## GameDay -Team Selection and Printing Team Sheets Guide

1. Click on GameDay link
https://passport.mygameday.app/login/
2. Log in

3. Click on membership and Competition Management

GGAMEDAY

4. Select the Team you are assigned to

5. First Create your Team List - Click Individuals, then click Modify Team Sheet

Dashboard

Individuals
List Individuals

## Modify Team List

Team Staff

Competitions

## 6 All Sandringham SC players will appear on the left side of screen.

You can set parameters to narrow your search - Gender, DOB range
You can also partially type names in the Filter field above the players names.
Scroll through the list of players on the left and click on the players in your team.
That will move the players name to the right side.


Save Team Selection


7 When you have selected all your Team members, Click Save Team Selection on left side You can go back anytime and modify your Team List by following the above instructions.

8 Now to add you players to the Match Day list Click on the arrow next to Competitions, Select Match Results


9 Set the search dates to show matches between the selected dates Click Apply Dates


## 10 Locate your Match and click Pre Game

This will show all registered players on the Left

Match List


Showing 1 matches

11 You can prefill your players from your saved Team List created above Click Auto Select Players button on the right
Then click Players registered to this team
This will automatically populate all the players you selected into your team list
You can now remove players from the populated list on the right by clicking the RED -, or add players from the list on the left by clicking the player to add


## 12 OR you can Search for your players on the left

Click on the + symbol on the right to select the player. The player will appear on the right.
Add the Player number and position (optional). Once all payer selections have been completed click Save Team Selection
OR you can use the Auto Select Players option to load players from previous Team Sheet


Sandringham SC Match Officlals


13 Scroll down the page to Team Officials. Select the Coach. If the Team official is not currently registered enter the name in the Temporary Assignment box. Then Click Save Officials

| Team Officials | Auto Select Officlals | $\checkmark$ | Save Officalals |
| :---: | :---: | :---: | :---: |

Temporary assignments apply only when you cannot find the correct officials name in the drop box below. Please check before applying temporary assignments.

| Group | Appointment | Public Visible? | Member |  | Temporary Assignment |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Coaches | Coach | $\square$ | Brood, Roxenne | $\checkmark$ | 回 |
| Coaches | Assistant Coach 1 | $\square$ | Select Team Official | $\checkmark$ |  |
| Coaches | Assistant Coach 2 | $\square$ | Select Team Official | $\checkmark$ |  |
| Coaches | Goalkeeper Coach | $\square$ | Select Team Official | - |  |
| Team Staff | Team Manager | $\square$ | Select Team Official | $\checkmark$ | John Braakhuis |
| Team Staff | Football Operations | $\square$ | Select Team Official | $\checkmark$ |  |
| Team Staff | Technical Director | $\square$ | Select Team Official | $\checkmark$ |  |
| Team Staff | High Performance | $\square$ | Select Team Official | $\checkmark$ |  |

14 To Print the team sheet, scroll to the top of the page select the down arrow next to the print button and Select FV Team sheet.


15 The Team sheet will open in another TAB. Right click in the page area and select PRINT
| https://membership.mygameday.app/results/team_sheet_template.cgi?tsID $=1538+1 \mathrm{D}=2756681 \& \mathrm{\&}=18 \mathrm{mmID}=505098068 \mathrm{alD}=164148 \mathrm{ccomplD}=504081$


16 At the end of the match the Referee will record the results on your Team sheet and the opposition team sheet. Then you and opposition team will sign both match sheets. The Referee will then take both sheets.
We recommend that you take a photo of both yours and the opposition Team Sheets as a record. If there are any disputes with the results uploaded, you then have proof of results.

