FOOTBALL FEDERATION SA
FOX SPORTS PULSE
ELECTRONIC TEAM SHEETS
AND RESULTS ENTRY

Fox Sports Pulse Procedure

This guide has been prepared by Football Federation SA to assist club officials with the online process for entering team lists and results.

This document covers the following areas:

1. Registering for a SP Passport

2. Logging into Fox Sports Pulse

3. Online Results Entry
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1. REGISTERING FOR A SP PASSPORT

To gain access to Fox Sports Pulse Club Officials will need to register for an SP Passport. Access is provided on an individual basis, not a generic Club login. To set up an SP Passport you will need to do so by going to the following link and registering for an account: https://passport.Fox Sports Pulse.com//login/ Once the account has been established, an automatically generated email from Fox Sports Pulse will be sent asking you to confirm your email address by clicking on a link.

After you have confirmed your email, you will need to complete the Fox Sports Pulse Access Request form and email it through to the relevant Competition Coordinator who will then notify you when your account has been set up. Only after all of this information is received can club access be provided.

Clubs can be provided with different levels of access to Fox Sports Pulse. The standard issued login is at the Club level. If Clubs would like their managers/officials to be responsible for the entry of their own teams scores, separate access can be provided so that they can login at team level only, this means that they will only have the option to see matches in which their team is a part of. If you would like this set up, please notify Football Federation SA.

2. LOGGING INTO FOX SPORTS PULSE

After club/team access has been set up, you will need to sign in to Fox Sports Pulse.

If your name appears in the Black menu bar at the top of the screen, you are already logged in. Click on your name and you will be taken to your account. If you are not logged in, click on "**Sign In**". If you have not logged out since your access was set up, you will need to log out and then log back in for the changes to take effect.

After you have logged in, select "**Membership Database & Results Entry**". You will then be taken to a new screen (3) which will display all of the databases that you have access to. Click on the relevant database.

Once logged into this section you will be able to view teams, individuals allocated to the team/club, access reports and the communicator function. More details on these areas can be provided if requested.

3. ONLINE RESULTS ENTRY

The Online Results system can be accessed from the Football Federation SA website for all Junior Premier/State League matches, Junior Girls and Senior Women's or through the NPL SA Website for Senior Men's by selecting the Enter Results link as shown below. This link can be used for clubs and teams to access the Online Results system using their SP Passport.

a. Match List Screen

Matches will be displayed on the Match List screen below and all match administration can be done through the Pre Game and Post Game buttons on the far right hand side.

The Match List can be filtered out by:
- Date Range
- Venue Name
- Competition Name
- Season
- Club

Below is the Match List Screen. This will be the first screen that comes up when entering the Online Results system from your Membership database.

b. Quick Results

The **Enter Quick Results** option will give the ability for the Result of a match to be entered in quickly and easily from the Match List screen (shown below). Quick Results entry will just give the option to enter in a Win/Loss/Draw result for a Match; specific results for those matches can then be added at a later stage if required.

To enter Quick Results for a match:

1. Select the **Result** from the match (ie. Won/Lost) for each team
2. Click **Save Quick Results**
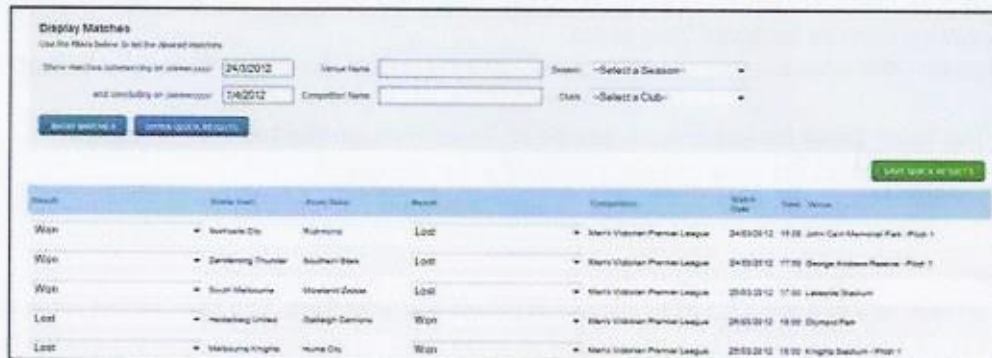
All results need to be entered no later than 30 minutes of the last game played by the club. Results will be automatically uploaded to the website at times set by Football Federation SA.

4. PRE-GAME AND POST-GAME

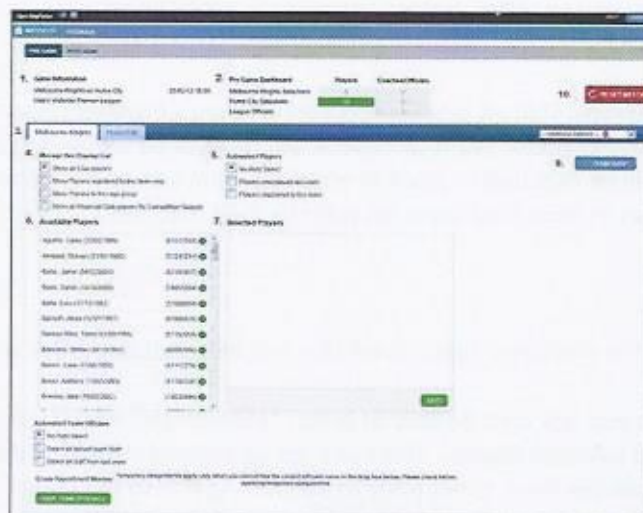All match administration can be conducted through the Pre-Game and Post-Game buttons on the far right hand side.

a. Pre Game Screen

The Pre-Game Screen (shown below) houses all the pre-game administration including team selections and accessing team sheets.

b. Pre-Game Screen Options

1. *Game Information* – This contains details of the match being edited.
2. *Pre-Game Dashboard* – The dashboard will show the current number of players and coaches/officials selected for either team.
3. *Team Tabs* – Two tabs across the top house the information for both teams.
4. *Manage this Display List* – This will give you the option of filtering out members for team selection by 'All Club Players', 'Players registered to this team only', 'Players to this age group' or 'all Financial club players'.
5. *Autoselect Players* – This will give you the option to Auto-Select your players by either players who played last week or players registered to the team.
6. *Available Players* – This is the listing of all players available to be assigned to the match.
7. *Selected Players* – All members you have assigned to the match will appear in the Selected Players box and player positions and numbers can be assigned from there.
8. *Additional Options* – This is where you can edit additional information like Player Roles and Default Club Jumper Numbers.
9. *Team Sheet* – The Team Sheet for either team can be accessed through the Team Sheet button
10. *Reset Match* – This will reset ALL data currently entered in for the match.

c. Player Selection

To the left of the screen, you will see a list of all players registered in your Club. You can use the scroll bar to look for players (defaulted to alphabetical listing by surname) or you can start typing their name in the search field above the player list. Upon locating the players you wish to add to the team sheet, click on the green "+" to the right of their name. Clicking on the "+"will move the player across to the area on the right hand side of the screen.

After you have selected all of your players for the first game, you will then have the option in future weeks to select *"Players who played last week"*. This will populate the right hand side with the information (including shirt numbers) that were used the week prior.

If you make an error when making your team selections, or if the automatic selection brings across players who will not be participating in this fixture, click on the red "-" to the right of the players name to remove them from the team selection.

For NPL Senior Grades you will be able to select *"Players registered to this team"* which will prepopulate a list of players who have been submitted to FFSA as your senior squad PPS lists for 2015. From here you can add or remove players as required for that week.

After you have completed your player selection, enter in the shirt numbers for each of the players, then click on the *"Save"* button below the players list on the right. If you have incorrectly entered a shirt number more than once, you will receive a message screen advising you so. After making corrections, click *"Save"* again and you will receive a message screen with *"Player selection saved"*.

For the 2015 Season it is a requirement that all NPL Seniors and Women's Premier League Clubs enter their playing list for the weekend's fixtures into Fox Sports Pulse. Team selections will need to be entered in by 9:00am Friday prior to the weekends match. This process will be required in place of emailing team lists to the relevant competition administrator. Clubs will be able to make changes to their final team list prior to their matches.

d. Printing of Team Sheets

Teams will be required to utilise the electronic team sheet that will be generated after saving the player selection for all competitions in 2015.

Whilst in the *"Pre Game"* section you will then be able to select "FFSA Single" which will open up a prepopulated team sheet including match details and selected players. This can then be printed for match day, clubs will be required to ensure only 16 players are listed on the team sheet prior to submitting this to the match official. Manual amendments can be written in the bottom section and any players not taking part in the match must be crossed off the team sheet.

e. Post Game Screen

The Post-Game Screen (shown below) houses all the post-game administration including team statistics, results entry and individual player statistics.
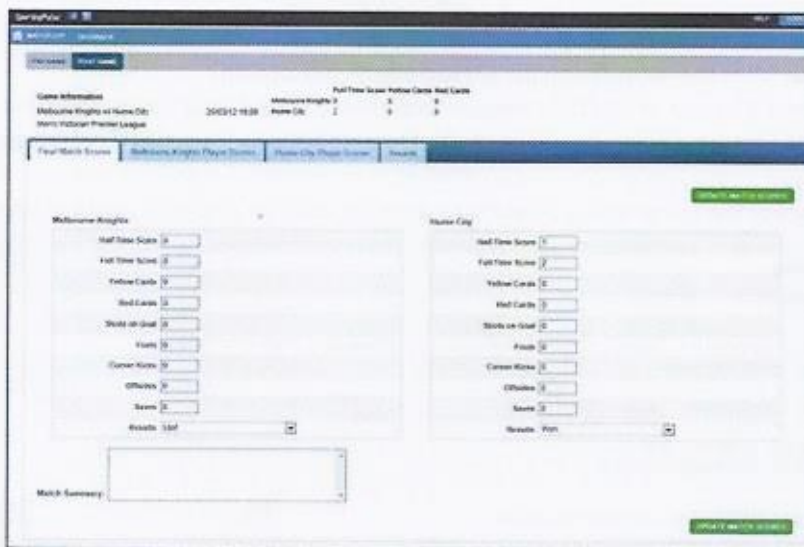
f. Post Game Screen Options

Final Match Scores – All team match data will be entered in for both teams on this screen. To save the results from a match, click Update Match Scores. A value from each Results field (ie. Won and Lost or Draw and Draw) will need to be selected to save the match data.

Team Tabs (Player Scores) – All match information for specific players from each team can be entered in on the screen below. Each team has their own tab and all players selected for the match will appear for their respective teams.
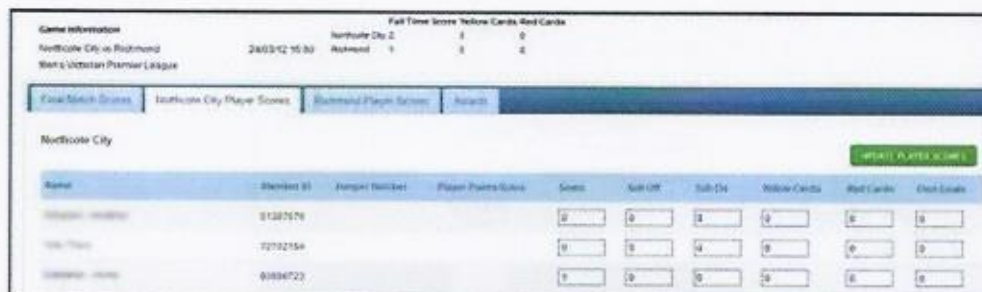
5. LIVE SCORING

1. To utilise the 'Live Scoring' function at games you will need to follow the below steps:

2. From the Online Results match list, you will see a number of options for filtering the matches that you want to display:

- Match date - enter a start date in the 'Show matches commencing on' field and an end date in the 'and concluding on' field
- Season - select a season from the drop-down list
- Club - select a club from the drop-down list (Association-only option)
- Venue name - select a venue or multiple venues from the 'Venue Name' drop-down list
- Competition name - select a competition or multiple competitions from the 'Competition Name' drop-down list

3. From the Match List, locate the game that you want to enter results for and click on **At Game**.

4. LiveScore will launch for the selected game. The 'Game Information' screen provides a number of options for inputting live progress scores, player actions and the game time.

5. At the commencement of the game, click on **Start Clock**. The clock will commence.
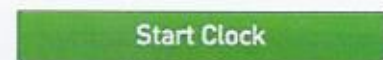
6. Once the clock starts, the 'Start Clock' button will change to 'Stop Clock'. You can pause the clock at any time by clicking on **Stop Clock**.

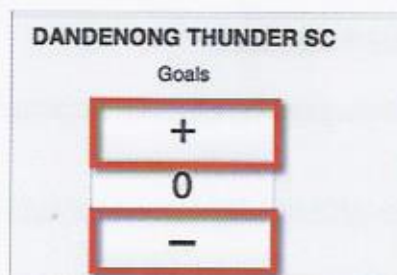7. When a team scores, click on the **plus (+)** button below the scoring team to add goals or behinds to that team's scoreboard. A goal will add the relevant points to the team's score depending on the sport. A behind option will also be available for AFL games. If you make an error, you can click on the **minus (-)** button to deduct from the team's score.

DANDENONG THUNDER SC

Goals

+

0

—

8. To add a player action, such as a goal scorer, click on **Add Player Action** below the team that the action belongs to.

DANDENONG THUNDER SC

Goals

+

0

—

Add Player Action

9. A list of available player actions will appear. **Click on the action** that you want to add.

Select an Action

Goal

Own Goal

Red Card

Sub Off

Sub On

Yellow Card

10. The player list for that team will appear **Click on the name of the player** you want to assign the action to.

11. You will be returned to the scoreboard and the 'Actions' area will be updated with the newly added action. If you have added a 'scoring' player action, ie. a goal or a behind, the scoreboard will automatically update with the score.

12. As each action is added, it will be listed above the previous action.

13. If you make a mistake on a player action, the action can be deleted by clicking on the button next to the action you want to delete. It must be deleted before the end of the current period. After a period concludes, player actions cannot be deleted.

14. The live scores will be shown on the League and Club Mobile & Websites on the Fixtures Page

ADDITIONAL RESOURCES:

Fox Sports Pulse Support

Website: https://sportingpulse.zendesk.com/home

Help Desk: https://sportingpulse.zendesk.com/anonymous_requests/new

Online Results and Team Sheets Webinar
http://www.youtube.com/watch?v=6MDf-NtsHFY&list=UUUqjPAUF8uWl-wL3T-xp8tQ&index=2