



GAMEDAY

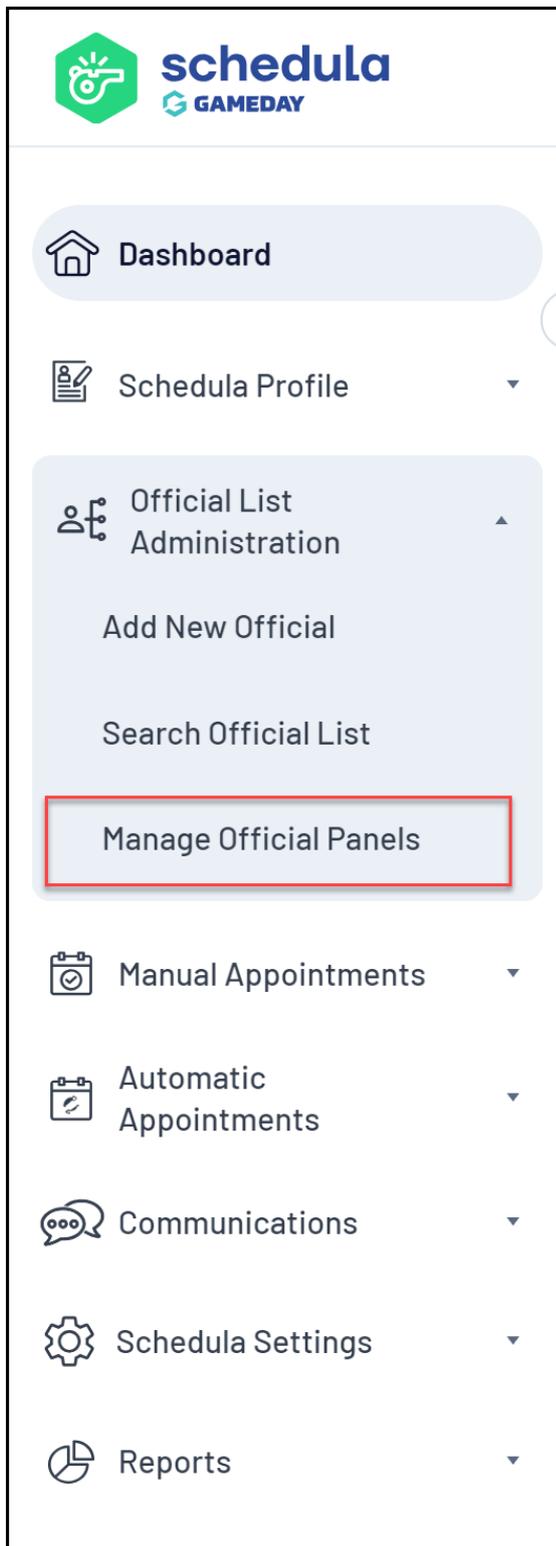
How do I manage my Official Panels in Schedula?

Last Modified on 22/12/2023 10:06 am AEDT

As a Schedula administrator, you can group your officials into custom Official Panels, allowing you to easily make appointments based on specific groupings within your organisation's official structure.

To add a new Official Panel and assign officials to it in Schedula:

1. In the left-hand menu, click **Official List Administration > MANAGE OFFICIAL PANELS**



2. Select your **Organisation** and **Season**, then click **CREATE NEW PANEL**

Manage Official Panels ⓘ

Panel Management

Organisation

Season

Select Panel or

3. Enter your **Panel Name**, then click **SAVE & CLOSE**

Create New Panel

Panel Name

4. Select your **Organisation**, **Season**, and **Panel**, then click **SHOW PANEL**

Manage Official Panels ⓘ

Panel Management

Organisation

Season

Select Panel or

5. To allocate an official to this Panel, click the **ADD** button next to the official name

Modify Panel

All Registrations (Season 2021)

| | |
|-------------------|-----|
| ADMIN, FSP | Add |
| BLACK, Ashyhh | Add |
| COSTANZO, Tony | Add |
| JONES, Chris | Add |
| POWER, Maree | Add |
| SAUNDERS, Tony | Add |
| UMPIRE, Christian | Add |
| UMPIRE, Jorge | Add |
| WHITE, Andrew | Add |

Members of Division 1 Officials panel (Season 2021)

This panel has no members for the selected season.

[Delete Panel](#)

6. Continue adding officials to the Panel until you have your desired grouping

Modify Panel

All Registrations (Season 2021)

| | |
|-------------------|-----|
| ADMIN, FSP | Add |
| BLACK, Ashyhh | Add |
| COSTANZO, Tony | Add |
| JONES, Chris | Add |
| POWER, Maree | Add |
| SAUNDERS, Tony | Add |
| UMPIRE, Christian | Add |
| UMPIRE, Jorge | Add |
| WHITE, Andrew | Add |

Members of Division 1 Officials panel (Season 2021)

| | Field Umpire | Boundary Umpire | Goal Umpire | Emergency Umpire |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Remove JONES, Chris | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Remove UMPIRE, Christian | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Remove UMPIRE, Jorge | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Remove WHITE, Andrew | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

7. Use the **Official Type checkboxes** to assign a further categorisation to the officials

Modify Panel

All Registrations (Season 2021)

- ADMIN, FSP Add
- BLACK, Ashyhh Add
- COSTANZO, Tony Add
- JONES, Chris Add
- POWER, Maree Add
- SAUNDERS, Tony Add
- UMPIRE, Christian Add
- UMPIRE, Jorge Add
- WHITE, Andrew Add

Members of Division 1 Officials panel (Season 2021)

| | Field Umpire | Boundary Umpire | Goal Umpire | Emergency Umpire |
|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Remove JONES, Chris | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Remove UMPIRE, Christian | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Remove UMPIRE, Jorge | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Remove WHITE, Andrew | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

You can then use your custom Panels and Official Type categorisations to filter to this specific grouping of officials when making manual appointments in Schedules

- Dashboard
- Schedule Profile
- Official List Administration
- Manual Appointment
- Appoint by Competition
- Appoint by Week
- Appoint by Ground
- Appointment Matrix
- Bulk Lock Fixture
- Automatic Appointments
- Communications
- Schedule Settings
- Reports

Match Details

Test Essendon - Seniors v Test Hawthorn - Seniors
 VCFL 2021 Test Competition
 Tuesday 30 April 2024 starting at 2:00pm
 Docklands

Appointed Officials

| Name | Role | Show on website |
|---------------------------|------|-----------------|
| No umpires appointed yet. | | |

Fixture ID: 46658205 ⚠ Pending Acceptance ✅ Appointment Accepted

Official Panel

Selected Panel: Division 1 Officials

Appointment Type: Boundary Umpire

Only Show Available Officials Re-Calculate Availabilities

| | | | |
|-------------------|-------------------------|---------------------------------------|-----------------------------|
| JONES, Chris | Profile | Previous Appointments | Appoint Anyway |
| UMPIRE, Christian | Profile | Previous Appointments | Appoint |
| UMPIRE, Jorge | Profile | Previous Appointments | Appoint |
| WHITE, Andrew | Profile | Previous Appointments | Appoint Anyway |

Discard Changes
Save & Close
Lock & Close
Close

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