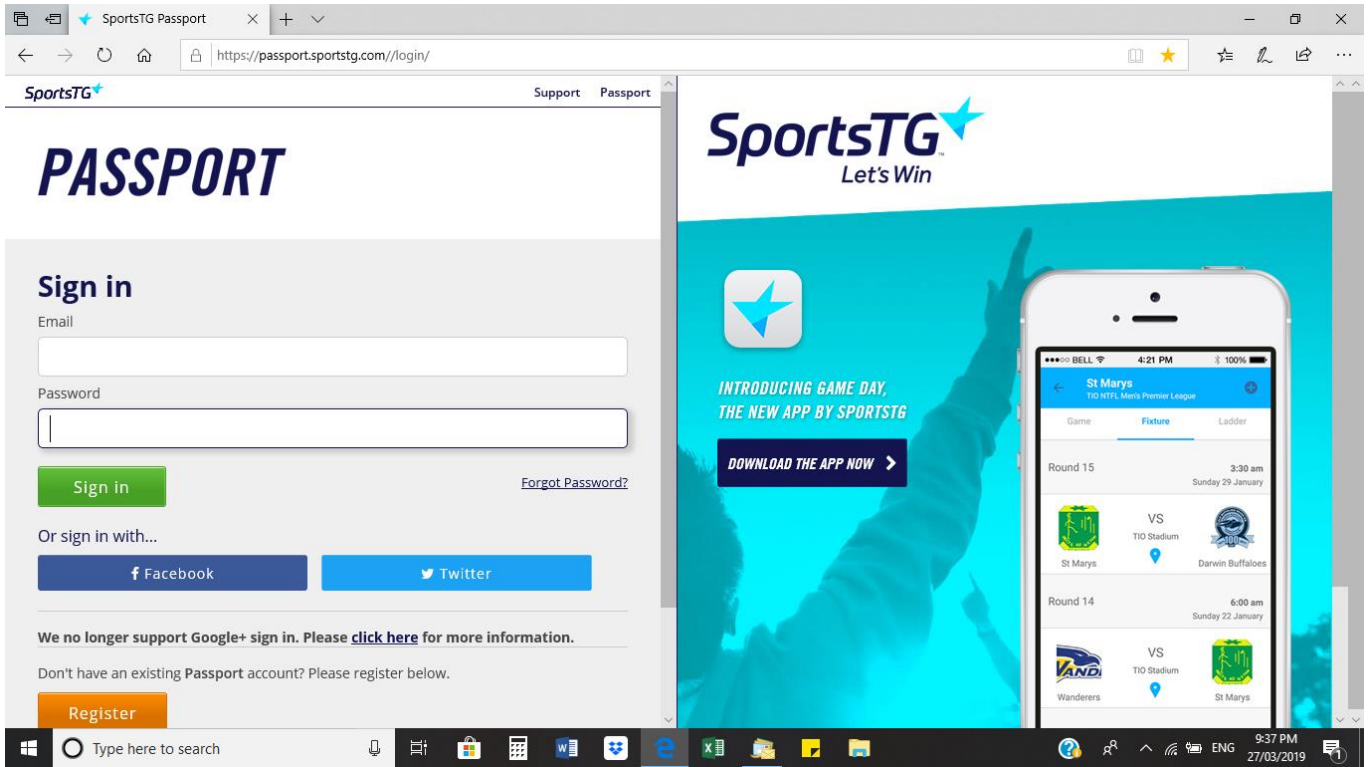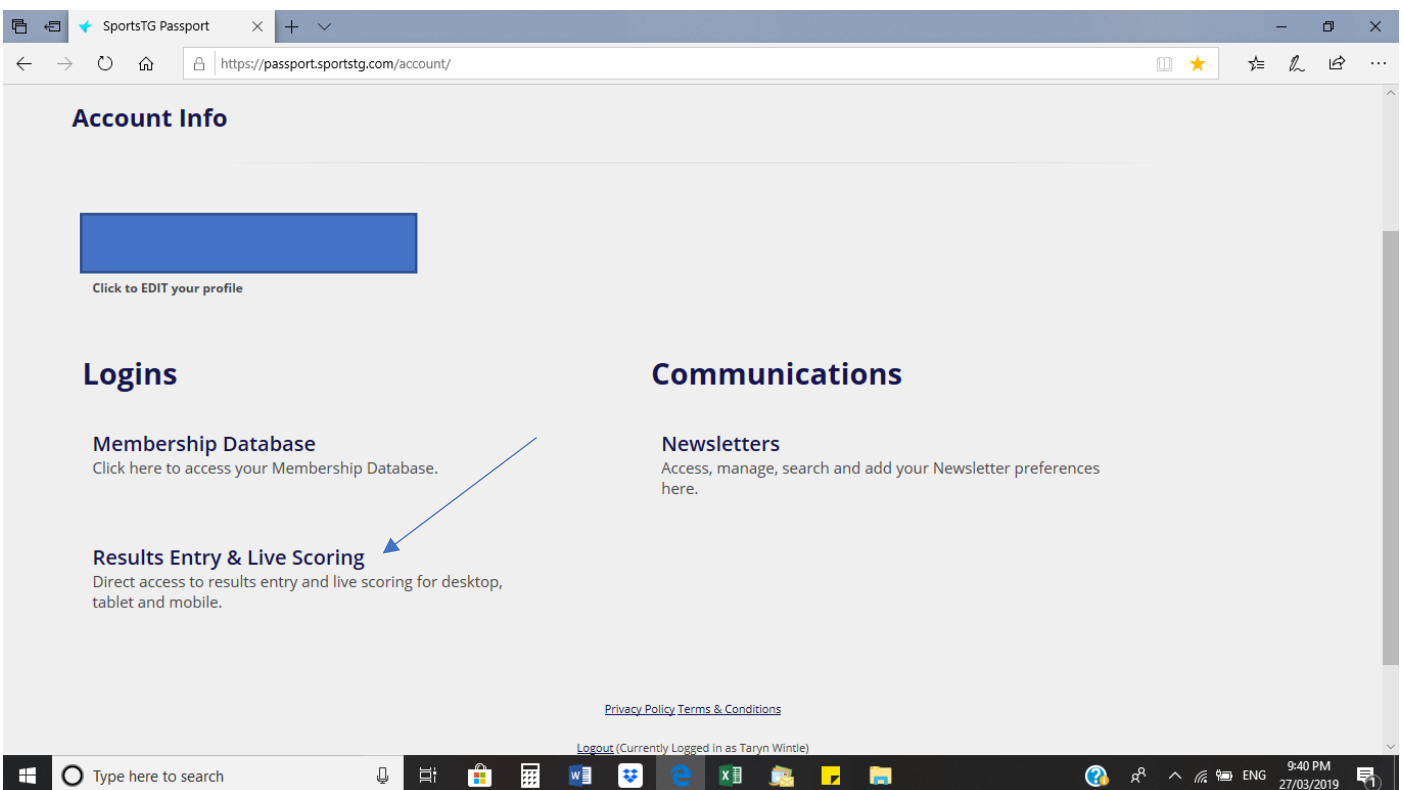# PRINTING TEAM SHEETS INSTRUCTIONS

1.  Firstly, log in to your Passport account which you can access by clicking here: https://passport.sportstg.com/login/



2.  Select "Results Entry and Live Scoring"

3. Select your Team –

# MEMBERSHIP

## Membership Accounts

Select the Membership account you would like to access from the list below.

**Leagues - South Australia**
Region

**Schools - South Australia**
Region

**SANFL Juniors**
Association

**Test Club**
SANFL Juniors
Club

If you'd like to link to another database to this page please contact the administrator for the organisation you desire to be added to and ask them to add you in User Management.

4. Select the Competition and then Match Results.

**Display Matches**
Use the filters below to list the desired matches.

Show matches between *(dd/mm/yyyy)*: 13/6/2020 and 30/06/2020   Season Select a season   Venue Name Select Some Options

Match Status   Select Some Options   Competition Name Select Some Options

SHOW MATCHES    ENTER QUICK RESULTS

| Result | Home Team | | Away Team | | Result | Competition | | Match Date Time | | Venue | | | | |
|--------|-----------|--|-----------|--|--------|-------------|--|-----------------|--|-------|--|--|--|--|
|  | 2 |  | 4 |  |  | 2020 Trial Games |  | 26/06/2020 09:00 |  | To Be Advised |  | PRE GAME | AT GAME | POST GAME |
|  | 3 |  | 1 |  |  | 2020 Trial Games |  | 26/06/2020 09:00 |  | To Be Advised |  | PRE GAME | AT GAME | POST GAME |
|  | 7 |  | 10 |  |  | 2020 Trial Games |  | 26/06/2020 09:00 |  | To Be Advised |  | PRE GAME | AT GAME | POST GAME |

5. Select Pre-Game Button next to the Match you need to print team sheets for.

6. Once Pre-Game is selected, you will then see the following:

Manage this Display List
○ Show all Club players
● Show Players registered to this team only
○ Show Players to this age group
○ Show all Financial Club players for Competition Season
○ Show all players unassigned

Autoselect Players
● No Auto Select
○ Players from previous match in same competition
○ Players registered to this team

TEAM SHEET    ⚙ TOOLS

Available Players

Filter

Selected Players

| Name | No. | Position |
|------|-----|----------|

OP = On Permit  Q = Finals Qualified    SAVE

Autoselect Team Officials
● No Auto Select
○ Select all default team Staff

7.    From here, you can click on **"Show Players Registered to this Team Only"** and it will show all players registered for your team.

8.    Click on each player to move them to the second field of "Selected Players" as below.

Manage this Display List
○ Show all Club players
● Show Players registered to this team only
○ Show Players to this age group
○ Show all Financial Club players for Competition Season
○ Show all players unassigned

Autoselect Players
● No Auto Select
○ Players from previous match in same competition
○ Players registered to this team

Available Players

Filter

Selected Players

| Name | No. | Position | |
|------|-----|----------|---|
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |
| | | -- Select a position -- | ⊖ |

OP = On Permit  Q = Finals Qualified    SAVE

9.  Ensure that **jumper numbers are recorded for each player**. If you do not have them available at the time of printing, you can leave it blank, however you must complete this before handing to the opposition Team Manager and/or Umpire. Once completed, press "Save".

10. Select your Coach and Team Manager and then press "Save Team Officials".



| Group | Appointment Member | | Temporary assignments apply on<br>Please check before applying tem |
|---|---|---|---|
| 1. Coaching Staff | Coach/s | --Select Team Official-- ⌄ | |
| 1. Coaching Staff | 2. | --Select Team Official-- ⌄ | |
| 2. Team Staff | Team Rnr 1. | --Select Team Official-- ⌄ | |
| 2. Team Staff | 2. | --Select Team Official-- ⌄ | |
| 2. Team Staff | Team Mngr | --Select Team Official-- ⌄ | |
| 3. Trainer/Water Carriers | 1. | --Select Team Official-- ⌄ | |

11. Once you have done this, you will then be able to print your three (3) Team Sheets by clicking "Team Sheet" at the top right.