There are two methods of generating players in the Match Day module under team sheets.

Method 1: Players will only populate under team lists after the Competition Organiser pushes players into the Match Day module or publishes the draw.

Method 2: Automatically populate under team list when a player is placed into a team in Player Grading and that team has already been pushed into the Match Day module (if team has not been pushed into the Match Day module, please see Method 1)

To determine which method your organisation will use, select the Registration module -> select the competition of interest and select which of the two methods suits your organisations operations better

Players to appear in Match Day:

○ Only when the Competition Organiser publishes the Players to Match Day or Publishes the Draw

◉ Automatically when a player is placed into a team and the team has already been published to Match Day
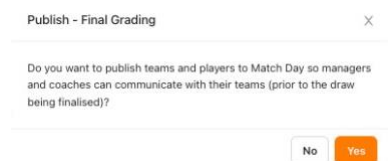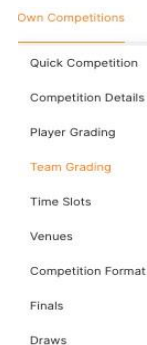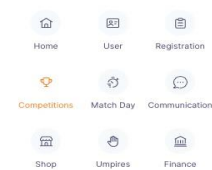
METHOD 1

1: Select the Competitions module

2: Select the Competition of interest -> hover your mouse over 'Owned Competitions' and select 'Team Grading'.

Own Competitions

Quick Competition

Competition Details

Player Grading

Team Grading

Time Slots

Venues

Competition Format

Finals

Draws

3: Select 'Next' -> select 'Yes' when asked if you want to 'push player and team information into the Match Day module

Publish - Final Grading   X

Do you want to publish teams and players to Match Day so managers and coaches can communicate with their teams (prior to the draw being finalised)?

No   Yes

If your clubs make frequent changes their squads, you may consider setting a weekly Deadline for your clubs to make these changes prior to. You can then complete this push, and download scoresheets etc.

METHOD 2

After a team has been pushed from the Competitions module into the Match Day module, players that are added to that team (from Competition Organiser level or Club level) will then automatically populate under the team list in the Match Day module, with no need for further pushes.

See Method 1 at the beginning of this document for instructions on pushing players from the Competitions module into the Match Day module.