



ONLINE REGISTRATION PROCESS

2018/2019


URL:

<https://www.clubregistration.co.uk>



CHARTER
STANDARD
CLUB

Login



Registration

Username:

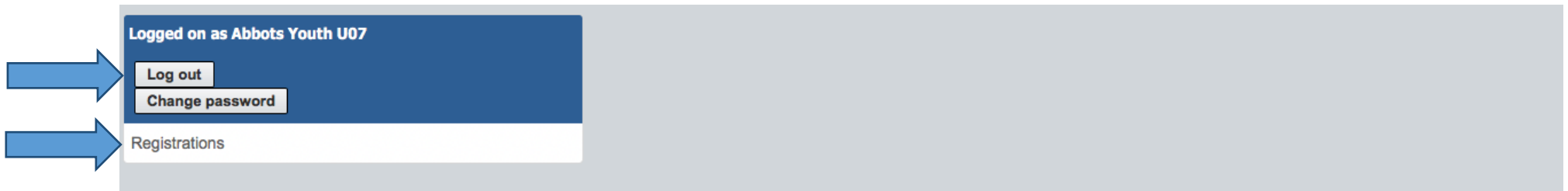
Password:

Remember Password:

- Login using your club username (note spaces in between words) and password.
Hint – the password is the same as your Mitoo password.

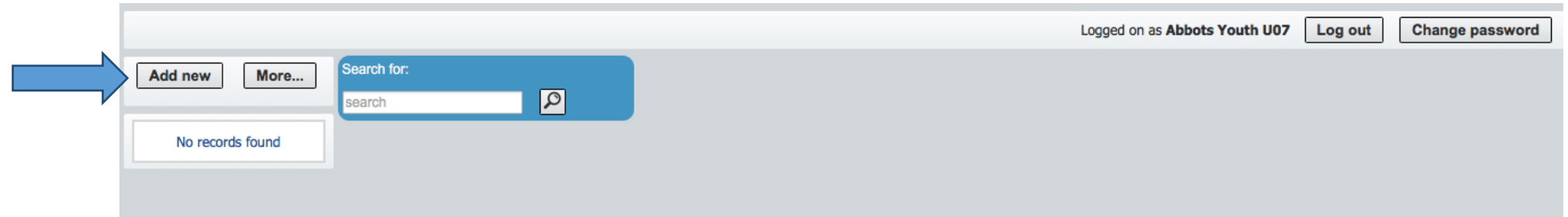


Login Page:



The screenshot shows a user interface for a login page. At the top left, a dark blue box contains the text 'Logged on as Abbots Youth U07'. Below this text are two buttons: 'Log out' and 'Change password'. Below the blue box is a white box containing the text 'Registrations'. Two blue arrows point to the 'Log out' and 'Change password' buttons from the left.

Add new player:



The screenshot shows a user interface for adding a new player. At the top right, it says 'Logged on as Abbots Youth U07' with 'Log out' and 'Change password' buttons. Below this, there are two buttons: 'Add new' and 'More...'. To the right of these buttons is a search bar with the text 'Search for:' and a search input field containing the word 'search'. Below the search bar is a white box with the text 'No records found'. A blue arrow points to the 'Add new' button from the left.



Add a New Registration

Registration Season:

Age Group:

Player First Name:

Player Surname:

Club and Team:

County:

Post Code:

Emergency Contact No.:

Players Photograph:

Image should be less than 1MB & has jpeg, png, gif formats

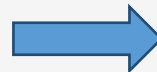
Date of Birth:

DOB and Player Photo: DOB and Player Photo authorised by club secretary

Medical Conditions:

Registered:

Notes.:



- Club Secretary takes responsibility that the player DOB is correct, and that photo is a true likeness.



Non-competitive teams only need to select club and age group

eg: A player for “Abbots Youth U07 Team A” should select club and team as shown

Registration season will be pre-populated.

Age group – select as appropriate

DOB – select month and year as evidenced by club secretary (when select choose Done)

Emergency contact number – only one number accepted – use most significant number (No spaces in between digits).

Club and Team - will be pre-populated using your Club Registration user id

Players photograph browse for image on your own computer (JPEG/PNG/GIF) must be less than 1Mb

Head shot only please:



Medical conditions – list all conditions or enter None.



Save – save players details just entered and add another player.

Back to list – return to the list of your added players.

Changes for 2018/2019

We no longer store Proof of DOB due to GDPR regulations similarly we do not store the complete DOB for players. The onus is on the Club Secretary to confirm that the DOB and photo of the players have been checked.

Printing your team sheet

A screenshot of a web application interface. At the top right, it says 'Logged on as Abbots Youth Blue U12' with 'Log out' and 'Change password' buttons. Below this is a search bar with 'Search for:' and a search icon. On the left, there are three buttons: 'Select all', 'With selected...', and 'More...'. A blue arrow points from the left towards the 'Select all' button. Below these buttons is a blue bar with the text 'Details found: 12 Page 1 of 1 Records Per Page: Show all' and a dropdown arrow. Another blue arrow points upwards from below towards the 'Show all' dropdown. The bottom part of the interface is a solid blue bar.



Once logged in you need to **choose show all** as the default is to show the first 10 players

Choose select all so that the tick box against all of your players are populated

Now print your team sheet and we suggest you laminate it to protect against the elements

You may print your team sheet off as many times as you wish during the season