



## TidyHQ Integration

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TidyHQ and GameDay have partnered together to create a sports ecosystem that allows administrators to effectively and efficiently manage their members online. This partnership allows member data and some financial information to be shared from an organisations Gameday Passport account to their TidyHQ account.

**Note:** If you don't currently have access to your organisations account within GameDay Passport, you will need to contact another admin from organisation. If you're from a Club, your league/association may be able to provide you with access.

To set up your organisation to integrate with TidyHQ follow the steps below:

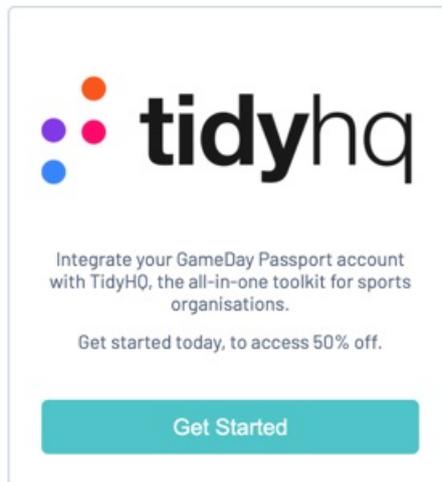
1. Log into your association/club database via your passport account: [passport.mygameday.app](https://passport.mygameday.app)
2. On the home dashboard, click the **GameDay Marketplace** icon on the top right hand side.



**Note:** This integration is only active for organisations at Club or Association/League level.

3. Scroll down to **Product Integrations** section and click **GET STARTED** button on the TidyHQ tile.

## Product Integrations



4. Click the **checkbox** under the **GIVE YOUR CONSENT** heading, then click **SUBMIT** to proceed.



TidyHQ and GameDay have partnered together to create a sports organisation ecosystem that allows administrators to effectively and efficiently manage their members online. This partnership allows member data and some financial information to be shared from your organisations GameDay Passport platform to your organisations TidyHQ platform.

To start the data sharing process please provide your consent by ticking the box below. Once you confirm your consent you will be redirected to the TidyHQ platform to start the setup process.

Choose a client:

TidyHQ\_client\_prod ▾

Give your consent:

Yes, I consent to begin data transfer.

Submit Cancel

5. You will then be taken to the TidyHQ portal. Click **CREATE NEW TIDYHQ ORGANISATION** to proceed.

***If you have an existing TidyHQ account, select that second box and follow the prompts. You may need to log out of your existing TidyHQ account if you have an issues with integrating.***

## Connect Gameday with TidyHQ

I want to start using TidyHQ to run my organisation

Create New TidyHQ Organisation

OR

I'm already using TidyHQ to run my organisation

Connect to Existing Organisation

Requires TidyHQ log in

6. Click Continue.

5. You will need to register for TidyHQ - information will already be filled out as this information pulls from your account passport account within Gameday so you don't need to input any information.

All you need to do is **tick the checkbox** that you agree to the T&Cs and click **CREATE ACCOUNT**.

## Register for TidyHQ

First we need to create a TidyHQ account so you can log in and manage your organisation. You can use the same email as your Gameday passport, but you don't have to. It's best to use a personal email address if you have one.

Already have a TidyHQ account? [Log In](#)

First Name

Ash

Last Name

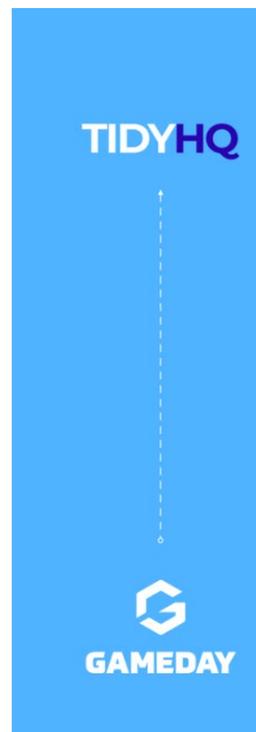
Black

Email

ablack@...com

I agree to TidyHQ's terms and conditions

Create Account



5. You will then be asked to fill in the organisational information based ON YOUR ROLE within your organisation.

- Input the role you have within your organisation (e.g President, Committee Member)

- Select the type of organisation you are: **SPORT**
- Select the sport your organisation is part of (e.g AFL, Basketball)
- Select the country, if not Australia (Australia will be the default)
- Select the state your organisation is in

6. Once all information has been filled in click **NEXT**

## Organisation Details

Next we'll get started creating your organisation  
Your organisation is controlled by your account.

What is your role in the organisation?

President

Type

Sport

Category

Basketball

Location

Australia

Location State / Region

Victoria

Next

7. You will be asked to review the information. If all good, click **CREATE ORGANISATION**

8. If you have other contacts listed on your organisation dashboard within Gameday Passport you have the option to send an invite to those admins to sign up as well. If you would like to do this, click add and then click **SEND INVITES** or you can choose to skip this step if you don't want to send to others within the committee.

## Invite team

While we set things up in the background, invite your team to help run your club. We've pulled over your team from SportsTG. Add anyone who's missing from the list and hit invite to send them invitations.

First Name	Last Name	Email Address	Role in Club
Spencer	Law	test@test.com	Treasurer
Jamie	Scott	jaimescott@test.com	Committee
<p>Add Someone Else</p>			

By default we'll give these admins full access. You can update this later via your organisation settings.

Send Invites

Skip

9. You have now successfully set up the link between GamedayPassport and TidyHQ - Click **GO TO DASHBOARD**

**Note:** Members should automatically feed through however please be patient if members are not appearing - depending on how many people are listed within your organisation, the load time may vary

10. You will also receive a password set up email from TidyHQ, please set a password (preferably the same as your passport account) to activate your account.

**If you have any queries using TidyHQ, please contact TidyHQ directly. You can contact their support team via the wheel icon (top right hand corner) within the TidyHQ portal or email them on: [info@tidyhq.com](mailto:info@tidyhq.com)**

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