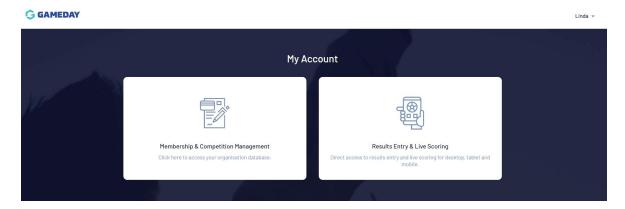
Adding a player to a teamsheet:

Please note that only members who have Club or Team Administrator rights can add a player to a teamsheet.

All Hockey Ireland Competition fixtures have been set up in advance and will be available to you to edit team sheets for.

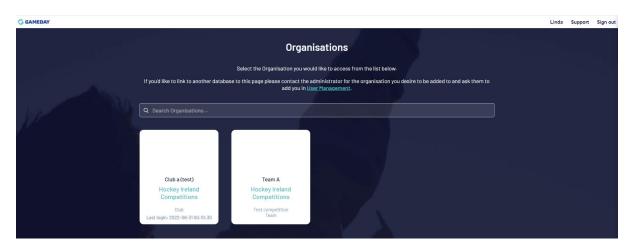
Only club members who have registered on the MyGameDay system will be available to be added to a match sheet.

1 – Log into your MyGameday Passport account

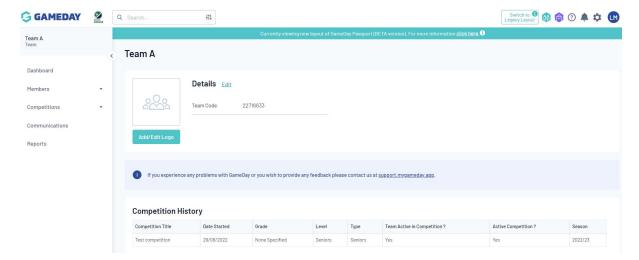


2 – Enter the Membership and Competitions Management section and select your Team

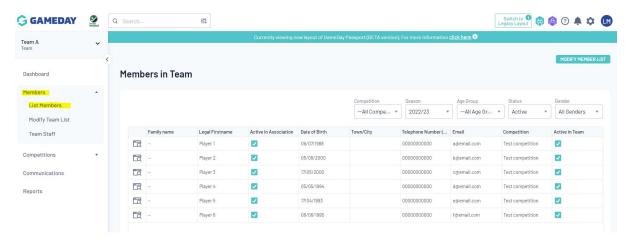
Note — if you have club administrator rights you will be able to select either the Club or the Team. If you have team administrator right you will only be able to select the team. To enter players to a teamsheet select the team.



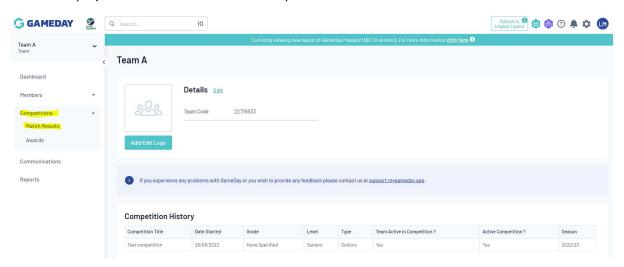
3 – This will bring you to the team area where you will see the details of the Hockey Ireland competition that they are registered for.



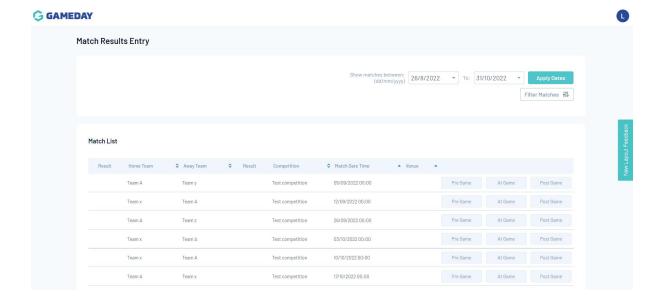
4 -To see the club members who are selected for this team select members and list members on the left hand side. You will see a list of members who have already been added to this team by the club administrator.



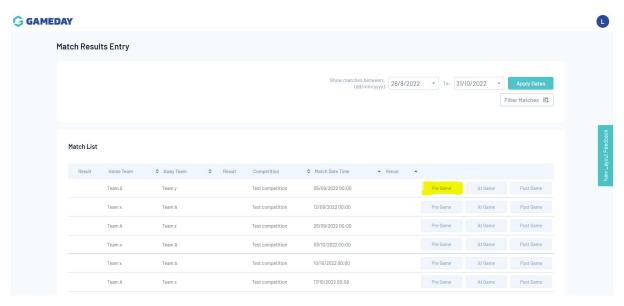
5 – To add players to a team sheet select Competitions and Match Results on the left hand side



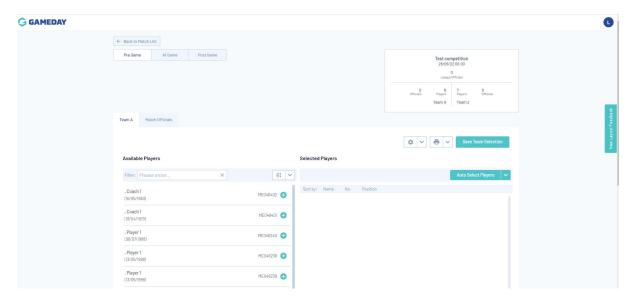
6 – This will bring you to a list of fixtures that your team is set to play in the Hockey Ireland Competition



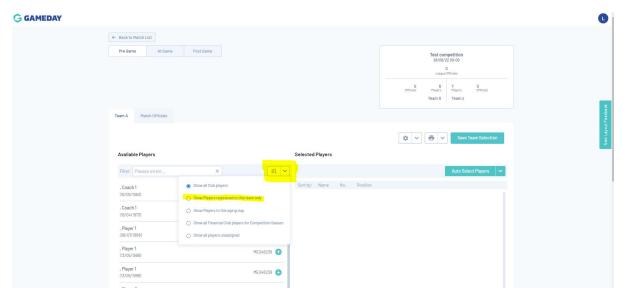
7 – To add players to a match sheet for a particular fixture select Pre Game of the fixture you wish to update



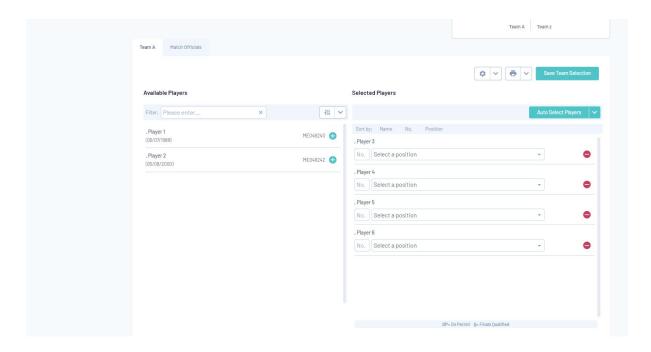
8 – You will now see the players registered with the club on the left hand side and any selected players for the team sheet on the right hand side



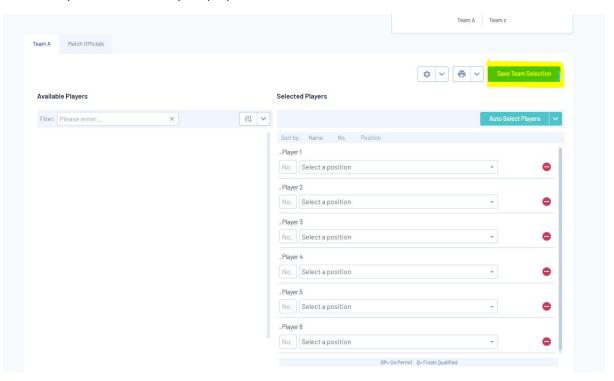
9 – Initially all clubs players who fulfil the requirements (female, senior) will show up as available players. You can select from this list or use the filter button to change the selection to Show players registered to this team only



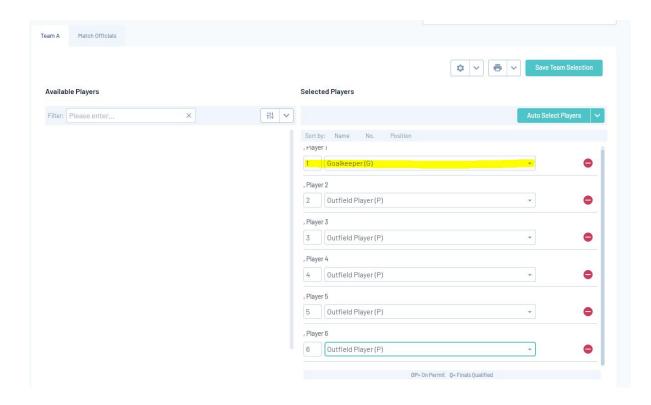
10 - To add players to the matchsheet click the + sign beside their names, to remove them from the teamsheet click the – sign beside their name



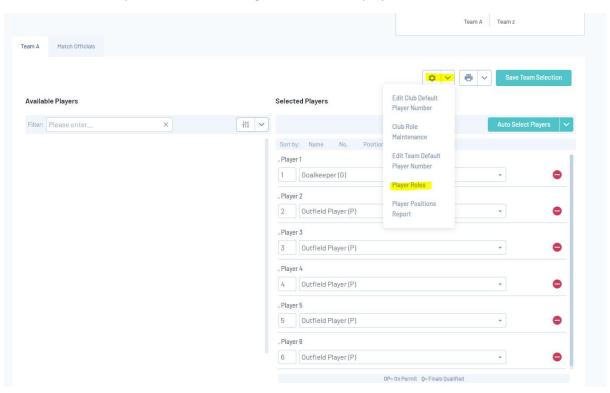
11 – Once you have selected your players select save team selection



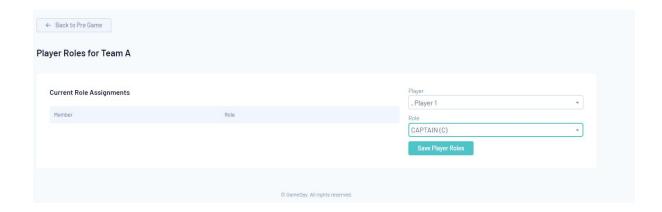
12 – Make sure to enter a shirt number and a position for each player using the drop down menus



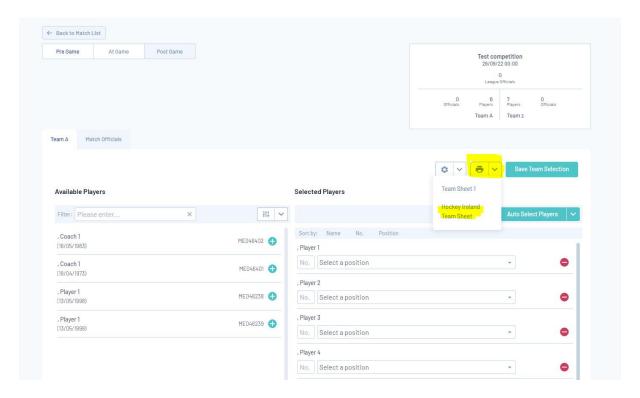
13 – To name the captain select the settings icon and select players roles



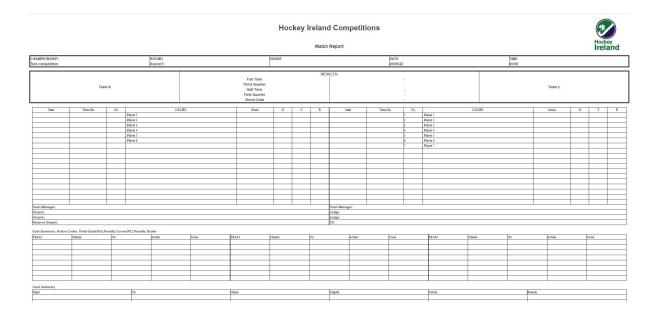
14 – Select the player and role Captain from the drop down menus and select save players roles



15 – Return to Pre Match and select the match sheet to print/save



16 – The matchsheet with the completed player details will show up as a PDF format which can be printed and brought to the fixture.



17 – In following games you can select the team that was used in the previous fixture to autofill for your next fixture. In Pre Match select the auto select players drop down menu and select players from previous match in same competition option. The Selected players list will autopopulate and you can edit using + and – buttons beside players names. Then select save team selection.

