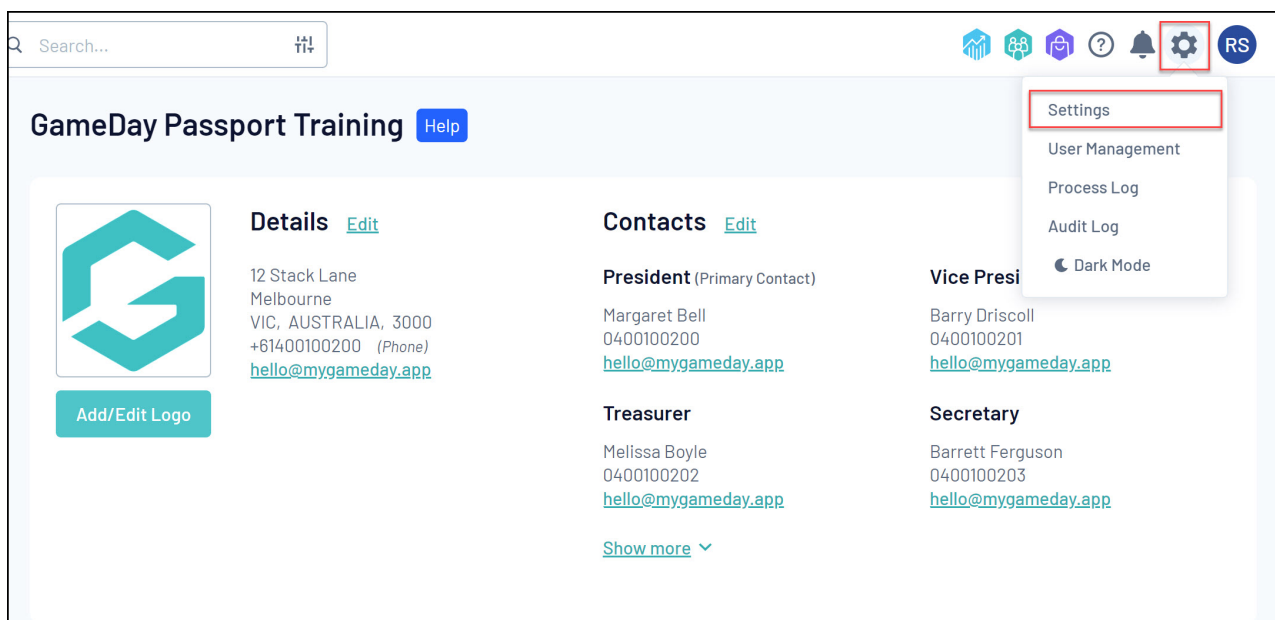
Fixture Templates allow you to define the format of a fixture, including the number of rounds, the number of matches in a round, team matchups, and finals progression rules.

As an administrator, you can create as many different **Fixture Templates** as required and apply these templates to different competitions.

Fixture Templates are an extremely useful way of automating the fixture generation process by applying a structure that can be re-used across your competitions and seasons; however, you can still make manual updates to your fixtures after they are generated.

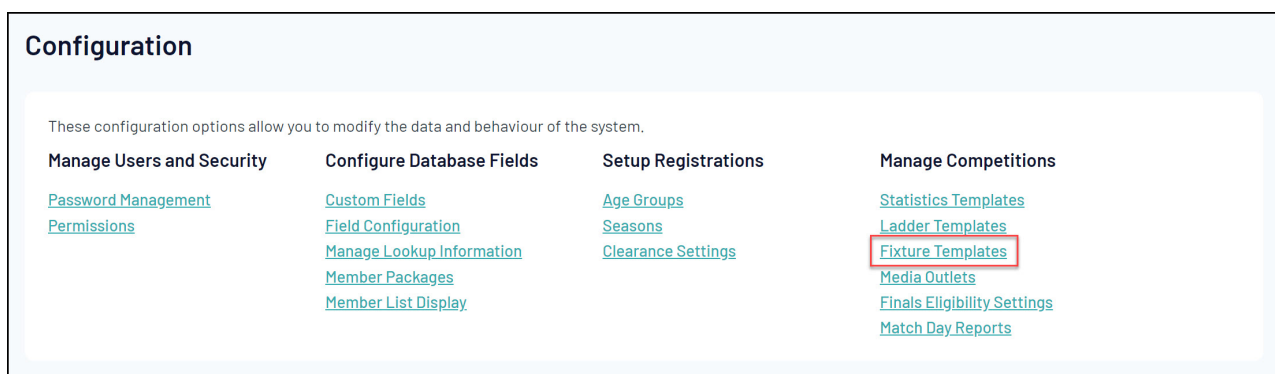
To create a **Fixture Template**:

1. At Association level, click the **Settings Cog** icon and select **SETTINGS**



The screenshot shows the 'GameDay Passport Training' interface. At the top right, there is a navigation bar with several icons. A red box highlights the 'Settings Cog' icon (a gear). A dropdown menu is open from this icon, showing the following options: 'Settings' (highlighted with a red box), 'User Management', 'Process Log', 'Audit Log', and 'Dark Mode'. The main content area displays the 'Details' and 'Contacts' for the association. The 'Details' section includes a logo placeholder with an 'Add/Edit Logo' button, and contact information for '12 Stack Lane, Melbourne, VIC, AUSTRALIA, 3000'. The 'Contacts' section lists the President (Margaret Bell), Vice President (Barry Driscoll), Treasurer (Melissa Boyle), and Secretary (Barrett Ferguson), each with their phone number and email address.

2. Under the **Manage Competitions** menu, click **FIXTURE TEMPLATES**




The screenshot shows the 'Configuration' page. At the top, it states: 'These configuration options allow you to modify the data and behaviour of the system.' Below this, there are four columns of configuration options. The first column is 'Manage Users and Security' with links for 'Password Management' and 'Permissions'. The second column is 'Configure Database Fields' with links for 'Custom Fields', 'Field Configuration', 'Manage Lookup Information', 'Member Packages', and 'Member List Display'. The third column is 'Setup Registrations' with links for 'Age Groups', 'Seasons', and 'Clearance Settings'. The fourth column is 'Manage Competitions' with links for 'Statistics Templates', 'Ladder Templates' (highlighted with a red box), 'Fixture Templates' (highlighted with a red box), 'Media Outlets', 'Finals Eligibility Settings', and 'Match Day Reports'.

3. Click **ADD**

ADD

Fixture Templates

Name	Description	Type	Amount of Teams	Amount of Rounds	
32 Team Knockout Comp		Knockout	32	5	View Template
Soccer 17-18 Team Normal		Normal	0	0	View Template
11-12 Team Normal Fixture (Reid)	Pairs: 1&7, 2&12, 3&8, 4&9, 5&...	Normal	0	0	View Template
13-14 Team Normal Fixture (R...	Pairs: 1&8, 2&9, 3&10, 4&11, 5...	Normal	0	0	View Template
9-10 Team Normal Fixture (Re...	Pairs: 1&6, 2&7, 3&8, 4&10, 5&9	Normal	0	0	View Template



Tip: To quickly create a new template based on an existing fixture, you can click **View Template > Copy Fixture Template** on an existing fixture template to clone the details of that fixture into a new template.

4. When creating a Fixture Template, you can define the following parameters to refine the structure of your fixture:

- **Name**
- **Description**
- **Type:** Choose between Normal, Finals or Knockout-style templates
- **Number of Teams:** The maximum number of teams to be included in this Fixture Template
- **Number of Rounds:** The total number of rounds to be generated in this fixture

Fixture Template:

To modify, change the details in the boxes below. When you have finished, press the 'Update Fixture Template' button.

Note: All boxes marked with a * must be filled in.

Details

Name*

8-Team Regular Season Fixture

Description

General structure of a standard 8-Team competition

Type

Normal

Number of Teams*

8

Number of Rounds*

7

5. In the Template field, you will need to define the structure of your fixture, following a specific line-by-line format for each round:

Line 1 should indicate the **Round Name**

Template

Template*

Round 1

4

1 1v8

2 2v7

3 3v6

4 4v5

Round 2

4

5 7v1

6 6v2

7 5v3

8 8v4

Round 3

4

9 1v6

10 2v5

11 3v4

12 7v8

Round 4

4

13 5v1

14 4v2

15 8v3

16 6v7

Round 5

4

Update Fixture Template

Line 2 should indicate the **number of matches** in the round

Template

Template*

Round 1

4

1 1v8

2 2v7

3 3v6

4 4v5

Round 2

4

5 7v1

6 6v2

7 5v3

8 8v4

Round 3

4

9 1v6

10 2v5

11 3v4

12 7v8

Round 4

4

13 5v1

14 4v2

15 8v3

16 6v7

Round 5

4

Update Fixture Template

Each line in the round thereafter should define the **match number** and **which teams play each other** in each match, based on the team number

Template

Template*

Round 1

4

1 1v8

2 2v7

3 3v6

4 4v5

Round 2

4

5 7v1

6 6v2

7 5v3

8 8v4

Round 3

4

9 1v6

10 2v5

11 3v4

12 7v8

Round 4

4

13 5v1

14 4v2

15 8v3

16 6v7

Round 5

4

Update Fixture Template

Repeat this process until you have a completed template for each round within the fixture.

6. Once you're happy with your **Fixture Template**, click **UPDATE FIXTURE TEMPLATE**

Template

Template*

Round 1

4

1 1v8

2 2v7

3 3v6

4 4v5

Round 2

4

5 7v1

6 6v2

7 5v3

8 8v4

Round 3

4

9 1v6

10 2v5

11 3v4

12 7v8

Round 4

4

13 5v1

14 4v2

15 8v3

16 6v7

Round 5

4

Update Fixture Template

Once you've created a Fixture Template, you can apply it to your competitions:

1. Click the **Competitions** menu, then select **List Competitions**

GameDay Passport Training
Association

Dashboard

Finances NEW

Members

Competitions

- List Competitions
- Match Results
- Publish to Web
- Awards
- Clash Resolution
- Competition Exception Dates
- Hide Competition Rounds/Dates
- Ladder Adjustments
- Fixture Grid

Members

Teams

Clubs

Comps

Search...

Fixture Templates

Name	Description	Type	Amount of Teams	Amount of Rounds	
64 Team Knockout Comp		Knockout	64	6	View Template
24 Team Normal Fixture		Normal	0	0	View Template
8-Team Regular Season Fixture	General structure of a standard ...	Normal	8	7	View Template
13-14 Team Normal Fixture (Reid)	Pairs: 1&8, 2&9, 3&10, 4&11, 5&14...	Normal	0	0	View Template
Soccer 11-12 Team Normal		Normal	0	0	View Template
26 Team Normal Fixture		Normal	0	0	View Template
7-8 Team Normal Fixture (Reid)	Pairs: 1&5, 2&8, 3&6, 4&7	Normal	0	0	View Template
8 Team 4 Week Finals Fixture		Finals	99	0	View Template
Soccer 9-10 Team Normal		Normal	0	0	View Template
22 Team Normal Fixture		Normal	0	0	View Template
32 Team Knockout Comp		Knockout	32	5	View Template
15-16 Team Normal Fixture (Reid)		Normal	0	0	View Template
5-6 Team Normal Fixture (Reid)	Pairs: 1&4, 2&5, 3&6	Normal	0	0	View Template
8 Team 3 Week Finals Fixture		Finals	99	0	View Template
4 Team 4 Week Finals Fixture		Finals	99	0	View Template

2. **VIEW** a Competition

NEW COPY REGRADE

Competitions in Association ²

Showing Name Including

Season2024 Season

Age Group--All Age Gr...

StatusActive

	Name	Competitio...	Amount of ...	Abbreviation	Season	Grouping	Age Group	Contact	Status	Upload
	2023/24 Summer Competition	Home and ...	19		2024 Season		Age 10		<input checked="" type="checkbox"/>	<input type="checkbox"/>
	2024 Division 1	Venue Allo...	8		2024 Season		Age 18		<input checked="" type="checkbox"/>	<input type="checkbox"/>

3. **EDIT** the Competition Configuration

Competition Configuration [Edit](#)

Active Yes

Season 2024 Season

Type Juniors

Division Division 1

Age Group Age 10

Gender Mixed

Number of Teams 18

Number of Rounds 7

Match Duration 120

Start Date 2024-03-01

4. Scroll down to the **Templates** section and select a **Fixture Template**

Templates

Help

Fixture Template*

8-Team Regular Season Fixture

Publish to Web as

Choose Type

Ladder Template

Standard Ladder

Finals Template

Choose a Finals Type

5. Scroll to the bottom and Click **UPDATE COMPETITION**

GAMEDAY

Search...

2023/24 Summer Competition

Competition

Dashboard

Fixtures

Teams

Ladder

Match Results

Statistics

Reports

Members

Teams

Clubs

Comps

Allow Clubs/Teams to access matches via Match Results Entry?

☒

Allow Clubs/Teams Access to Post-Game Results Entry?

☒

The default minimum # players for game selection is 0

Match Locking

To enable Automatic match locking, you must tick the **Allow Match Locking** below and select from the below options

Allow Match Locking ?

☐

Lock access to PreGame based on the following rule:

Select Time

Lock access to Match based on the following rule

Select Time

* Start time will be based on local timezone set-up in your organisation settings

Update Competition

?

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