

Team nomination - Club

Clubs can use this functionality for:

- 1. Submitting team nominations with all details required.
- 2. Attaching a players list to each team nomination entry.
- 3. View/download reports on the number of team nominations per group, number of players registered per grade or view money owing.

Team Entry

Team Nomination - Enter Teams

[Help on this topic](#)

Team Nomination:

[MWNA] 2016 Winter

GO

IntroductionTeam EntryReports								
+ Add New Team Entry								
Submission ID	Entry Category	Team Name	Grading	Status	Actions	Squad Size	Edit Squad	Player Fields Edit
49073	Senior	Allambie S01	DIV 4	Confirmed	Edit Delete	8	Edit	i N/A
49074	9 years	Allambie S02	DIV 21	Confirmed	Edit Delete	9	Edit	i N/A
1Page 1 of 1 (2 items)								

Team Nomination	Shows a drop down list of available team nominations for entering.
Introduction	Brief guidelines from association.
Team Entry	Enables club to Add New Team Entry or Edit an existing one, or Add Players into the team entry.
Reports	Shows summary (including financials) on team nomination made by club.

Team Nomination Entry

You can choose to **Edit/Confirm/Delete** or **Add players** to an Existing team entry or click on **Add New Team Entry** for starting a new submission.

This opens the **Team nomination - Edit** window. Enter or change information as follows:

Team Nomination Edit

Team Nomination Details

Submission ID

49073

Entry Category

Senior

Predefined Team

Allambie S01

Team Name

Allambie S01

Comment/Grading Request

Status

☐ Provisional
 ☒ Confirmed
 ☐ Withdrawn

Update

Close

Entry Category*	Shows a dropdown list of all available categories set up by your Association for team nomination.
Team Name	Enter Team Name.
1st Preference Start Time	Enter first preference start time.
Team Coach	This shows a list of People names to assign as Team Coach for new Team entry.
Team Manager	This shows a list of People names to assign as Team Manager for new Team entry.
Home Venue	This shows a list of available venues in affiliated association databases.
Draw Preference	This may not display if your Association chooses not to display it in nomination form set up. There are 3 draw preferences to choose from: • Play home first week • Play away first week • Others
Draw Requests	Enter any preferences.
Comment Grading Request	Other comments.

Status*	Choose from the following 3 status options before submitting this form: Provisional - Unsure status ->This will not incur any costs for team entry if any fees are set up by the Association. Confirmed - Reserved status ->This will incur relevant cost as set up by association for team entry. After submitting, club can view associated cost via Reports tab. Withdrawn
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*Required Field

 Fields that are not "Required Fields" may not display if your Association chooses not to display it in nomination form set up.

Add players

Clubs can add players once a team entry has been submitted. Select the relevant **Add players** link from the Team Entry screen.

Players

Player List

Num	Player	Capt	DOB	Ranking	Years in soccer	Years in club
1	Select...	☐				
2	Select...	☐				
3	Select...	☐				
4	Select...	☐				
5	Select...	☐				
6	Select...	☐				
7	Select...	☐				
8	Select...	☐				
9	Select...	☐				
10	Select...	☐				
11	Select...	☐				
12	Select...	☐				
13	Select...	☐				
14	Select...	☐				
15	Select...	☐				

These labels might not appear if assoc does not set up - However these 4 field always display for club to enter more details about player nominated

Update

Close

Player	Each item shows a drop down list of all available players in club's database. Player can be easily viewed using sidebar scroll and clicked on for selection. The number of players displayed on Player list depend on setting by Association for the nomination process. Maximum is 15 players and minimum is none.
Other columns	The other four columns are labelled differently depending on Association setting at Nomination form configuration stage. Here, the following labels have been used for collecting more particular information regarding DOB, Ranking, Years in Soccer, Years in club. Despite whatever labels called by Association, the four columns will be available for entering as much detail as possible about players to be nominated.

Click **Update** to confirm the player addition.



This is a guide on how to handle additional players that are needing to be allocated to the team. However, players can be added to a team at anytime within the system .