

# Club Statistician

## How To Add/Edit Scores or Change Game Status

### STEP 1: Login

Go to [www.teamsideline.com/sys/](http://www.teamsideline.com/sys/)... scroll down and click on the "Admin Sign In" hyperlink at the **very bottom** of page.

STEP 2: Using the left side menu navigation, specifically click on the **plus (+) sign** to the left of the age group to expand the age group section and view the divisions.

STEP 3: Specifically click on the **name of the division** (ex. Division A) that you want to work with... continue to Step 4...

(sample screen)

The screenshot displays the administration interface. On the left is a vertical navigation menu with the following items: Home, Sign Out, Contact Us, Admin Site Map, My Account, My Profile, Password, Fall '10, U 6 Coed, U 8 Boys, U 8 Girls, U10 Boys, U10 Girls, U12 Boys, Division A, Division B, Division C, Division D, Division E, Division F, U12 Girls, U14 Boys, and U14 Girls. The 'U12 Boys' section is expanded, and 'Division A' is highlighted with a yellow background. A green arrow points to 'Division A'. The main content area has a header with 'Schedules' and 'Reports' tabs. Below the header is the title 'Administration Site Map' and the instruction 'Use this page to navigate to any administration function.' Underneath, there are two columns: 'Schedules' with a link for 'Current Leagues' and 'Reports' with links for 'All Reports' and 'Team Information'.

STEP 4: Verify the Age Group and Division are listed correctly at the top... If not, go back to Step 3.

STEP 5: Click the Edit Scores button... continue to Step 6

Home  
Sign Out  
Contact Us  
Admin Site Map  
My Account  
My Profile  
Password  
Fall '10  
+ U 6 Coed  
+ U 8 Boys  
+ U 8 Girls  
+ U10 Boys  
+ U10 Girls  
+ U12 Boys  
+ U12 Girls  
+ U14 Boys  
+ U14 Girls

Schedules **Standings**

**U12 Boys | Division A** | All Teams | 1st Half

~~Edit Messages~~

### Standings

Place	Team	W	L	T	GF	GA	PTS	Streak	Coach
	IY Arsenal 99	0	0	0	0	0	0	--	Hernandez
	IY Aztecas	0	0	0	0	0	0	--	Loarca
	GH Eagles	0	0	0	0	0	0	--	Lopez
	DA Juventus	0	0	0	0	0	0	--	Barajas
	WL Portugal	0	0	0	0	0	0	--	Velasco
	FR Real Santa Rosa	0	0	0	0	0	0	--	Colmenares

GF = Goals For, GA = Goals Against, PTS = Points.

**Edit Scores** Edit Standings

### Schedule

Date	Time	Home	Away	Location
Week 1				
Sat 9/11	8:00 AM	IY Arsenal 99	GH Eagles	Rosa Parks MS 4
	9:30 AM	WL Portugal	IY Aztecas	Woodland C
	2:00 PM	DA Juventus	FR Real Santa Rosa	Woodland B

STEP 6: Enter the corrected score or update the game status (Disposition)

STEP 7: **Always enter a note when making any changes.**

*Include your name, club, date and short description of reason for change.*

STEP 8: Save

Home

Sign Out

Contact Us

Admin Site Map

My Account

My Profile

Password

Fall '10

- U 6 Coed
- U 8 Boys
- U 8 Girls
- U10 Boys
- U10 Girls
- U12 Boys
- U12 Girls
- U14 Boys
- U14 Girls

Schedules **Standings**

### U12 Boys | Division A | Edit Scores

Use this page to edit results for your selected team(s).

**TIP:** You can enter the game results for each team and click the Save button without changing the Disposition from "Not Played" to "Played" – TeamSideline will automatically change the Disposition to "Played" any time you click the Save button after entering results. Use the Disposition drop down to reflect if a game is Forfeit or Cancelled, then click the Save button when you are done editing game results.

Save Cancel

#### Schedule

	Date	Time	Home	Away	Disposition
Week: 1					
	Sat 9/11	8:00 AM	Arsenal 99	Eagles	Scoring in progress
			Enter your comments here		
	Sat 9/11	9:30 AM	Portugal	Aztecas	Scoring in progress
			Enter your comments here		
	Sat	2:00 PM	Inventur	Real Santa Rosa	Scoring in progress

That's it!

## REFERENCE:

List OF Available Statuses

- Scoring in progress
- Not played
- Played
- Forfeit by home
- Forfeit by away
- Double forfeit
- Cancelled
- Score not kept
- Scoring in progress