



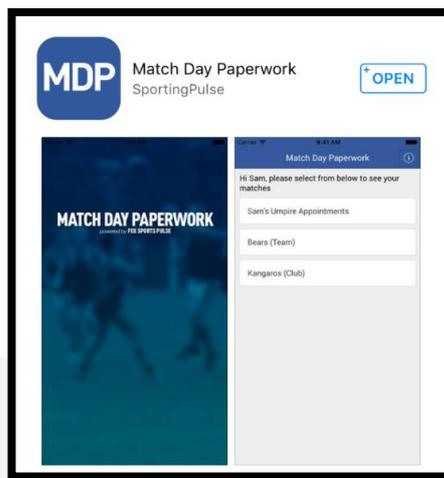
FOOTBALL COMMISSION INC.

Sports TG Match Day Paperwork Umpire Userguide

In 2017 the new Sports TG Match Day Paperwork app will replace the previous Community2Go Match Day app. This will not only reduce the workload of league administrators throughout the season, but also ensure completing match day paperwork is a far quicker and easier process for umpires. This user guide will take you step by step through the process of using the app to complete your match day paperwork.

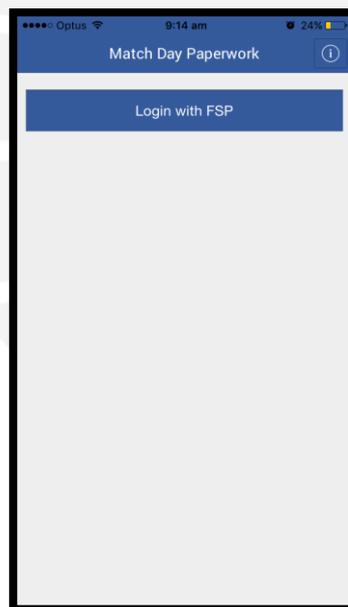
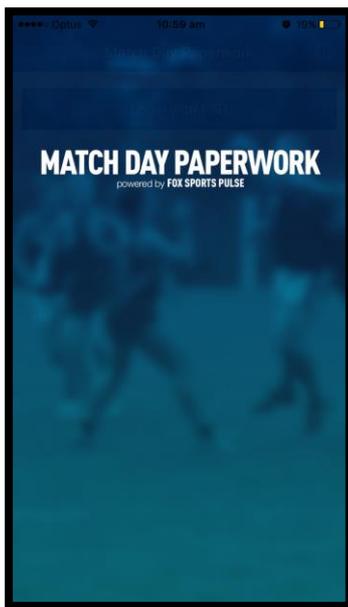
Step 1: Downloading the app

The Sports TG Match Day Paperwork app is free and available on both IOS and Android devices. Simply go to your App Store and search 'match day paperwork' and download the app (pictured below)

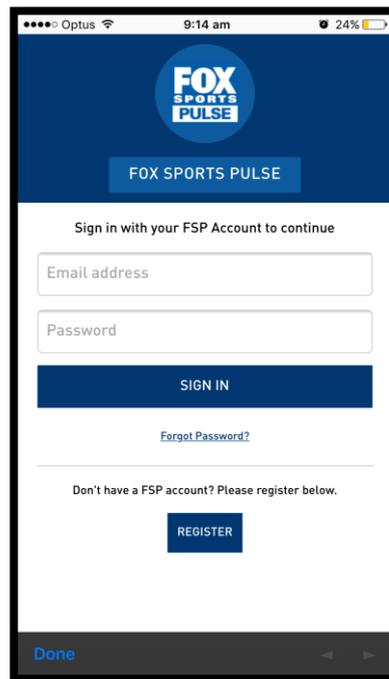


Step 2: Logging on

Once you have installed the MDP app, open it up and you should see the below intro screen followed by a screen prompting you to 'Login with FSP'

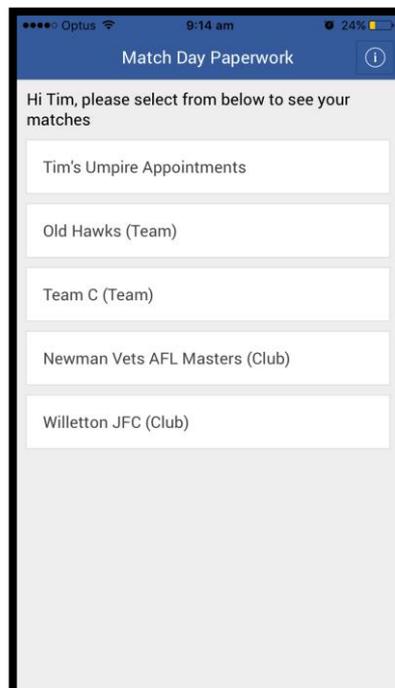


Select 'Login with FSP' and log in using your Footyweb profile which will be the same email and username you used to register with.

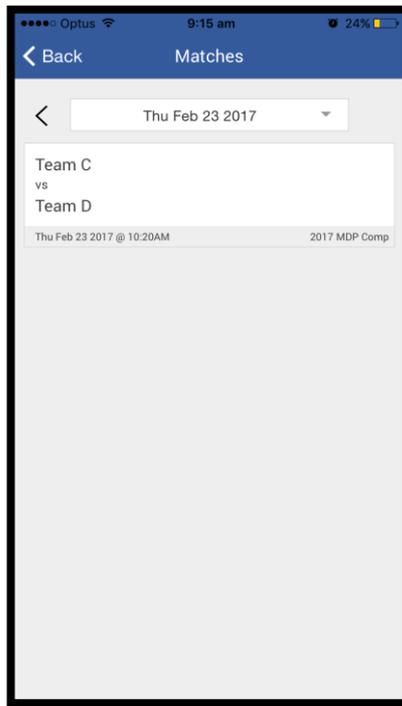


Step 3: Accessing your Umpire Appointments

When you log in you should see a screen that will show your umpire appointments along with any other teams you may be involved in as an official. Click on your umpire appointments (pictured in the below example as 'Tim's Umpire Appointments').



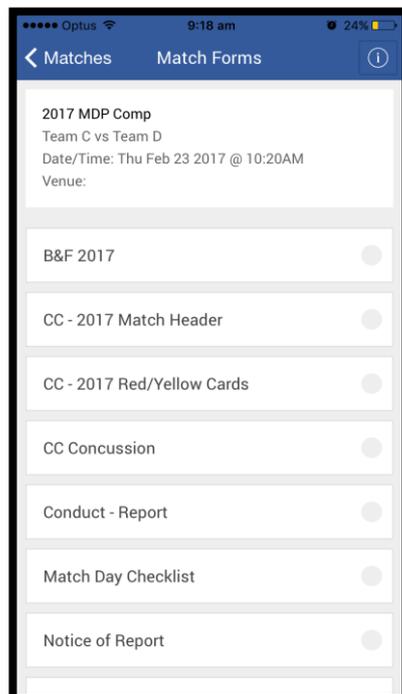
Any matches that you have been appointed to will appear here. Use the drop-down menu at the top to select the appropriate match date to show the game you would like to complete paperwork for and then click on that game.



**Note: You will only see matches you have been appointed here. If you have no match appointments, no games will appear in the list. Please contact your Umpire Manager if you feel you have appointments that are not appearing on the MDP app.*

Step 4: Selecting your Match Forms

Once you have selected the game you would like to report on, a list of the different Match Forms related to that competition will be listed. These forms will differ depending on the district/conference, competitions, age group etc. but all will contain a general Umpire Report which will need to be completed.



Step 5: Completing your Match Report

After selecting the form you wish to complete, simply go through and complete the report and click 'Submit' at the bottom of the page.

Year 12 Fremantle Conference Match Header

Competition:
Year 12 - Fremantle Confe

Home Team:
Y12 - Melville JFC

Home Team No. of Players:
22

Home Team Sheet sighted?
Yes No

Away Team
Y12 - Bullcreek Leeming J

Away Team No. of Players:

Score

Home Team Goals:
06

Home Team Behinds:
09

Away Team Goals:
09

Away Team Behinds:
10

Umpire Reports

'E' Points Awarded

After submitting the report, you will be taken back to your Match Forms list which will show a green tick next to the form you have just completed (pictured below) to indicate you are all done.

Matches Match Forms

2017 MDP Comp
Team C vs Team D
Date/Time: Thu Feb 23 2017 @ 10:20AM
Venue:

B&F 2017

CC - 2017 Match Header

CC - 2017 Red/Yellow Cards

Concussion Report

Conduct - Report

Match Day Checklist

Metro South Test

As ease of use for umpires is paramount with our match day forms, our League Administrators have put a lot of work into setting these forms up in a way we think will best suit you. If however there is something that is making it difficult to accurately and efficiently complete your match day paperwork, please let your Umpire Manager know who will pass it onto the League Administrator.