How do I find a player's match attendance details?

06/10/2025 9:59 am AEDT

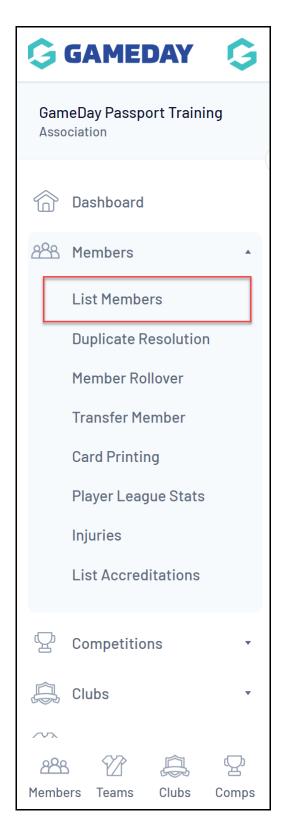
With GameDay Passport's Match Attendance Tracking feature, administrators can scan a QR Code or manually mark a member as having attended a particular match.

This data can then be accessed and reported on through various means across the platform.

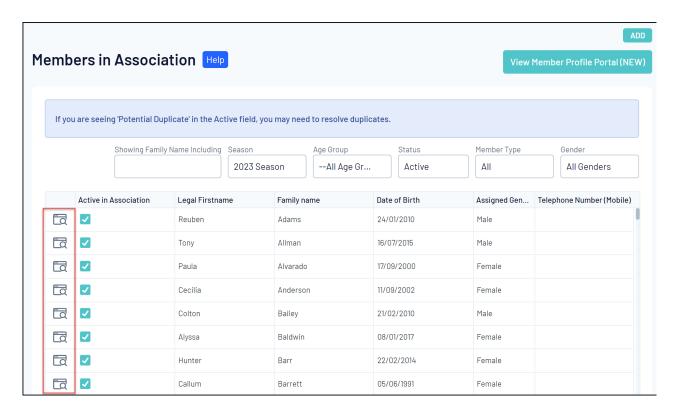
Member Statistics

You can find out whether a member attended a specific match on their member record by following the steps below:

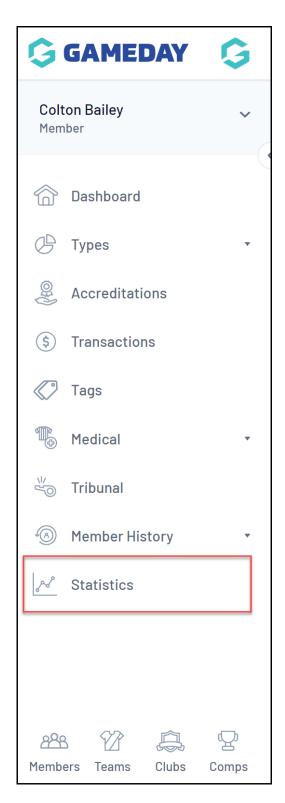
1. On your Passport dashboard, click **Members** > **LIST MEMBERS**



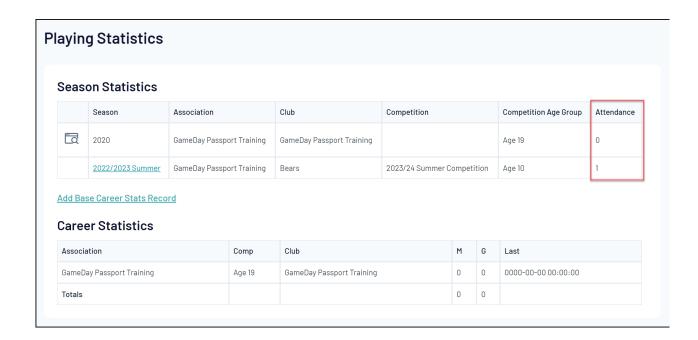
2. Click the magnifying glass to **VIEW** the relevant member



3. Click **STATISTICS**



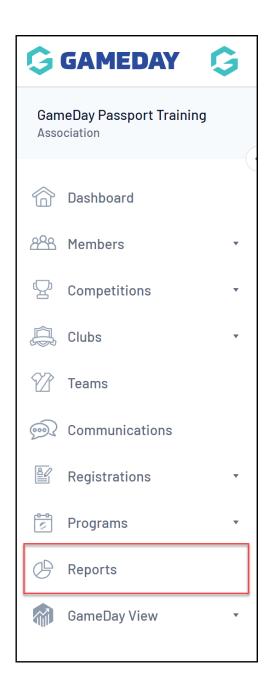
4. You will then see a record of whether the member was checked into a specific match in the **Attendance** column



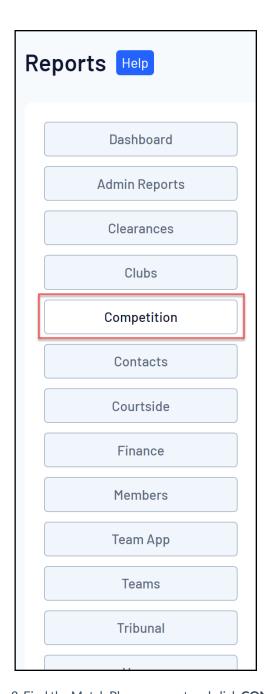
Match Players Report

You can report on attendance data using the **Match Players** report outlined in the steps below:

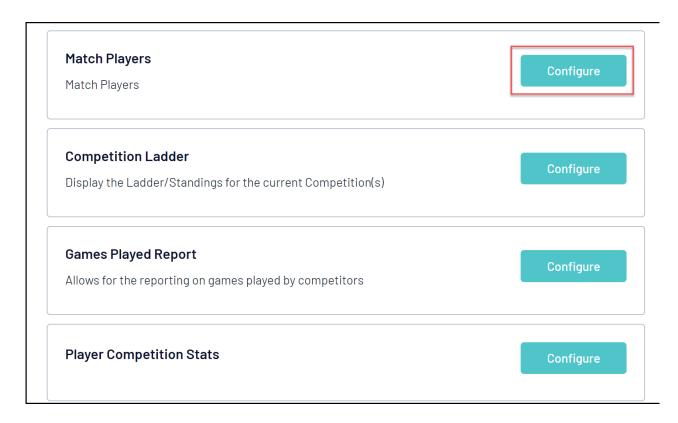
1. In your Passport dashboard, click **REPORTS**



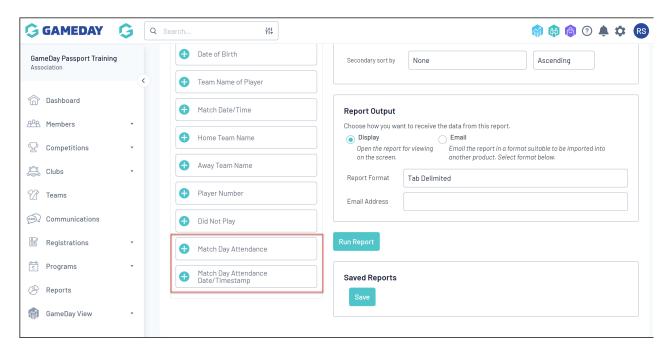
2. Click the **COMPETITION** category



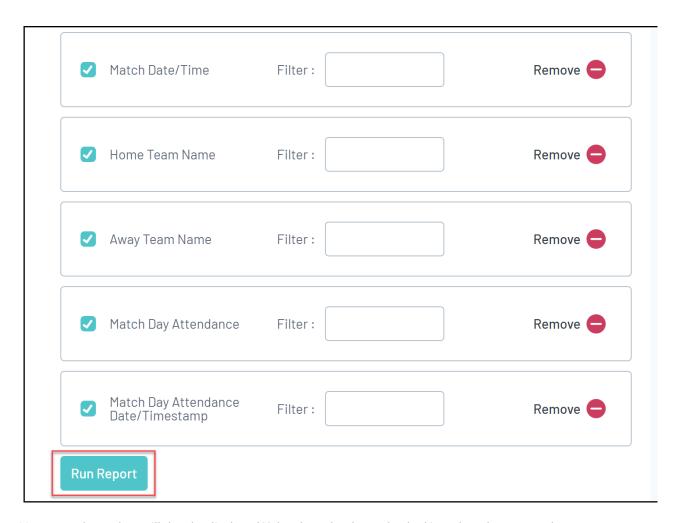
3. Find the Match Players report and click $\mbox{\bf CONFIGURE}$



- 4. In the left-hand fields list, you can select the following fields to indicate each player's attendance:
 - Match Day Attendance: Shows whether the player attended the specific match (Yes/No)
 - Match Day Attendance Date/Timestamp: Shows the date and time that the player was checked into the match



5. Add your desired fields, then click **RUN REPORT**



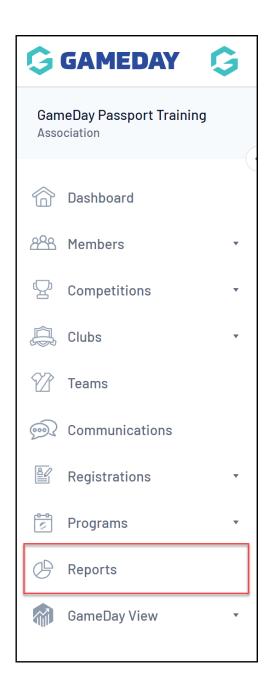
Your attendance data will then be displayed if the player has been checked into the relevant match.



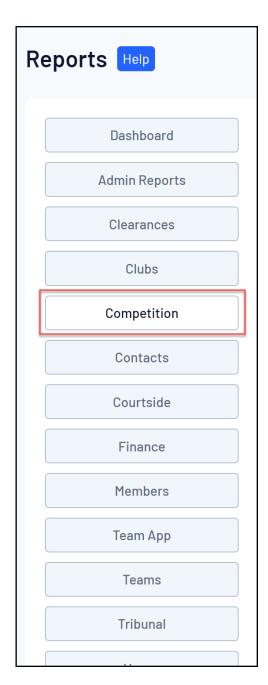
Player Competition Stats Report

You can report on attendance data using the Player Competition Stats report outlined in the steps below:

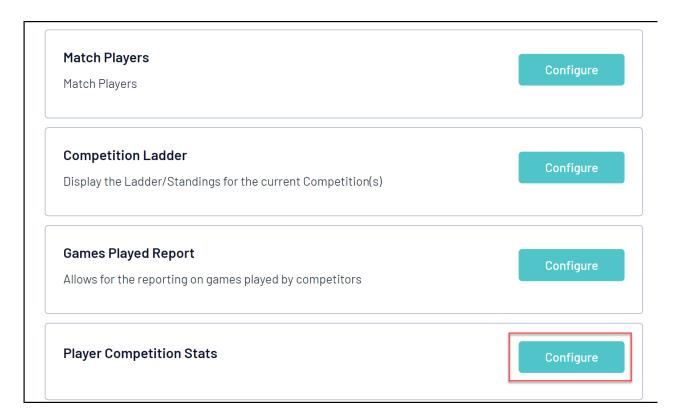
1. In your Passport dashboard, click REPORTS



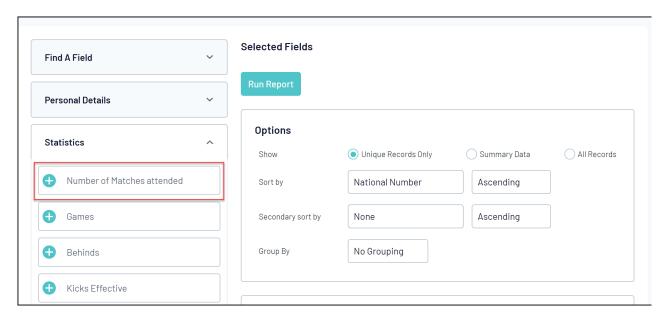
2. Click the **COMPETITION** category



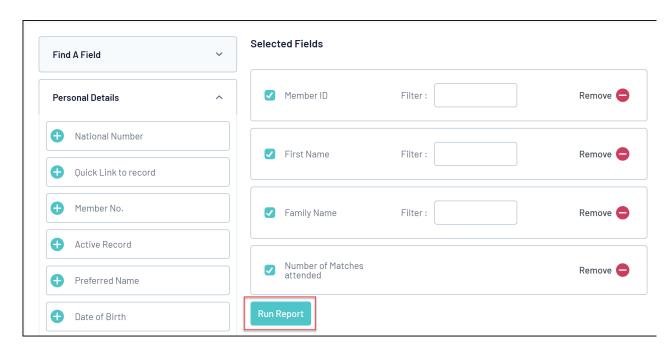
3. Find the Player Competition Stats report and click CONFIGURE



- 4. In the left-hand fields list, you can select the following fields to indicate each player's attendance:
 - Number of Matches Attended: Displays the total number of matches that the player has been checked into.



5. Add your desired fields, then click RUN REPORT



Your attendance data will then be displayed if the player has been checked into the relevant match.

