



# GAMEDAY

## Match Staff Report

Last Modified on 17/12/2024 2:12 pm AEDT

### Overview

The **Match Staff** report is designed to provide administrators with a list of any team staff members that are currently or have previously been allocated to matches in Passport, including any supporting details for the match such as teams, dates and contact details for the staff member.

### Step-by-Step

#### Step 1: Navigate to the Competition reports section

In the left-hand menu, click **Reports**, then select the **COMPETITIONS** category

#### Step 2: Configure the Match Staff report

Find the **Match Staff**, then click **CONFIGURE**

#### Step 3: Select your fields

In the report, you can select any of the following fields from which to build your report, using the **ADD** icon next to the field in the left-hand panel to add them to your report:

- National Number
- First Name
- Family Name
- Date of Birth
- Email
- Team Name
- Match Date/Time
- Home Team Name
- Away Team Name
- Staff Role
- Competition Name

