## **MyClubMate – Registering Teams for Shoalhaven Summer Soccer**

Team Managers should start the registration process by visiting sdfasummer.myclubmate.com.au/TeamManagers/

| Shoalhaven District |                                  | OCUATIO                                      | n Summer Soccer |
|---------------------|----------------------------------|--|-----------------|
| Please I            | Email Address:  Password:  Team: | ember me on this computer  Reset my Password | Click here for  |
|                     | Please click here to             | register a new Team                          | u rvew reum     |

And clicking on the link to register a new Team...

You will then be presented with the New Team Registration form which should be completed as per the next page...

And don't forget to invite your players to join your team!!!

MyClubMate – Team Registration Procedures

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| Team Short Name :  | TestTeam   | *(Max 15 C   | hare)   |  |   |                                    |  |
|--|--|--|---|--|---|------------------------------------|--|
| Team Long Name :   | Team testes  | (Max 15 C  | uais)   |  |   | (Optional - Can be up to 40 Chars) |  |
| Age Group :  | Under 17 Boys 🔻  | ATT Diamer must be all   | nible to play in  | the Age Cross                                  |   | (Optional - Can be up to 40 Chars) |  |
| Team Mixture :   | Male V Preferred Division:   |  |   |  |   |                                    |  |
|  | ividic . Treferred   | Division .   |   |  |   |                                    |  |
| Team Manager:  |  |  |   |  |   |                                    |  |
| Manager's Name :   | Your   |  | Name  |  |   | •                                  |  |
| Manager's Email :  | summer.soccer@s  | hoalhavenfooth   |   | au   | ,   |                                    |  |
| Manager's Phone No :   | Summensoccer@S   | Mobile No :  | Janii Commi   | uu   |   |                                    |  |
| Manager's WWC Number :   |  | . Widone 140 .   |   |  |   |                                    |  |
| Manager's Password :   | easy for players to  | remember   | + I Iro 7   | This with wom                                  | r email to access Team l                      | A femagary Website                 |  |
|  | cusy for players to  | remember   | - Use I   | This with your                                 | eman to access ream i                         | vianagers website                  |  |
| Player Summary:  |  |  |   |  |   |                                    |  |
| Minimum Age :  | 15 Years Old   |  |   |  |   |                                    |  |
|  |  |  |   |  |   |                                    |  |
| Maximum Age :  | 17 Years Old   |  |   |  |   |                                    |  |
| Maximum Age :<br>Minimum # Players :   |  | ur team  |   |  |   |                                    |  |
| _  | 9 That you want in yo  |  |   |  |   |                                    |  |
| Minimum # Players :  | 9 That you want in you That you want in you  | ur team  |   |  |   |                                    |  |
| Minimum # Players :<br>Preferred # Players :<br>Maximum # Players :  | 9 That you want in you That you want in you That you want in you                                       | ur team<br>ur team   | red teem size? /  | (Managare Na                                   | ma EmailID & Comm                             | sett will also be multished)       |  |
| Minimum # Players :<br>Preferred # Players :<br>Maximum # Players :<br>Advertise for Players? :  | 9 That you want in you That you want in you That you want in you                                       | ur team<br>ur team   |   |  |   | ents will also be published)       |  |
| Minimum # Players :<br>Preferred # Players :<br>Maximum # Players :  | 9 That you want in you That you want in you That you want in you                                       | ur team<br>ur team   |   |  | me, EmailID & Comm<br>ard to Players you want |                                    |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :   | 9 That you want in yo That you want in yo 10 That you want in yo  On this Websit                       | ur team<br>ur team   |   |  |   |                                    |  |
| Minimum # Players :<br>Preferred # Players :<br>Maximum # Players :<br>Advertise for Players? :  | 9 That you want in yo That you want in yo 10 That you want in yo  On this Websit                       | ur team<br>ur team   | * Give  | THIS Passwo                                    |   |                                    |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your 1  | 9 That you want in yo That you want in yo 10 That you want in yo  To this Websit  Feam:                | ur team ur team e until you get your prefer  | * Give  | THIS Passwo                                    | ord to Players you want                       | to join your team                  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name:  | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | ur team ur team e until you get your prefer  | * Give  | THIS Passwo                                    | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name: 1 FirstName                                    | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | ur team ur team e until you get your prefer  Date Of Bi  | • Give  | 2002 ▼   | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name: 1 FirstName 2                                  | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | * Give  | 2002 ▼ YYYY ▼                                  | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name: 1 FirstName 2                                  | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | • Give  | 2002 ▼ YYYY ▼ YYYY ▼                           | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name: 1 FirstName 2 3 4                              | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | o Give  | 2002 ▼ YYYY ▼ YYYY ▼ YYYY ▼                    | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your T Given Name: 1 FirstName 2 3 4 5                            | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | *Give   | 2002 ▼  YYYYY ▼  YYYYY ▼  YYYYY ▼              | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your I Given Name: 1 FirstName 2 3 4 5 6                          | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | * Give  rth:  Jan * 2  MMM * 1  MMM * 1  MMM * 1          | 2002 ▼ YYYYY ▼ YYYYY ▼ YYYYY ▼ YYYYY ▼         | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your I Given Name: 1 FirstName 2 3 4 5 6 7                        | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bi   | * Give  rth:  Jan * 2  MMM * 1  MMM * 1  MMM * 1  MMM * 1 | 2002   | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |
| Minimum # Players : Preferred # Players : Maximum # Players : Maximum # Players : Advertise for Players? : Invite Password :  Invite Players to Join your I Given Name:  1 FirstName 2 3 4 5 6 7 8 | 9 That you want in yo That you want in yo 10 That you want in yo  • On this Websit  Feam: Family Name: | Date Of Bit  DD v (  D | * Give    Tth:  | 2002 • YYYYY • YYYYY • YYYYY • YYYYY • YYYYY • | rd to Players you want  FFA Number:           | to join your team  Email Address:  |  |

- 1: Enter your Team Name and optionally select which club you are from....
- 2: Select the Age Group you want your team to play in and then the screen will refresh with the ability to invite your players..
- ability to invite your players..

  3: Enter your details as the manager taking note of your Managers Password you will use this later to login to the managers portal.

  4: Enter the Name, DOB and Email address of the players you want to invite to join your team..

  Try to get these details correct as it will make it easier for your players to register...

  5: The system will automatically send emails to your players with a link to accept and join your team once you submit your team...

  6: You will then be presented with a confirmation page giving details of the competition and at the bottom of that page will be a link to pay your Team Fees... click on the link and pay your fee.

## **MyClubMate – Registering Teams for Shoalhaven Summer Soccer**

If you wish to invite other players later on, or just need to resend the invitation link you can login to the Team Managers portal and check the status of your Invited players...

|                                       |                                       |                          | 1  | rals See        | ion - Au  | horised Users O       | nly                        | 17/40  | M                         |  |
|---------------------------------------|---------------------------------------|--------------------------|--|-----------------|---|-----------------------|----------------------------|--|---------------------------|--|
|                                       |                                       |                          | Main I<br>Invited                            |                 | Switch Te                                       | or TestTea            | m                          |  |                           |  |
| Team Details:<br>Team Short Name :    | TestTean                              |                          |  |                 |   |                       |                            |  |                           |  |
| Team Long Name :                      | Team                                  |                          |  |                 |   | (Ontional             | I - Can be up to 40 C      | hars)  |                           |  |
| Age Group :                           | · · · · · · · · · · · · · · · · · · · |                          |  |                 | - can be up to to c                             | uat o)                |                            |  |                           |  |
|                                       |                                       |                          |  |                 |   |                       |                            |  |                           |  |
| Team Manager:                         |                                       | f. 11                    |  |                 | 0.00  | r Summary:            | 6                          |  |                           |  |
| Manager's Name :<br>Manager's Email : | Wayne Malby<br>wayne@malby.id.au      |                          |  |                 | Minimum Age: 15 Years ( Maximum Age: 17 Years ( |                       |                            |  |                           |  |
| Manager's Phone No :                  | +614282                               |                          |  |                 |   |                       |                            | rs Old   |                           |  |
| Manager's Mobile :                    | +61428220808                          |                          | Minimum # Players :<br>Preferred # Players : |                 |   | you want in your team |                            |  |                           |  |
| Invite Password :                     |                                       | sdfasdfa                 |  |                 | Maximum # Players :                             |                       | That you want in your team |  |                           |  |
|                                       | baras                                 | Surasura                 |  |                 | Maximum # Players : Advertise for Players? :    |                       |                            | 10 That you want in your team Yes  On the Futsal Website |                           |  |
|                                       |                                       |                          |  |                 |   |                       |                            | and a distal Product                                     | )                         |  |
| Invite Players to Join you            |                                       |                          |  |                 |   |                       |                            |  |                           |  |
| Resend Invite? Given Nan  1 FirstNan  |                                       | Family Name:<br>LastName | Date Of B                                    | Birth:<br>Jan ▼ | 2002 -  | FFA Number :          | Email ID :<br>test@test    |  | Status :<br>Not Responded |  |
| 2                                     | ne                                    | Lastivallie              |  | mmm 🔻           |   |                       | test@test                  | .com.au  | Not Responded             |  |
| 3                                     |                                       | 3                        |  | mmm ▼           |   |                       | \ \                        |  |                           |  |
| 4                                     |                                       | 3                        | $\rightarrow$                                | mmm ▼           |   |                       |                            |  |                           |  |
| 5                                     |                                       |                          | $\rightarrow$                                |                 | уууу 🔻  |                       |                            |  |                           |  |
| 6                                     |                                       |                          | _ > > > >                                    | mmm 🔻           | American  |                       |                            |  |                           |  |
| 7                                     |                                       |                          |  | mmm ▼           |   |                       |                            |  |                           |  |
| 8                                     |                                       |                          | dd ▼   | mmm 🔻           | уууу 🔻  |                       |                            |  |                           |  |
| 9                                     |                                       |                          | dd ▼   | mmm ▼           | уууу 🔻  |                       |                            |  |                           |  |
| 10                                    |                                       |                          | dd ▼   | mmm ▼           | уууу 🔻  |                       |                            |  |                           |  |
|                                       |                                       |                          |  |                 |   |                       |                            |  |                           |  |

MyClubMate - Team Registration Procedures

## MyClubMate - Accepting the Invite to join a Team

Players will receive an email similar to the one below

Wayne Malby has Invited you to play Football for Wanderers >



Shoalhaven District Football Association Summer Soccer <SDFA6SDFA6@myclubmate.com.au>

to me ▼

Dear Jacob,

Wayne Malby would like you to play Football for Wanderers

Below are 2 links which you can use to Accept or Decline the Invitation. If you accept, you will then be asked to complete your Registration Online

Click here if you wish to ACCEPT the invite and play for Wanderers

Click here if you CANNOT play for Wanderers and wish to DECLINE

If these links do not work for you, please cut and paste the following into your browser...

To ACCEPT: https://SDFASummer.MyClubMate.com.au/MyDetails/InviteResponse.asp?a=i&m=3&t=4&i=5&x=47&r=y. To DECLINE: https://SDFASummer.MyClubMate.com.au/MyDetails/InviteResponse.asp?a=i&m=3&t=4&i=5&x=47&r=n. To DECLINE: https://SDFASummer.MyClubMate.com.au/MyDetails/InviteResponse.asp.au/MyDetails/InviteResponse.asp.au/MyDetails/InviteResponse.asp.au/MyDetails/InviteResponse.asp.a

Alternatively, you can just register online, select the team Wanderers from the Drop Down and enter the password of sdfasdfa

If you wish to accept the Invite and join the team, simply click on the Accept link and follow the prompts...

MyClubMate - Team Registration Procedures