

## Courtside: Reporting on Referee Confirmation

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Associations wanting to find information on which of their referees confirmed which games are now able to run a report to gather this information.

1. Log into your association database via your passport account
2. Select the **Reports** tab on the menu
3. Select **Competition** > and then select the **Advanced Fixture** option

The screenshot shows the 'Reports' section of the SportsTG interface. On the left, a vertical menu lists various report categories: Dashboard, Admin Reports, Clearances, Clubs, Competition (highlighted with a red box), Contacts, Courtside, and Finance. The main content area is titled 'Competition' and features an 'Advanced Fixture' report option, which is also highlighted with a red box. Below this option, there is a 'Configure' button, also highlighted with a red box. The interface includes a sidebar menu and a main content area with a 'Configure' button.

4. Add the following fields onto the report to get the correct information related to matches:

- Season - filter to EQUALS and your current season
- Competition name
- Match Date
- Team 1
- Team 2
- Team 1 score
- Team 2 score

5. The fields admins need to include on the report to get information on what referees confirmed each of the matches are the following. These fields can be found at the bottom of the list under the **results** tab.

- confirmed by name
- confirmed by date/time

6. Once all fields have been added click RUN REPORT.
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