Searching person record

There are three ways to find a person record :

On the Person List/Search screen, use the available filtering criteria to search for a particular person record, or a selection of records matching your preferred filter.

Person List/Search ❓
➕ Add New Person

Role	PLAYER ▾
Sub Role	○ Any Sub Role ◉ Select Sub Roles... ☑ SENIOR ☐ JUNIOR ☐ VETERAN ☐ NETSETGO

Advanced Search ⌄

Output Fields ⌄

Filter

Role	- Select a role. The list of sub roles will automatically be populated. **ANY ROLE** means selection of person records that currently have at least one role assigned. **NO ROLE** means selection of person records that currently have no role assigned (for example, these might be past players). If NO ROLE is selected, you can optionally select from the **Last Sub Role** the person held with your organisation.
Sub Role	- Choose **ANY Sub Role** to include records with any sub role within the selected role (i.e. this will include ALL the sub roles). - Choose **Select Sub Roles,** then select one or more sub roles to specify which sub roles to search on. Example*: To choose SENIOR PLAYERS, select PLAYER in the Role dropdown, Choose Select Sub Roles and select SENIOR.

Select the **Advanced Search Criteria** link to enable more detailed filtering, as shown below.

Advanced Search

Person Name or ID [   ] [Name contains text ▾]

Date of birth range ⓘ
From [   ] 📅   To [   ] 📅 ⓘ

Gender ⓘ   ☐ Male ☐ Female ☐ Undisclosed ⓘ

Registration
Association [Select... ▾]   Registration Period [Select... ▾]   Registration Type [Select... ▾]

Organisation
◉ Include records within the current organisation   Netball Australia
◯ Include records within the selected organisation: [   ]
☐ Also include records from child organisations of the selected organisation

Person Name or ID	Enter part of the person name to search/filter for. This may be left blank to match all names, and be any number of characters. The search will match both first and last names. Make a selection in the dropdown relating to whether the name starts with, ends with or contains the search text. Name contains text ▾ Name contains text Name starts with text Name ends with text
Date of birth range*	• DOB before a given date - leave From DOB blank, and **enter the To DOB**. Records with no DOB entered will not be returned. • DOB after a given date - leave end To DOB blank, and **enter the From DOB**. Records with no DOB entered will not be returned. • DOB between dates - **enter both From DOB and To DOB.** • All DOB - leave end and start as blank. In this case, records that have no DOB will also be returned as well as those with a DOB entered.
Gender*	Select one or a combination of Male/Female/Undisclosed. If nothing is selected, gender is ignored, and records will be returned that have a M,F or no gender entered.
Registration	Select the Registration Period and/or the Registration Type as further filter options. This option only displays on certain screens, and further filters the list to registered players of a selected association.
Organisation	You can search for records within the current organisation only by selecting the **Include records within the current organisation.** Alternatively, you can search for records within another (selected) organisation by selecting the organisation from the dropdown list. If you choose this option, you can further select whether to include child organisation records of this selected organisation.

Use the **Display Output Fields** to customise the fields that will display for your search:

Output Fields

First Name		ID
Middle Name		Full Name
Last Name		Email Address
Address1		Home Phone
Address2		Mobile Phone
Address3		Work Phone
Suburb		

On the Add new person screen, you can search for a person by Name or ID, or additionally by Year of Birth and State.

Search by either:	
Name	Select the Name radio button and enter the first, middle and/or last name of the person, and then click **Search**. Enter as much information as you are able to, in order to narrow the search.
ID	If you know the person's ID, select the **ID** radio button and click **Search**.

Add New Person ❓

Before creating a new person record, please search for an existing record.
If the record already exists you can transfer the record, or (if applicable) apply for a clearance.
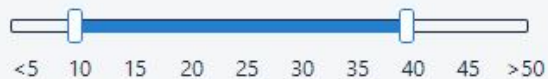
Search by   ⦿ Name   ◯ ID

| First Name | Middle Name | Last Name | Search |

☐ Show Extra Filtering

Select the **Show Extra Filtering** checkbox to further allow searching based on Date of Birth and State:

☑ Show Extra Filtering

Person Age   or, Year of Birth   State

<5 10 15 20 25 30 35 40 45 >50   YYYY   ALL ▼

Year of Birth	Enter the **Year of Birth** for the person you are searching for.
State	Select from the Dropdown list to select a **State**, or leave the option as ALL to search in all States.

To find out **how to create a new person**, click here.

The public portal is a consolidated website that displays published information of players, statistics and competition information.

For example, **myNetball**, **Rugby**.

Search for a person within a particular Sport by entering their **Surname** and selecting the **Player** radio button, and then click Search.

The results of your search will be displayed below:

Click the **Advanced Search** button to search using:

- First, Middle or Last name combination searches.
- Player ID.

Advanced Search

CLUBS / ORGANISATIONS	PLAYER

Please enter search criteria.

The search uses 'fuzzy' logic to match similar names, but please enter as much of the name as possible.

Person name	First: [ ] Middle: [ ] Last: [ ]
(or) ID	[ ]
	Search