

Bampton Aunt Sally Association

Team Registration 2020

User Guide



Bampton & District Aunt Sally Association

www.bamptonauntsally.org

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Introduction

From 2020, with the introduction of new features, captains will be required to register a username & password and log-in for certain actions, such as: -

- Register the team
- Register Competition entrants
- Enter scores
- Amend scores (NEW)
- Amend team/venue details

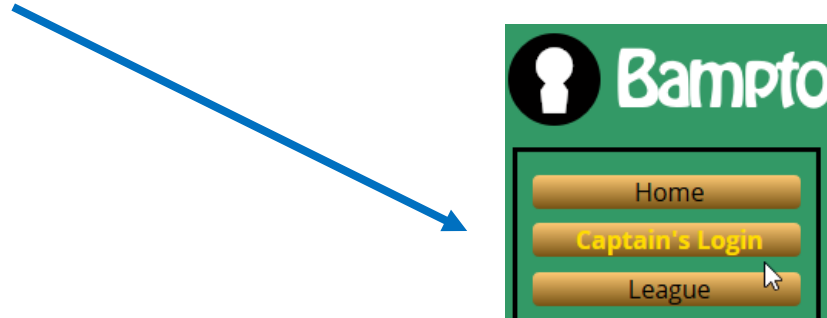
The ability to make your own changes will speed things up and reduce the workload on future Secretaries, but the need for a basic level of security should be obvious.

The log-in will carry over to future seasons.



Registering a captain's username & password

On the Home page, click on 'Captain's Login'



On the next page, you have three options: -

1. Register for the first time
2. Login with your previously registered details
3. Shout for help

Let's look at first-time registration.

Clicking the link will take you to a new page which asks you for some basic one-off information.

All of the text information is mandatory.



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Register

In order to register your team, from 2020 you must fill in the following

Enter first name → **First Name**

Enter last name → **Last Name**

Enter your email address → **Email**
Allow this email address to be displayed on the team contact page Yes No

Enter a contact telephone number → **Contact Number**
Allow this number to be displayed on the team contact page Yes No

Choose Yes/No to have this published for use by other captains. (Secretary will have access to it anyway) Ticking one or other button is mandatory* →

Create an easily memorable username → **Username**

Create a simple password → **Password**

Re-type the password → **Retype Password**

When done, click to register →

This is not banking security, so your username & password can be short and simple and if your browser detects them and asks you if you want to store them, in this instance you can say yes.

This should result in the browser filling in the boxes when you come to log-in.

DO NOT STORE ANY SENSITIVE/CRITICAL PASSWORDS IN YOUR BROWSER.

**This is to comply with General Data Protection Regulations*



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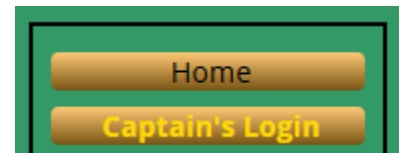
Once your details have been uploaded, you'll see this screen: -

From here, you can choose any of the 'protected' activities listed.

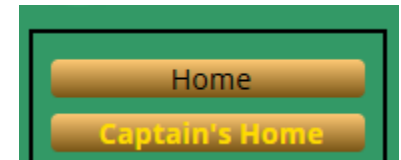
(Team Registration is dealt with shortly)



Clicking 'Logout' will take you back to the Home page.

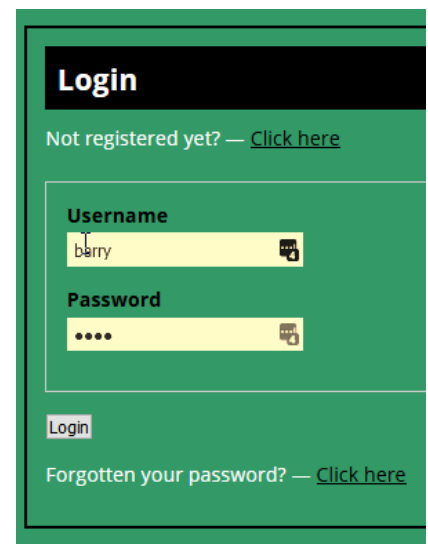


Clicking 'Home' will also take you back to the Home page, but you are still logged in.



Logging In

Once registered, you can log in by either typing your chosen username and password, or recovering it from your browser or password manager.





Forgotten Password

Should you have forgotten either your username or password, clicking 'Forgotten your password – Click here', will take you to a separate screen where you can either email or telephone the Secretary and either get or change your details.

Forgotten Password

Please contact Barry on admin@bamptonauntsally.org or 01367 253788



Registering Your Team (2020)

Having successfully logged in, click on Register Team



This first part on the registration form is unchanged.

Click the 'Select Venue' drop down arrow and pick your venue from last year's list.

If you've changed to a new unlisted venue, or if you're a brand-new team, then click 'NEW'

Team Registration

Select team & venue

Firstly, select your venue from the list below.
(If your venue isn't in this list, then select 'NEW').

Select Venue

- NEW
- Beehive
- Bell Inn
- Carpenters Arms
- Carterton Football Club
- Carterton Social Club
- Chequers
- Clanfield Football Club

For this example, we'll choose 'Beehive'

Next click the drop-down arrow next to 'Select Team'.



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The list comprises all of the teams that were registered in the previous year. If your team is in that list, scroll down and select it.

If you are a brand-new team, select 'NEW'

For this example, we'll choose 'Beehive' again.

When done, click 'Next'

So far there have been no changes from previous years, but the next screen contains differences.

There are three parts to the form: -

- Venue details
- Team details
- 8 A Side competition entry (NEW)

The top section contains venue details- if an existing venue, details will have come from last year's database. Please check carefully and amend appropriately.

All asterisked* fields are mandatory (now including licensee).

(The reason the details haven't been blanked is that this is all public domain information)

Team Registration

Select team & venue

Firstly, select your venue from the list below.
(If your venue isn't in this list, then you can add a new venue.)

Select Venue

Next, select your team from the list below.
Team names already registered will be highlighted in green.

Select Team

Select Team

NEW

Athletico Talbot

Bampton Ducks

Beehive

Bell A

Next

Venue, Team & 8 A Side Competition

Please check that ALL details are correct and amend accordingly.
All fields marked with * are mandatory.

Venue

Venue Name *
Beehive

Venue Address *
18 Black Bourton Road

Town *
Carterton

Post Code *
OX18 3HA

Telephone *
01993 840813

Licensee *
Steve Patterson

Venue's Email Address
beehive@wadworth.co.uk

Venue's Website
www.beehivecarterton.co.uk



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The form will display up to a maximum of 16 of last year's registered players – provided that they actually played!

Add, delete, and amend accordingly, including gender.

(Still only two choices at this time)

If new players are added, type in the team that they played for last year or type 'None' (this is mandatory).

Finally, in the right-hand column, click against whoever is captain this year.

(The person logged in, filling in this form may not be the captain!)

Team

Team Name
Beehive

Register a minimum of 6 players. You can add additional players at any time.
Please enter the team played for last year, or type 'None'.
All fields marked with * are mandatory.

No.	First Name *	Last Name *	Gender *	Played for last year *	Captain
1	Andy	Webb	Male	Beehive	<input type="radio"/>
2	Billy	Lester	Male	Beehive	<input type="radio"/>
3	Josh	Marett	Male	Beehive	<input type="radio"/>
4	Lez	Edwards	Male	Beehive	<input type="radio"/>
5	Mike	Ilingworth	Male	Beehive	<input type="radio"/>
6	Phil	Spencer	Male	Beehive	<input type="radio"/>
7	Rob	Ilingworth	Male	Beehive	<input type="radio"/>
8	Scott	Bowhill	Male	Beehive	<input type="radio"/>
9	Simon	Marett	Male	Beehive	<input type="radio"/>
10	Steve	Wixey	Male	Beehive	<input type="radio"/>
11	Tom	Blair	Male	Beehive	<input type="radio"/>
12					<input type="radio"/>
13					<input type="radio"/>
14					<input type="radio"/>
15					<input type="radio"/>
16					<input type="radio"/>

The final section captures whether you intend to enter the 8 A Side competition this year. Not all do and it's important for the draw that we know in advance. Again, this field is mandatory.

8 A Side Competition *

Do you wish to be entered in this years 8-A-Side competition.

Yes No

Please check all fields before submitting. All fields marked with * are mandatory

Submit

Check all details on the form carefully and click 'Submit'.

The 'Register Team' link will disappear on the closure date (April 1st for 2020).