

STEP 5 - Set up registrations

Actions Required

Actions

78

De-Registration

0

Awaiting Approval

Transfer

0

Awaiting Approval

90 Day + Offline

0

Awaiting Refund

Government Vouchers

0

Pending

Restri

Overview


Revenue: Last 7 days ▾

2 days ago	Yesterday
------------	-----------


Users: 2023 ▾

Registered	Non-Registered
------------	----------------


Registration Last 7 days ▾














\$1,271.37 

Shop Purchases Last 7 days ▾

\$0.00 

Navigate to the Registraton module.





STEP 5 - Set up registrations



BasketballConnect

Registration



Dashboard

Registrations

Membership

Competition

Year: 2023

Owned Competition Registrations

Select + New Competition Registration.

+ New Competition Registration

Competition Name	Registration Divisions	Registration Type	Status	Action
2023/24 U18 EADP Trials	<div>U18 Women North</div> <div>U18 Women South</div> <div>U18 Men North</div> <div>U18 Men South</div>	Direct	Registration Closed	...
2023/24 U18 EADP Trials (ARCHIVE)	<div>U18 Women North</div> <div>U18 Men North</div>	Direct	Archived	...
2023 U13 Future Development Program Camp	<div>Boys</div> <div>Girls</div>	Direct	Registration Closed	...

Participating-In Competition Registrations

Competition Name	Registration Divisions	Registration Type	Status	Action
<div>No Data</div>				

STEP 5 - Set up registrations

Competition Fees

Details Membership Registration Divisions Fees Payments Discounts


Year*

2023

Competition Name*

Registration Example

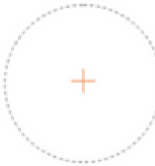
Competition Logo*



☒ Use Default

Selected file must be less then 2 MB and jpg, jpeg, png, webp formats are supported.

Hero Image for Registration Form



Selected file must be less then 2 MB and jpg, jpeg, png, webp formats are supported.

Approximate Dimension: Width: 1200px Height: 400px

Description

Write a brief description of the Competition..

1

Select Competition Year and add a name for your competition
E.g. 2023/24 SAC Summer Season

For 2023/24 Summer, select Year "2024" for current BSA and SAC levies.

If you would like to add any details about your competition, you can write these in the Description box.

STEP 5 - Set up registrations

2

Select the Venue which your competition is held at. Multiple venues can be selected if required.

Venue*

Select Venue

Wulanda Recreation & Convention Centre

Morphett Vale Basketball Stadium

Port Adelaide Basketball Stadium

Springbank Sports Centre

The ARC Campbelltown

Wayville Sports Centre

St Clair Recreation Centre

Lights Community & Sports Centre

If one of your venues is not in the list, please contact admin@sacbc.com.au and provide the following details for the venue to be added to Basketball Connect:

- Venue name
- Address
- Number of courts

days

hours

Minutes

mins

Registrations Close*



STEP 5 - Set up registrations

Select Weekly Competition for Type of Competition.

3

Type of Competition*

☒ Weekly Competition

☐ Tournament

Competition Format*

☐ Knock Out ?

☐ Round Robin ?

☐ Double Round Robin ?

☒ Enhanced Round Robin - Fixed Number of Rounds ?

☐ Enhanced Round Robin - Full Rounds Only ?

Competition Start Date*

dd-mm-yyyy

Competition End Date*

dd-mm-yyyy

Number of Rounds*

Select Competition Format. Hover over the orange question mark to read what each format means.

4

(MOST COMMON) Enhanced Round Robin - Fixed Number of Rounds. This format will rotate through teams playing each other until the set number of rounds is over.

Enhanced Round Robin - Full Rounds Only. This format all teams will play each other an equal number of times, as many time as the competition time frame allows.

Select Competition Start Date and Competition End Date.

5

Enter Number of Rounds. NOT INCLUDING FINALS.

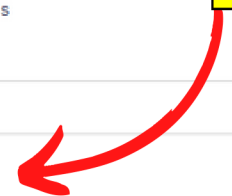
6

STEP 5 - Set up registrations

7
Enter Time
between
Rounds.
(Generally 7
days)

8
Select Registration Close date.
If your association does not close registrations, set
this date to the Competition End Date OR date you
will be starting finals.

This date can be edited later throughout the
season if required.



Time between Rounds

Days

days

Hours

hours

Minutes

mins

Registrations Close*

dd-mm-yyyy

Non-Playing Dates

+ Add Another Non Playing Date

9
Add Non-Playing Dates.
School Holidays/ Public Holidays ect.

STEP 5 - Set up registrations

Players in each team

Maximum Number

Enter a maximum number of players in each team (not compulsory).

10

Players to appear in Match Day:

- ☒ Only when the Competition Organiser publishes the Players to Match Day or Publishes the Draw
- ☐ Automatically when a player is placed into a team and the team has already been published to Match Day

Select when players appear in Match Day module.

11

Registration Invitees* ?

Affiliates ?

- ☐ 2nd level Affiliates - Club/ School
- ☐ None

Any organisation ?

- ☐ Associations/ Leagues
- ☐ Clubs/ Schools
- ☒ None
- ☐ Direct ?

Select your Registration Invitees.

12

CANNOT BE CHANGED ONCE PUBLISHED

ASSOCIATIONS WITH CLUBS

Select 2nd Level Affiliates - Club/School. Players register directly to their club, each club has their own registration link.

ASSOCIATIONS WITH NO CLUBS

Select Direct. Players register directly to the association.

ASSOCIATIONS WITH CLUBS & INDEPENDENT TEAMS

FOR CLUBS - Select 2nd Level Affiliates - Club/School. Players register directly to their club, not the association, each club has their own registration link.

FOR INDEPENDENT TEAMS - Select Associations/ Leagues and select your association. Players will register to the association using the association link.

Save as Draft

Next

Click Next



STEP 5 - Set up registrations

Competition Fees

Details | Membership | Registration Divisions



13

Select Membership Products to attach to Registration form.

CANNOT BE CHANGED ONCE PUBLISHED

Membership Product*

- ☐ SA Country Levy
- ☐ Non-Playing Membership
- ☐ SAC Temporary Fill-in Player
- ☐ SAC Hoops

Membership Type

STEP 5 - Set up registrations

Membership Type

SA Country Levy

☒ 12 and Under

☒ 13+

Select Membership Type from each product to attach to Registration form.

13

**CANNOT BE CHANGED
ONCE PUBLISHED**

Non-Playing Membership

☒ Coach

☒ Referee

☒ Team Manager

SAC Temporary Fill-in Player

☒ 12 and Under

☒ 13+

Click Next

Delete

Save as Draft

Next

STEP 5 - Set up registrations

Registration Divisions

Membership Product Name: SA Country Levy

Add Registration Divisions (Age Groups in GameDay).

14

It is recommended that Gender Restrictions and Age Restrictions are added to each Division, this will stop players from accidentally registering into the wrong division.

CANNOT BE CHANGED ONCE PUBLISHED

DOB To
2017-12-31
2010-12-31

DOB To
2017-12-31
2010-12-31

SA Country Levy*

Division Name	Gender Restriction ?	Age Restrictions ?	DOB From	DOB To
Senior Men	<input checked="" type="checkbox"/>	Male <input type="text" value="Male"/> <input checked="" type="checkbox"/>	01-01-1923 <input type="text"/>	31-12-2005 <input type="text"/> <input checked="" type="checkbox"/>
Senior Women	<input checked="" type="checkbox"/>	Female <input type="text" value="Female"/> <input checked="" type="checkbox"/>	01-01-1923 <input type="text"/>	31-12-2005 <input type="text"/> <input checked="" type="checkbox"/>
U18 Boys	<input checked="" type="checkbox"/>	Male <input type="text" value="Male"/> <input checked="" type="checkbox"/>	01-01-2006 <input type="text"/>	31-12-2007 <input type="text"/> <input checked="" type="checkbox"/>
U18 Girls	<input checked="" type="checkbox"/>	Female <input type="text" value="Female"/> <input checked="" type="checkbox"/>	01-01-2006 <input type="text"/>	31-12-2007 <input type="text"/> <input checked="" type="checkbox"/>

+ Add Registration Divisions

Non-Playing Membership*



STEP 5 - Set up registrations

Add Registration Divisions (Age Groups in GameDay).

15

When adding Registration Divisions to the SAC Temporary Fill-in Player, create ONE Division called "Fill In" with NO RESTRICTIONS. All Fill In players will be moved into a playing division in Match Day.

CANNOT BE CHANGED ONCE PUBLISHED

SAC Temporary Fill-in Player*

Division Name

Gender Restriction

Age Restrictions

DOB From

DOB To

Fill In

+ Add Registration Divisions

Competition Registration

- ☒ Single competition registration only
- ☐ Multiple registrations to the same competition (different divisions only)
- ☐ Multiple registrations to the same division

Select what Competition Registrations you will allow.

16

(MOST COMMON) Single competition registration
Players can only register into one division.

Multiple registrations to the same competition (different divisions only)
Players can register into multiple divisions (age groups), they will be required to pay multiple competition fees.

How to add players to multiple divisions without them being required to pay multiple competition fees will be covered in Competition set up.

Delete

Save as Draft

Next

Click Next

STEP 5 - Set up registrations

Fees ?*

17

Select whether your association fees apply to All Divisions or change Per Division.

SA Country Levy

☒ All Divisions ? ☐ Per Division ?

☐ Individual User Registrations

☐ Team Registration

Non-Playing Membership

☒ All Divisions ? ☐ Per Division ?

☐ Individual User Registrations

SAC Temporary Fill-in Player

☒ All Divisions ? ☐ Per Division ?

☐ Individual User Registrations

Delete

Save as Draft

Next



Fees - Association does not charge game fees

18

If your association does not charge At Match fees, select Individual User Seasonal Fee > Charged for Full Season.

When adding full season association fees, enter this amount in the Nomination fees box.
If GST is included in your fees, you will need to calculate the GST amount and enter in the separate GST box.

SA Country Levy

☒ All Divisions ?

☐ Per Division ?

☒ Individual User Registrations

☒ Individual User Seasonal Fee ?

☒ Charged for Full Season

☐ Charged Per Game Played

Membership Type	Division	Membership Fees (excl. GST)	GST	Nomination Fees (excl. GST)	GST	Competition Fees (excl. GST)	GST	Total
12 and Under	N/A	\$ 35.44	\$ 3.54	\$ 0	\$ 0	\$ 0	\$ 0	\$
13+	N/A	\$ 49.99	\$ 5	\$ 0	\$ 0	\$ 0	\$ 0	\$

☐ Individual User Single Game Fee

☐ Team Registration

Non-Playing Membership

☒ All Divisions ?

☐ Per Division ?

Fees - Association charges game fees (through BC)

19

SA Country Levy

☒ All Divisions ? ☐ Per Division ?

☒ Individual User Registrations

☒ Individual User Seasonal Fee ?

☐ Charged for Full Season ☒ Charged Per Game Played

☒ Include Borrowed Players

Membership Type	Division	Membership Fees (excl. GST)	GST	Nomination Fees (excl. GST)	GST	Competition Fees (excl. GST)	GST	Total
12 and Under	N/A	\$ 35.44	\$ 3.54	\$ 45	\$ 4.50	\$ 6	\$ 0	\$ 94.48
13+	N/A	\$ 49.99	\$ 5	\$ 45	\$ 4.50	\$ 6	\$ 0	\$ 110.49

☐ Individual User Single Game Fee

☐ Team Registration

If your association will be charging game fees through Basketball Connect, select Individual User Seasonal Fee > Charged Per Game Played.

Add FULL SEASON association fees, in the Nomination Fees box.
Add the GAME fee in the Competition Fees box
If GST is included in your fees, you will need to calculate the GST amount and enter in the separate GST box.

Tick "Include Borrowed Players"



SEASON
FEE

GAME
FEE

Fees - Team Registration (Independent Teams)

20

SA Country Levy

☒ All Divisions  ☐ Per Division 

☐ Individual User Registrations

☒ Team Registration

☐ Individual Fee (charged per player)

☒ Team Fee (charged for whole team)

☐ Charged for Full Season ☒ Charged Per Game

Membership Type	Division	Membership Fees (excl. GST)	GST	Nomination Fees (excl. GST)	GST	Competition Fees (excl. GST)	GST	Total
12 and Under	N/A	\$ 35.44	\$ 3.54	\$ 0	\$ 0	\$ 0	\$ 0	\$
13+	N/A	\$ 49.99	\$ 5	\$ 0	\$ 0	\$ 0	\$ 0	\$

Team Registration allows a member to register a team. Individual Fees (charged per player) are setup the same as Individual User Registrations. Please see Step 18 or 19.

Team Fee (charged for whole team) can be used to either charge team nomination fees for Independent Teams OR charge a team game fee rather than each player being charged a game fee.

The member who registers the team will be automatically charged the nomination (as a once off) or game fee (charged each game).

PLEASE NOTE: When using the Team Registration, the member registering the team will need to know all players names and emails, as they will be required to invite the other players to register.

It may be easier for all players in Independent Teams to register to the association using an Individual User Registration, then the association creates the teams and allocates players to their teams. How to do this will be explained in Competition set up. **Team registration should ideally only be used if an association charges a seasonal team nomination fee or team match fee rather than player match fees.**

Fees - Temporary Fill-In Player

21

Select Individual User Registrations > Charged for Full Season to add the Temporary Fill-in Player registration to your form.

If your association charges a fee on top of SA Country's \$6.00, enter your association's Temporary Fill-in Player fee in the Nomination Fee box.

SAC Temporary Fill-in Player

☐ All Divisions ?

☐ Per Division ?

☒ Individual User Registrations

☒ Individual User Seasonal Fee ?

☒ Charged for Full Season

☐ Charged Per Game Played

Membership Type	Division	Membership Fees (excl. GST)	GST	Nomination Fees (excl. GST)	GST	Competition Fees (excl. GST)	GST	Total
12 and Under	N/A	\$ 5.45	\$ 0.55	\$ 0	\$ 0	\$ 0	\$ 0	\$
13+	N/A	\$ 5.45	\$ 0.55	\$ 0	\$ 0	\$ 0	\$ 0	\$

☐ Individual User Single Game Fee

Delete

Save as Draft **Next**

Click Next



STEP 5 - Set up registrations

Payment Methods

- ☐ Direct Debit (not applicable for team registrations with at match fees enabled)
- ☒ Credit / Debit Card
- ☐ Cash (only applicable for per match competition fees)

Select which payment methods your association will accept.

22

Payment Options

Nomination Fee

- ☒ At point of Registration

Individual User Seasonal Fee ?

- ☒ Pay Full Amount
- ☐ Instalments
- ☐ Offline Payment
- ☐ Single Use Discount - No Fee Charged

Select Payment Option.

23

Click Next

Delete

Save as Draft

Next



STEP 5 - Set up registrations

Discount Codes - Optional

Discounts

Note: Discounts will only apply to individual season registrations.

1

Select Discount Code for Discount Type.

2

Select SA Country Levy for Membership Product.

3

Select Membership Type.

4

Select Discount Type.

5

Create Discount Code.

5

Enter Percentage off or Discount Amount

OPTIONAL

Add description and dates code is available.

Seperate Discount Codes need to be made for the 13+ and 12- Memberships.

Discount Type*

Discount Code

Membership Product*

SA Country Levy

Membership Types*

13+

Discount Type

Percentage off (this ONLY applies to your organisation's fees)

Fixed \$ amount (applies to ALL fees charged to the end user)

Percentage off (this ONLY applies to your organisation's fees)

Code

Code

Percentage off or Fixed Amount

Percentage off or Fixed Amount

%

Description

General Discount

Available From

dd-mm-yyyy

Available To

dd-mm-yyyy

STEP 5 - Set up registrations

Competition Fees

Details Membership Registration Divisions Fees Payments **Discounts**

Discounts

Note: Discounts will only apply to individual season registrations.

[+ Add Discount](#)

Government Vouchers

Note: Government Vouchers apply to individual season registrations only.

☐ NSW Active Kids

☐ NT Sports Voucher Scheme

☐ Queensland Fair Play

☐ SA Sports Voucher

☐ Victoria Get Active

DO NOT USE
Sports Vouchers are not yet
intergrated into Basketball Connect

SAVE AS DRAFT
Please contact SA Country to check over
your registration form before publishing.

Delete

Save as Draft

Publish

