

How do I modify my default team list?

27/08/2025 11:49 am AEST

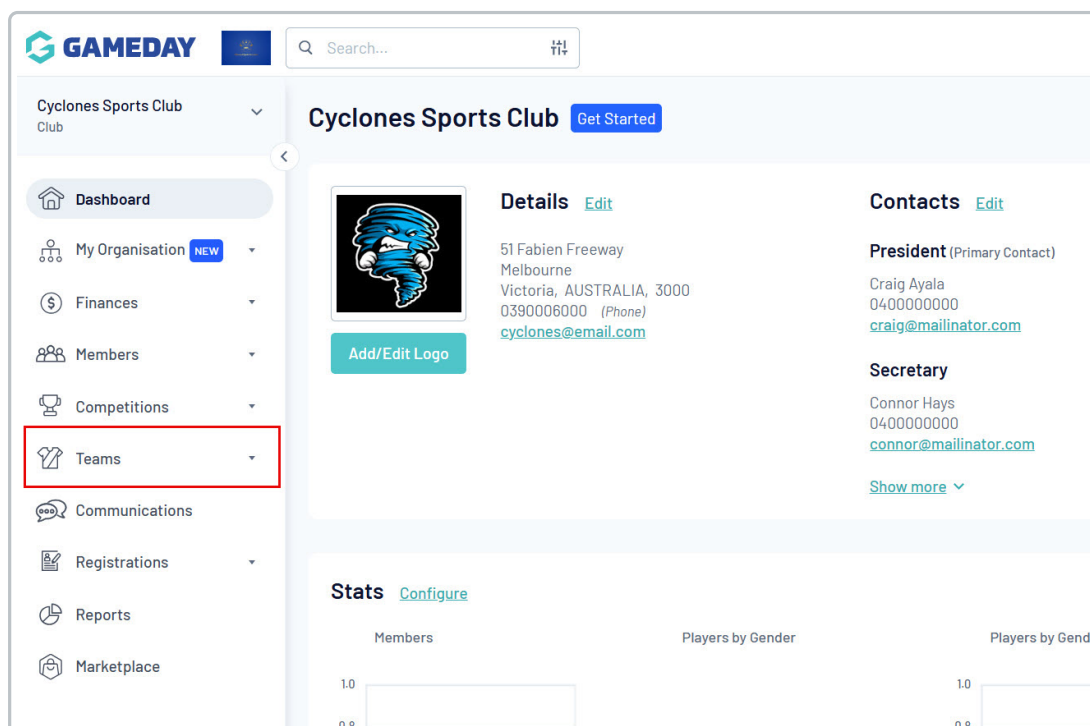
Overview

As a Passport administrator at Team-level or above, you can modify the default team list for an individual team, allowing you to auto-select players in matches based on your default team list. This is helpful in saving time during match selection each week, as you may have a core group of team players that are typically selected for every match. Auto-allocating significantly cuts down the number of manual player selections required.

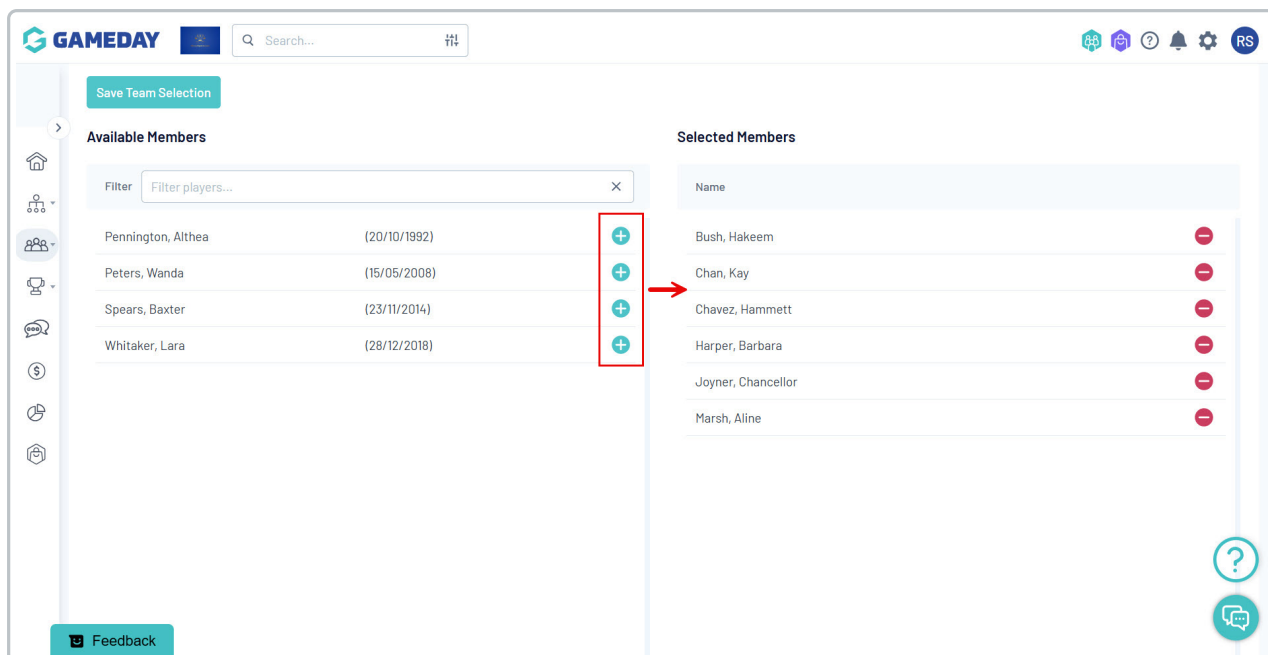
Step-by-Step

Step 1: Navigate to the Team dashboard

If you're logged in at a level above the Team database (I.e. Club/Association level), drill down to the team database by selecting **TEAMS**

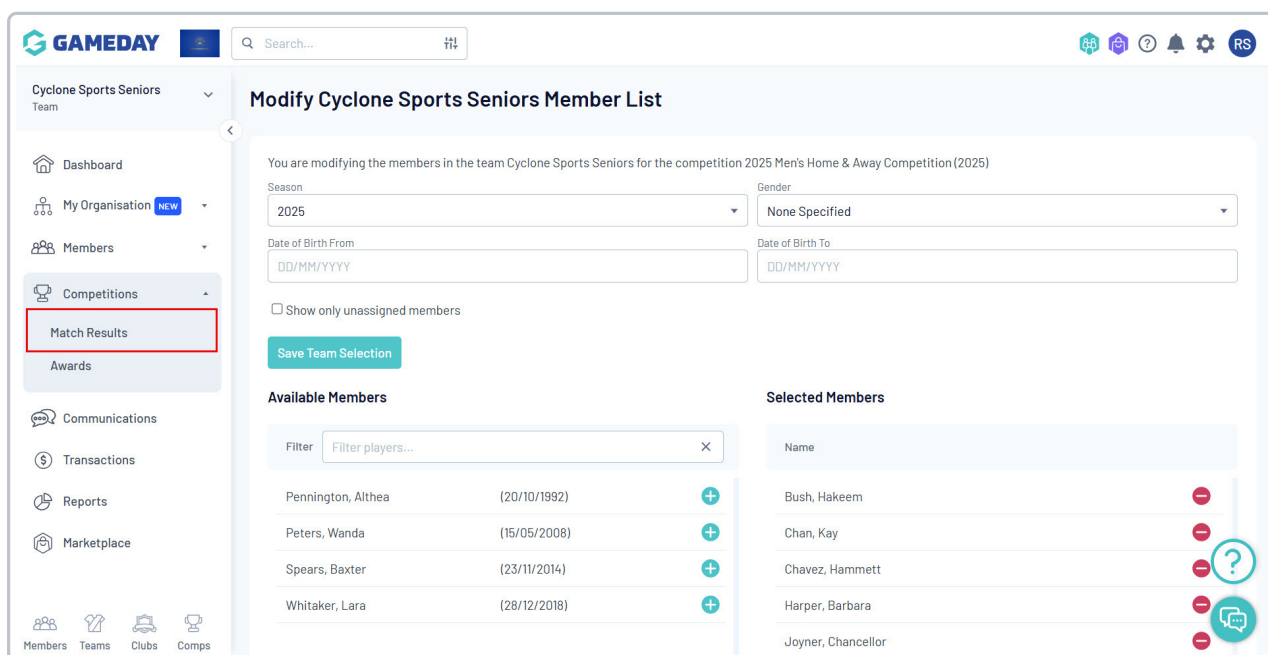


Then **VIEW** the relevant team



Step 3: Auto-assign players to matches

Now that you've set your team list, you can auto-assign your players in specific matches by going to **Competitions > Match Results**



Find a match with this team playing and select **Pre Game**

Match List									Update Lock Status		
Result	Home Team	Away Team	Result	Competition	Match Date Time	Venue	Lock Match	Lock PreGame			
	Northern Knights Seniors	Cyclone Sports Seniors		2025 Men's Home & Away Competition	23/11/2024 00:00	Langley Park	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game
	Cyclone Sports Seniors	Steel City Rovers Seniors		2025 Men's Home & Away Competition	30/11/2024 00:00	Langley Park	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game
	Titan Sports Club Seniors	Cyclone Sports Seniors		2025 Men's Home & Away Competition	07/12/2024 00:00	Langley Park	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game
	Cyclone Sports Seniors	Skyline Allstars Seniors		2025 Men's Home & Away Competition	14/12/2024 00:00	Langley Park	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game
	Mountainview Rovers Seniors	Cyclone Sports Seniors		2025 Men's Home & Away Competition	21/12/2024 00:00	The Colosseum	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game
	Cyclone Sports Seniors	Legends United Seniors		2025 Men's Home & Away Competition	28/12/2024 00:00	Langley Park	<input type="checkbox"/>	<input type="checkbox"/>	Pre Game	At Game	Post Game

Open the **Auto Select Players** menu and select the **PLAYERS REGISTERED TO THIS TEAM** option to automatically assign default players to the match

Pre Game

At Game

Post Game

Reset Match

2025 Men's Home & Away Competition

23/11/24 00:00

0 League Officials

0 Officials

0 Players

0 Players

0 Officials

Northern Knights Seniors

Cyclone Sports Seniors

Northern Knights Seniors

Cyclone Sports Seniors

Match Officials

Settings

Print

Save Team Selection

Available Players

Selected Players

Filter:

Chan, Kay

(04/10/1975)

23074303

+

Chavez, Hammett

(22/09/1996)

23074306

+

Harper, Barbara

(06/09/1972)

23074299

+

Match, Nick

23074308

+

Sort by:

Name

Check In Player BETA

Auto Select Players

No Auto Select

Players from previous match in same competition

Players registered to this team

Feedback

Help

Chat

Watch

Your browser does not support HTML5 video.

