

# 2019 Champion of Champions Play Football Team Allocation Guide

Comprehensive Guide



**Football NSW Limited**

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## 2019 Champion of Champions Team Allocation

For the 2019 Champion of Champions, all players are to be allocated into Teams in Play Football.

All Club players must be registered for the 2019 Outdoor Season in Play Football to be eligible to participate in the Champion of Champions.

Follow the steps below to create teams and allocate your players, coaches and managers. There is to be no deviation to the team names specified. Any variation to the team name will mean that Football NSW will not be able to view your teams and as such they will not be eligible.

Clubs are to send their finalised registration report that contains all Champion of Champions teams and their participating players to their Association to be verified so that the Association can then submit the final report to Football NSW. Only players that meet the eligibility requirements and are listed on the Club registration report that is submitted by the Association to Football NSW are eligible to participate in the competition. See steps 9 and 10 below for assistance with this report.



# CREATING TEAMS & ALLOCATING PLAYERS

1. Log into Play Football Admin area:
2. In the main menu select "**Teams**".

The screenshot shows the 'PLAY FOOTBALL ADMIN' interface for 'Leichhardt Tigers Junior SC Inc.'. The main navigation bar includes 'ORGANISATION', 'PEOPLE', 'REGISTRATION', 'TEAMS', 'COMPETITIONS', 'WEBSITE', and 'REPORTS'. The 'TEAMS' menu item is highlighted with a red box. On the left sidebar, 'Team Management' is listed as the first option. The main content area displays 'Competitions' with filters for Season (2019), Round (CURR), Grade (Not found), and Task (Enter Team Selections). There is also a 'Quick Player Search' field and a 'Go' button. Below this are 'Quick Links' for Popular Tasks (Match Manager, Grade Management, Competition Settings) and Popular Reports (Venue Clashes, Squad Lists, Media Extract).

3. Select "**Team Management**" on the top left-hand side of the screen.

The screenshot shows the 'PLAY FOOTBALL ADMIN' interface with the 'Team Management' menu item highlighted in red on the left sidebar. The main content area is titled 'Participating Team Management' and includes an 'Add New Team' button. A 'Season' dropdown is set to '2019' with a 'Go' button. There is a checkbox for 'Show Inactive Teams'. Below this is a table of participating teams:

	NAME	TEAM CODE	STATUS	AGE FROM	AGE TO	GENDER	SI
<input checked="" type="checkbox"/>	<b>Group: Senior Teams</b>						
	FFA Cup 2018		✓	18	99	M	
	SRC M O35		✓	35	99	M	
	COFC M 35		✓	35	99	M	
<input checked="" type="checkbox"/>	<b>Group: Other Teams</b>						
	BBZ		✓	17	21	M	
<input checked="" type="checkbox"/>	<b>Group: Junior Teams</b>						
	SRC M 12		✓	10	12	M	



- If the team already exists in the list that appears, select the “**person icon**” and allocate the relevant players to the team. Do not allocate more than 18 players to a team. Players cannot be removed from a team once the registration report has been verified and lodged with Football NSW by your Association. See point 9 below for instructions on generating registration reports.

Season

2019

Show Inactive Teams

NAME	TEAM CODE	STATUS	AGE FROM	AGE TO	GENDER	SIZE LIMIT	CURR SIZE	EDIT	MEMBERS
<b>Group: Senior Teams</b>									
FFA Cup 2018		✓	18	99	M		0		
SRC M O35		✓	35	99	M		0		
COFC M 35		✓	35	99	M		0		
<b>Group: Other Teams</b>									
BBZ		✓	17	21	M		0		
<b>Group: Junior Teams</b>									
SRC M 12		✓	10	12	M		0		

- If the team does not already exist, select “**Add New Team**”.

Leichhardt Tigers Junior SC Inc. 
PLAY FOOTBALL ADMIN

[ORGANISATION](#) [PEOPLE](#) [REGISTRATION](#) [TEAMS](#) [COMPETITIONS](#) [WEBSITE](#) [REPORTS](#)

**Team Management**

- Team Groups
- Team Player Allocations
- Team Contacts Report
- Nominate Team to Comp
- Team/Squad Setup (season)

### Participating Team Management

+ Add New Team

Season

2019

Show Inactive Teams

NAME	TEAM CODE	STATUS	AGE FROM	AGE TO	GENDER	SI
<b>Group: Senior Teams</b>						
FFA Cup 2018		✓	18	99	M	
SRC M O35		✓	35	99	M	
COFC M 35		✓	35	99	M	
<b>Group: Other Teams</b>						
BBZ		✓	17	21	M	
<b>Group: Junior Teams</b>						
SRC M 12		✓	10	12	M	



6. In the “**Team Edit**” section insert the Team Name (please use the name as per the table below). For the grouping, select Junior for teams 17 and below and Senior for teams 18 and above. Select “Save” at the bottom of the page. Once completed, go back to step 4 above.

## Team Edit

[← Back to Team Management](#)

### Details

Season \* 2019

Team Name \*

Grouping \*

Junior Teams



Team Code

28K2

Team Number

Status



Age From

0

Age To

0

Gender



Male



Female



Mixed

Playing Level

Player Number Limit

Sort Order

0

Cancel

Save



7. For the Team “Name” please follow the Team Name table below.

	Male	Female
<b>Teams</b>	COFC M 12	COFC F 12
	COFC M 13	COFC F 14
	COFC M 14	COFC F 15
	COFC M 15	COFC F 16
	COFC M 16	COFC F 17
	COFC M 17	COFC F 18
	COFC M 18	COFC F 21
	COFC M 21	COFC F AA
	COFC M AA	COFC F 30
	COFC M 35	
	COFC M 45	

- All clubs must generate a Registration report that lists all teams that have entered the competition and submit to your Association so that they can verify the eligibility of all players.
- On the Team Management page select the ‘**Download Team Lists**’ that you will see at the bottom of the page, this allows you to download and extract an excel list. Delete any tabs that are irrelevant and submit the report that contains only Champion of Champions team tabs to your Association by their cut-off date.

### Participating Team Management ?

[Add New Team](#)

Season

2019

Go

Show Inactive Teams

NAME	TEAM CODE	STATUS	AGE FROM	AGE TO	GENDER	SIZE LIMIT	CURR SIZE	EDIT	MEMBERS	PDF
<b>Group: Senior Teams</b>										
FFA Cup 2018		✓	18	99	M		0			
SRC M O35		✓	35	99	M		18			
COFC M 35		✓	35	99	M		0			
<b>Group: Other Teams</b>										
BBZ		✓	17	21	M		0			
<b>Group: Junior Teams</b>										
SRC M 12		✓	10	12	M		0			

[Download Team Lists](#)

If you have competition specific questions please contact the Competition Coordinator:

**Kim Burge:**

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(business hours – 9am-5pm Mon-Fri)

