



## How do I mark a player as 'Did Not Play' in a match?

Last Modified on 28/11/2023 10:39 am AEDT

Through the Passport Match Results portal, administrators have the ability to mark selected players as 'Did Not Play'. This is helpful for managing scenarios in which a player was selected, but was unable to play in the match itself, and ensures that these players do not have a match tallied against their record.

Using the 'Did Not Play' option allows for greater accuracy in games played statistics, milestone tracking and finals eligibility rules.

To mark a player as 'Did Not Play':

1. Login to your Passport account and select **RESULTS ENTRY AND LIVE SCORING**
2. Find the match you wish to access and select **POST GAME**

Match Results Entry

Show matches between: (dd/mm/yyyy) 01/02/2022 To: 10/3/2023 Apply Dates

Filter Matches

Match List Update Lock Status

Result	Home Team	Away Team	Result	Competition	Match Date Time	Venue	Lock Match	Lock PreGame	
	Jaguars	Warriors			11/01/2023 12:00	Oval 3	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game At Game <b>Post Game</b>
	Eagles	Bulls			11/01/2023 12:00	Oval 4	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game At Game Post Game

3. Select the applicable team's **PLAYER STATS** tab

Final Match Scores **Jaguars Player Stats** Warriors Player Stats Awards

**Jaguars** **Warriors**

Full Time Goals  Full Time Goals

Full Time Behinds  Full Time Behinds

Full Time Total Points  Full Time Total Points

Results  Results

[Save Match Scores](#)

4. Check the box in the **DID NOT PLAY** column next to the applicable player

Final Match Scores **Jaguars Player Stats** Warriors Player Stats Awards

**Jaguars** [Update Player Scores](#)

Name	Member ID	Player Number	Player Points/Roles	Did Not Play	Kicks	Handballs	Marks	Tackles	Goals	Behinds	Hit Outs
Collins, Karina				<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Hardy, Jennifer				<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Hays, Maia				<input checked="" type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Hess, Wyoming				<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
Holland, Alexandra				<input type="checkbox"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>
					Kicks	Handballs	Marks	Tackles	Goals	Behinds	Hit Outs
					<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="0"/>

This will lock off the statistics entry for that player until the **Did Not Play** checkbox is un-ticked

5. Once you have completed the statistics entry for the rest of the team, click **UPDATE PLAYER SCORES**

## Jaguars

[Update Player Scores](#)

Name	Member ID	Player Number	Player Points/Roles	Did Not Play		Kicks	Handballs	Marks	Tackles	Goals	Behinds	Hit Outs
Collins, Karina				<input type="checkbox"/>		16	8	6	0	4	6	8
Hardy, Jennifer				<input type="checkbox"/>		25	5	7	8	1	8	0
Hays, Maia				<input checked="" type="checkbox"/>		0	0	0	0	0	0	0
Hess, Wyoming				<input type="checkbox"/>		8	9	3	5	4	0	7
Holland, Alexandra				<input type="checkbox"/>		8	6	4	0	6	5	4
						Kicks	Handballs	Marks	Tackles	Goals	Behinds	Hit Outs
						57	28	20	13	15	19	19