

FV GameDay User Guides - Online Match Records



Entering Match Results & Player Statistics

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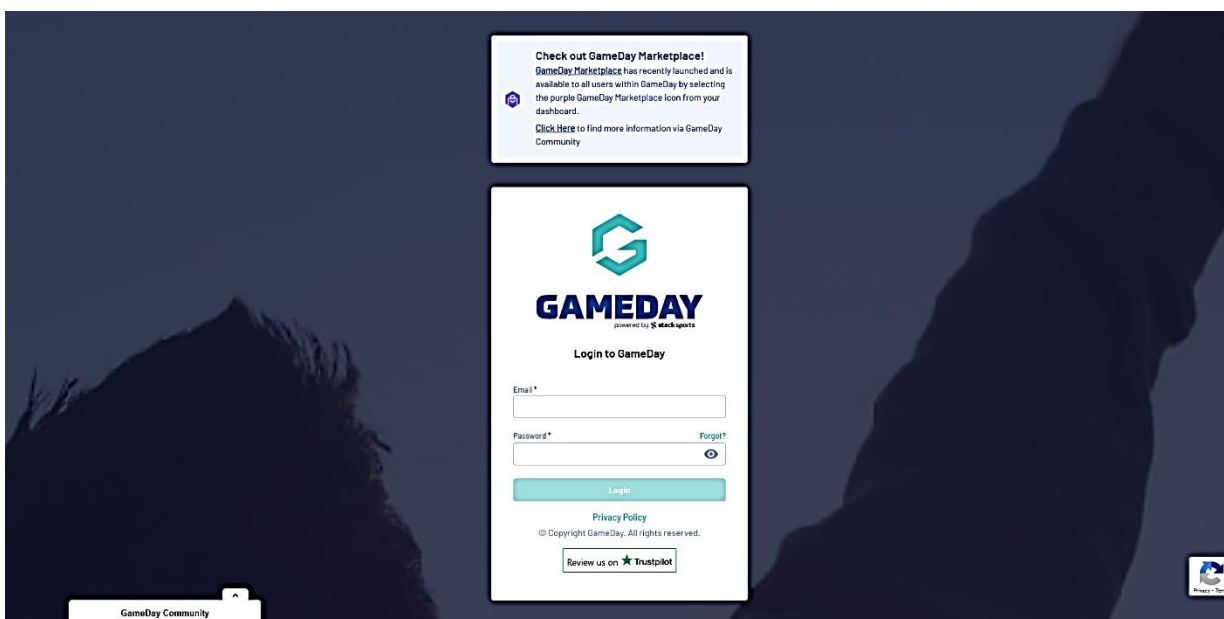
Getting Started

In the event no FV Match Official is appointed to your match, teams will be required to enter match results.

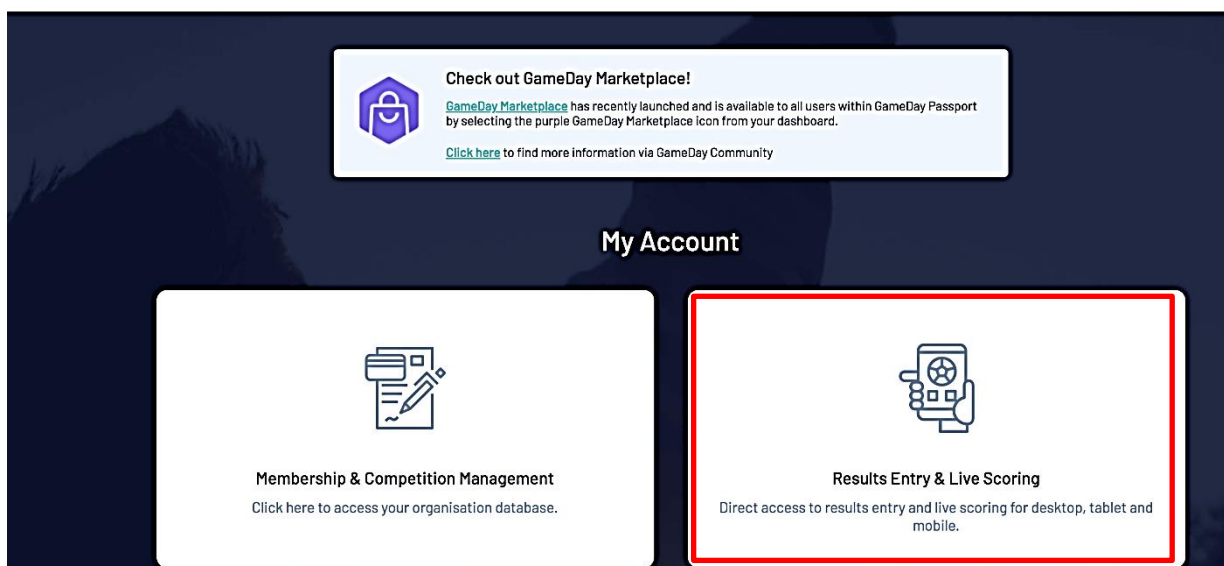
Login to your GameDay Passport and access your Club's Membership Database. If you do not have a GameDay Passport please [click here](#) for information on how to set one up.

Step 1 – Login

1. Enter your login details

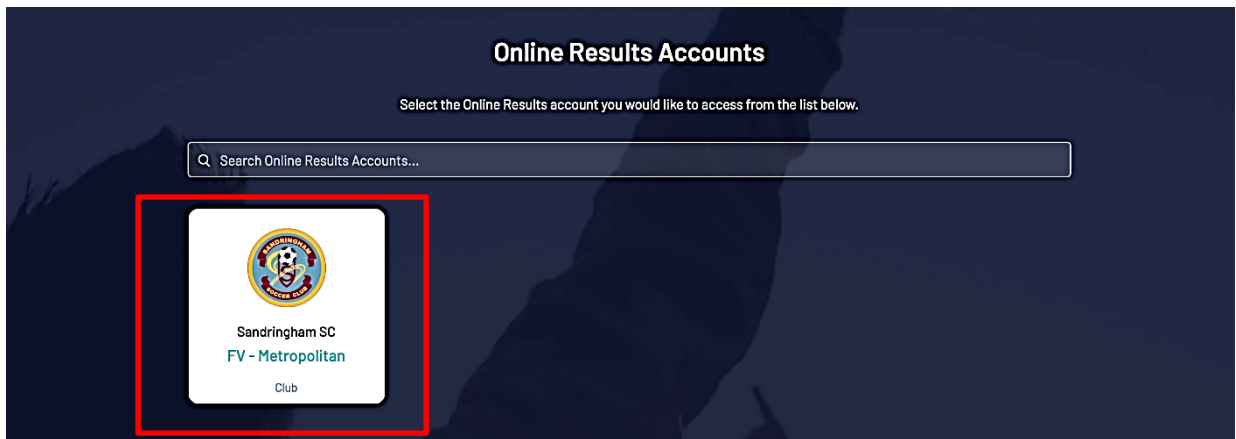


2. Once you have logged in Click **'Results Entry & Live Scoring'**



Step 2 – GameDay Online Results Accounts

1. Click the relevant team or club to be taken to the match results entry page.



Step 3 – Search for Club Fixture

To search for fixtures during a particular period, go to the **'Show matches (dd/mm/yyyy)'** and select the desired dates from the pop-up calendar and press **'Apply Dates'**.

There is a **'Filter Matches'** tab which allows Club Officials to narrow the search for specific fixtures. This can be done by filtering for the:

- a. Season
- b. Venue Name
- c. Match Status
- d. Clubs
- e. Competition Name
- f. Confirmed? (Yes, No)

Once you have selected the desired fields click **'Apply Filters'**.

Match Results Entry

Show matches between: (dd/mm/yyyy) 26/9/2021 To: 4/10/2021 Apply Dates

Enter Quick Results Filter Matches

Match List

Result	Home Team	Away Team	Result	Competition	Match Date Time	Venue	Lock
	Geelong Rangers SC	Williamstown SC Blue	CANCELLED	Boys' North-West 18A	26/09/2021 00:00	TBC - Date/Kick-off Time/Venue	<input type="checkbox"/>
	Lalor United Junior SC	Williams Landing Soccer Club	CANCELLED	Boys' North-West 18A	26/09/2021 00:00	TBC - Date/Kick-off Time/Venue	<input type="checkbox"/>

Showing 2 matches

Filters

Select Season
Season

Venue Name
Select venues

Match Status
Select status

Clubs
Select a club

Competition Name
Select competitions

Confirmed?
Select confirmed

Apply Filters

Step 4 – Selecting Fixture to Enter Results

When you have located the fixture(s) for which you need to enter results, click **'Post Game'** and proceed to the Match Results page.



Match Results Entry

Show matches between: (dd/mm/yyyy) 26/9/2021 To: 4/10/2021

Match List

Result	Home Team	Away Team	Result	Competition	Match Date Time	Venue	Lock			
	Geelong Rangers SC	Williamstown SC Blue	CANCELLED	Boys' North-West 18A	26/09/2021 00:00	TBC - Date/Kick-off Time/Venue	<input type="checkbox"/>	<input type="button" value="Pre Game"/>	<input type="button" value="At Game"/>	<input type="button" value="Post Game"/>
	Lalor United Junior SC	Williams Landing Soccer Club	CANCELLED	Boys' North-West 18A	26/09/2021 00:00	TBC - Date/Kick-off Time/Venue	<input type="checkbox"/>	<input type="button" value="Pre Game"/>	<input type="button" value="At Game"/>	<input type="button" value="Post Game"/>

Showing 2 matches

Step 5 – Match Results

The **'Match Results'** page allows Club Officials to enter all match details. Please refer to **Appendix 1 – Minimum Results & Stats Requirements** at the bottom of this user guide to ensure you have entered all details required of your league. Please [click here for the Team Selection and Detailed Player Results](#) user guide for advice on pre-game player selection and goal scorer entry which is required for Men's & Women's State League senior fixtures.

Step 6 – Half time and Full time Scores and Goal Scorers

1. Add the Half Time Score and Full Time Score.
2. Once done, add the scorers if required. To add a scorer, click on '**Add Scorer**' and choose the type of goal (Normal, Penalty or Own Goal) as well as enter the minute at which the goal was scored. **Please ensure that the scorers listed match the half time/full time score.** If an Own Goal has been scored please record that in the Own Goals section also.

The screenshot shows a match management interface for a cancelled match between Epping City SC and Westgate FC. The match status is 'CANCELLED - Men's State League 2 North-West Reserves' on 9/08/21 at 12:50. The interface includes tabs for 'Pre Game', 'At Game', and 'Post Game'. Below the match details, there are tabs for 'Final Match Scores', 'Epping City SC Player Scores', 'Westgate FC Player Scores', 'Tribunal Records', 'Awards', 'Match Day Reports', and 'Match Confirmation'. The 'Final Match Scores' tab is active, showing a grid for entering scores and scorers for both teams. The grid has columns for 'Epping City SC' and 'Westgate FC'. Rows include 'Half Time Score', 'Full Time Score', 'After Extra Time (AET) Score', 'Penalty Shoot Out Score', and 'Own Goals'. Each row has an input field and an 'Add Scorer' or 'Add Penalty' button. Red boxes highlight the input fields for Half Time and Full Time scores for both teams, and the 'Add Scorer' buttons for these rows.

3. If a match goes into Extra Time or Penalties, utilise the "After Extra Time (AET) Score" or "Penalty Shoot Out Score" fields and ensure the Team Result (Won/Lost) is reflective of the result. **Only required for Finals Series.**

Step 7 – Yellow Cards, Red Cards Substitutions

To record Yellow and Red Card statistics simply type in the number of cards given and select the '**Add Recipient**' button to select the player that was given the caution and at what minute.

Substitutions are only required to be recorded for competitions with restrictions on the number of substitutions. Competitions using interchange are not required to record substitutions Please refer to **Appendix 1 – Minimum Results & Stats Requirements** below to identify whether you are required to record substitutions for your relevant competition. Please make sure you enter all the required information (i.e., minute of substitution and player on/off).

The screenshot displays a match management interface with two columns of input fields. Each column contains three sections: 'Red Cards' with an input field and an 'Add Recipient' button; 'Yellow Cards' with an input field and an 'Add Recipient' button; and 'Substitutions' with an 'Add Substitution' button. Below these columns are two 'Results' sections, each with a 'Select result' dropdown menu. At the bottom, there is a 'Match Summary' text area and an 'Update Match Scores' button.

Step 8 – Match Result

Make sure that the match result is recorded correctly at the bottom of the page. Once scores have been entered, the 'Results' box should automatically display either 'won', 'lost' or 'draw', however if not simply update the match status manually. The Results drop down box is crucial for correct calculation of league ladders. Please select one of the following options from the results menu:

- Won
- Loss
- Draw
- Walkover Given (Giving Forfeit)
- Walkover To (Receiving Forfeit)
- Washout

In the event of a forfeit:

- Select **'Walkover Given (Giving Forfeit)'** for the offending team and enter the result as three (3) nil (0) win. Additionally, write FORFEIT in the 'Match Summary' section.

In the event of a postponed or abandoned match:

- Select **'Washout'** and an FV representative will advise both clubs of either a match result determination OR a date & time for the match to be replayed.

Once all match details are complete, click [Update Match Scores](#)

Step 9 – The Fixture that you want to edit is locked

Clubs may want to update or enter in Match Details after a match is locked during the season.

All fixtures are locked for editing at 12am on the Tuesday following the fixture, as Clubs are required to enter Results by 9am the day after the fixture at the latest as per the 2022 Rules of Competition and Regulations.

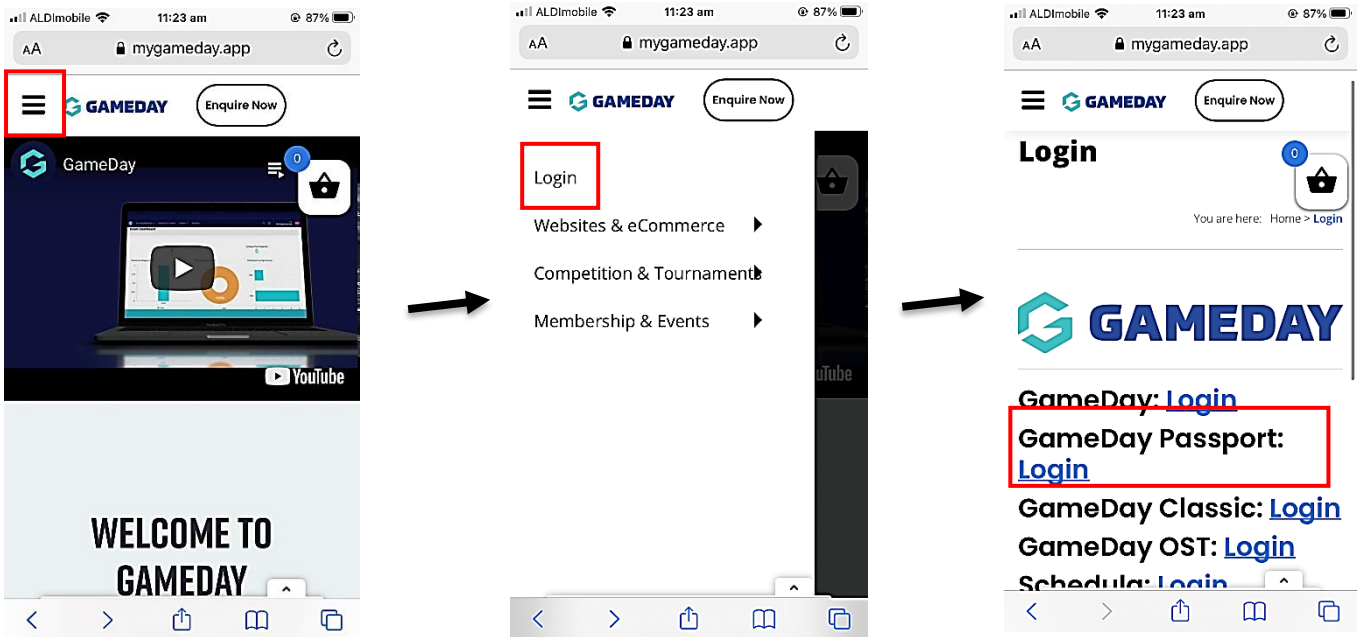
If you need to enter in Match Results after 12am Tuesday, follow the below process to request a fixture to be unlocked;

1. Send an email request to competitions@footballvictoria.com.au confirming the Competition Name, Competition Date, Home and Away Teams and the reason to unlock the fixture.
2. FV Competitions will contact you by email when the Match has been unlocked.
3. Complete the above steps to enter the results of the fixture.
4. Once you have completed the details confirm by email to competitions@footballvictoria.com.au
5. FV Competitions will lock the Match once complete.

Smart Phone (iPhone & Android) – Entering Match Results

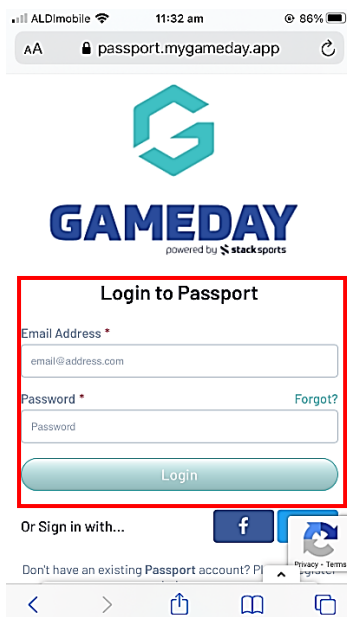
Getting Started

1. Go to <https://mygameday.app/> and select the 3 blue bars to open the dropdown menu.
2. Select the **'Login'** tab.
3. Select the **'Login'** next to **'GameDay Passport'**



Step 1 – Login

Sign in to the GameDay Passport with your nominated email address and password.

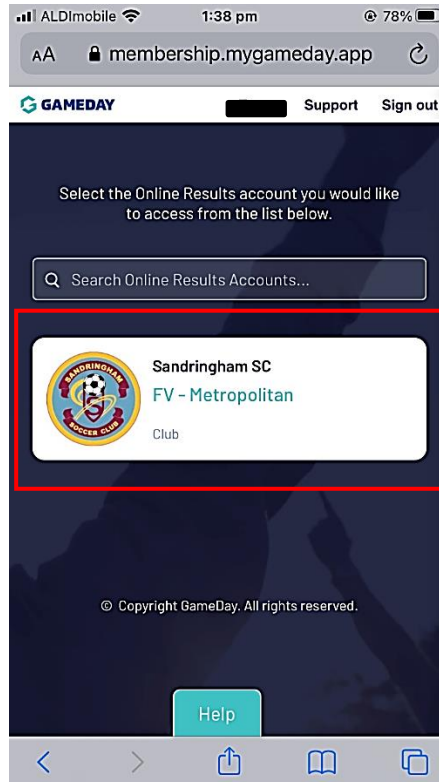


Step 2 – Results Entry & Live Scoring

Each GameDay Competitions database (i.e., club or team) that your GameDay Passport is linked with will appear in the adjacent screen.

1. Click on the club logo for the GameDay Competitions database that you want to access to enter results.

NB: If no club logo/club name is displaying please contact the relevant club official who can assist with linking your GameDay Passport to your club database (please refer to the **GameDay Passport and User Management** guide for help with creating your GameDay Passport).



Step 3 – Match Results Entry – Refer to steps on Page 2 - 7

NB: iPhone and Android capabilities may vary or be less expansive from the PC or Tablet. Individuals should at least be able to enter half time and full-time scores for each fixture, with further match statistics entered later on the Computer.

Appendix 1

Minimum Results & Stats Requirements

NPL Seniors & Under 20s / NPL Women's / Men's State League Fixtures / VPLW/ Womens State League

The Match Official (or Home team in the absence of an FV appointed Match Official) must enter within 90 minutes (at the venue) of the conclusion of the match:

- Half Time Score;
- Full Time Score.

The Match Official (or Home and Away team in the absence of an FV appointed Match Official) must enter/ confirm within 24 hours of the conclusion of the match:

- Player List (maximum of 16 players including playing numbers, captain, GK & starting 11);
- Team Officials (tick 'public visible' box);
- Goal scorers (including goal type (normal, own goal, penalty) and the time of the goal);
- Yellow cards (including time of infringement);
- Red cards (including time of infringement);
- Substitutions (including the player off/on and the minute of the substitution).

NPLW Under 19 / NPL Under 18s / NPL Junior Boys & Girls Fixtures

The Match Official (or Home team in the absence of an FV appointed Match Official) must enter within 24 hours of the conclusion of the match:

- Full Time Score
- Player List (maximum of 16 players including playing numbers');
- Team Officials (tick 'public visible' box);
- Goal scorers (including goal type (normal, own goal, penalty) and the time of the goal);
- Yellow cards (including time of infringement);
- Red cards (including time of infringement);

Men's Metropolitan League/ Metropolitan Masters League / Community Juniors Boys and Girls

The Match Official (or Home team in the absence of an FV appointed Match Official) must enter/ confirm within 24 hours of the conclusion of the match:

- Full Time Score.

All competition results must be submitted via GameDay.

NB: Miniroos do NOT require results to be submitted.

If an FV appointed match official does not attend the fixture the home team must send a copy of the team sheets to nplvictoria@footballvictoria.com.au for NPL fixtures and competitions@footballvictoria.com.au for state league fixtures within 24 hours of the fixture once the result and player statistics have been entered as per the above.