

STEP 4 - Create clubs

Navigate to the User module.



- Home
- User**
- Registration
- Competitions
- Match Day
- Communication
- Shop
- Officials
- Finance
- Advertising
- Websites

Actions Required

Actions 78	De-Registration 0 Awaiting Approval	Transfer 0 Awaiting Approval	90 Day + Offline 0 Awaiting Refund	Government Vouchers 0 Pending	Restri
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Overview

Revenue: Last 7 days	Users: 2023
2 days ago	Yesterday
Registered	Non-Registered

Registration Last 7 days

\$1,221.14 \$

Shop Purchases Last 7 days

\$0.00 \$

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- Affiliates**
- Our Organisation
- Affiliate Directory

Hover over the Administrators tab and select Affiliates.

User Profile

Year: 2021 | Competition: All x | Roles: All x | Gender: All

Linked: All x | Postcode: Postcode | DOB From: dd-mm-yyyy | DOB To: dd-mm-yyyy

Show Merged Users only

No. of Users
11188

No. of Registered Users [?]
5664

No. of Spectators - Un-named
0

User ID	First Name	Last Name	Role	Linked	Competition	Team	DOB	Action
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STEP 4 - Create clubs

Affiliates

Select Add Affiliate

Export Affiliates

+Add Affiliate

Affiliated To: All Organisation Type: All Status: All

Name	Affiliated To	Organisation Type	Contact 1	Contact 2	Status	Action
Adelaide Plains Basketball Association	Basketball SA Country	Association/ League	Kirsty		Published	...
Barossa Valley Amateur Basketball Association	Basketball SA Country	Association/ League	Marisa	Graham	Published	...
Basketball Mount Gambier Inc	Basketball SA Country	Association/ League	Teresa	Jess	Published	...
BMG Bulldogs Basketball Club	Basketball Mount Gambier Inc	Club/ School	Teresa		Published	...
BMG Cougars Basketball Club	Basketball Mount Gambier Inc	Club/ School	Teresa		Published	...
BMG Panthers Basketball Club	Basketball Mount Gambier Inc	Club/ School	Teresa	Jen	Published	...
BMG Roos Basketball Club	Basketball Mount Gambier Inc	Club/ School	Teresa	Mandy	Published	...
Bordertown and Districts Basketball Association	Basketball SA Country	Association/ League	Sally	Jess	Published	...
Broken Hill Basketball Association	Basketball SA Country	Association/ League	Danielle	Alecia	Published	...



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Affiliates > Add

Organisation Type

Club/ School

Affiliated To*

Name*

Name

Select country organisation

Address*

Please input address

Phone Number*

Phone Number

Email*

Email

Fill in Club Information:

- Name
- Address
- Phone Number
- Email

Please add your association (abbreviated) in front of the clubs name.

E.g. Titans from Whyalla Basketball Association
Name: WBA Titans

"Organisation Type" and "Affiliated To" will be prefilled.

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Contacts

Contact1 Remove

First Name*

Middle Name

Last Name*

Email*

Phone Number

Permission Level ?

- Admin
- Web Admin - Umpires
- Web Admin - Finance
- User - Read Only
- Web Admin - Team Sheet View

Cancel Affiliate



Scroll down and add all key club contacts and define their Permission Level. Click Affiliate.

All contacts MUST be setup with personal contact details (not association emails), to not create duplicate profiles in the system.