

Using Match Confirmation to verify your match results

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As an Association administrator or Match Official, you may be required to manually confirm a match through the match results portal. This process may involve:

- Verifying that match results and relevant statistics have been entered
- Verifying that any relevant Match Day reports have been completed

Match Day Reports are custom reports that can be set up by Association-level administrators, and if you are using the Match Confirmation functionality, you can choose to make Match Day Reports compulsory if necessary to ensure that they are captured in the requirements for a match to be confirmed.

To confirm a match:

		My Account	
pr			
	Membership & Competition Management Click here to access your organisation database.	Results Entry & Live Scoring Direct access to results entry and live scoring for desktop, tablet and mobile.	Websites Click to access your Standard and Advanced Website permissions, Authorised users are added automatically to Passport records,
		Review us on ★ Trustpilot	
2		Privacy Policy © Copyright GameDay. All rights reserved.	

1. Login to your Passport account and select **RESULTS ENTRY & LIVE SCORING**

- 2. Select your organisation
- 3. Find the relevant match, then click **POST GAME**

Match Results Entry 🧧												
								Show m	atches between: (dd/mm/yyyy)	01/01/2023 • To	: 10/6/2024 •	Apply Dates
Match List												Jpdate Lock Status
Result	Home Team	Away Team	٥	Result	Competition	 Match Date Time 	 Venue 	 Lock Match 	n 🗢 Lock PreGam	e 🗘		
	Eagles Seniors	Bears Senic	irs		2024 League Competition	09/06/2024 12:00	Field 1			Pre Game	At Game	Post Game
	Phoenix Seniors	Demons Seniors			2024 League Competition	09/06/2024 12:00	Field 2			Pre Game	At Game	Post Game
	Saints Seniors	Hawks Seniors			2024 League Competition	09/06/2024 12:00	Field 3			Pre Game	At Game	Post Game
	Dragons Seniors	United Seniors			2024 League Competition	09/06/2024 12:00	Field 4			Pre Game	At Game	Post Game
Showing 4 mate	hes											

4. Click the **MATCH CONFIRMATION** tab

Final Match Scores	Eagles Seniors Player Stats	Bears Seniors Player Stats	Concussion Re	ecords Awards	Match Day Reports 🏮	Match Confirmation	
Eagles Seniors				Bears Seniors			
Yellow Cards			3	Yellow Cards			0
Red Cards			1	Red Cards			0
Fouls			4	Fouls			2
Saves			0	Saves			2
Shots on Goal			2	Shots on Goal			3
Half Time Score			1	Half Time Score			0
Full Time Score			2	Full Time Score			1
Results	Won		•	Results	Lo	st	•
Save Match Scores							?

5. Verify that all compulsory tasks are completed. Compulsory tasks typically include entering match results and completing any relevant Match Day Reports. If there are any compulsory tasks that remain incomplete, you will see an error message directing you to complete these tasks before the match can be confirmed.

Final Match Scores Ea	agles Seniors Player Stats	Bears Seniors Player Stats	Concussion Records	Awards	Match Day Reports	Match Confirmation	
These tabs have ite	ms that need to be completed b	efore the match can be confirmed.					
Tasks							
Listed below are tasks match can be confirme	that may need to be con d.	npleted before this					
Compulsory Tasks		Completed?					
Match Day Report: Incide	ent Report	•					
Match Day Report: Misco	nduct Report	•					
Match Day Report: Pitch	Inspection Report	•					
Other Tasks		Completed?					
Results Entry		•					(?
Confirm Now							
h this example	e, there are th	ree Match Day R	eports that h	ave be	en marked as	compulsory	by the association
	and ther	efore must be co	ompleted bef	ore the	match can be	confirmed	

6. Head back to the Match Confirmation tab and click **CONFIRM NOW** once all compulsory tasks are completed

Final Match Scores	Eagles Seniors Player Stats	Bears Seniors Player Stats	Concussion Records	Awards	Match Day Reports	Match Confirmation
Tasks						
Listed below are ta match can be conf	asks that may need to be con irmed.	pleted before this				
Compulsory Tasks		Completed?				
Match Day Report: I	ncident Report	0				
Match Day Report: I	Misconduct Report	⊘				
Match Day Report: I	Pitch Inspection Report	٢				
Other Tasks		Completed?				
Results Entry		0				
Confirm Now						