



VantageSportz Officials Operations Platform

Developed specifically for:



Section 1

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[VantageSportz](http://VantageSportz.com)



ZebraWeb Procedures – Section 1 Sports Officials

- 1.) Your username and password are sent in the Section I welcome email.
- 2.) Log into ZebraWeb.org <https://www.zebraweb.org>
- 3.) Type in that username and password from the email.
- 4.) Press Login
- 5.) Select Association “NYSPHSAA Section I Global” (If you are not currently in another ZebraWeb group, it will send you straight to the change password feature (Step 7)) 6.) You will be prompted to change your password (See image below)

ZEBRAWEB.org
Sports Officials Assigning System

Change Password

You must change your password before continuing. Password:

- must be 8 Characters or more
- must contain at least 1 Capital Letter
- must contain at least 1 Number - (0 1 2 3 4 5 6 7 8 9)
- must contain at least 1 Special Character - (! & # % & * : < > ? \ / { | } ~ .)
- is case sensitive
- cannot use any of the last 3 password you had

Current Password:

New Password:

Confirm New Password:

[Help](#)

- 7.) Under current password, use the password provided in the welcome email.
- 8.) Create a New password that meets requirements set forth on the screen.
- 9.) When password is created, click change password.
- 10.) A screen will pop up. (See image below). Click “Main Console”



Change Password

Your password has been changed.

[Back to Main Console](#)

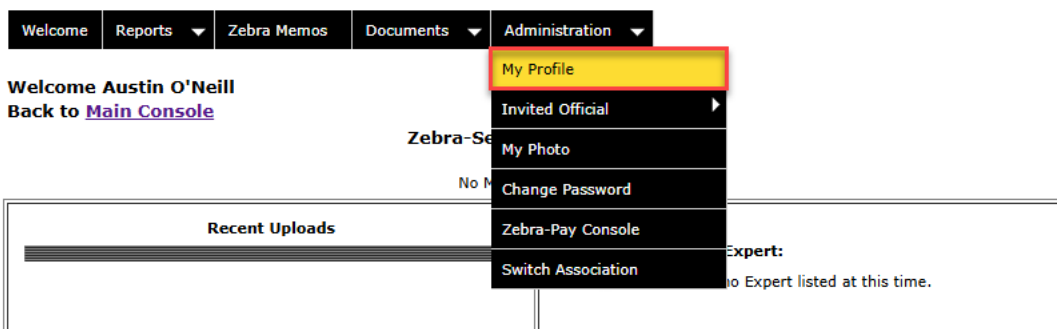
- 11.) System will take you to the “Zebra-Secretary Console”
- 12.) On the navigation bar, hover over Administration tab with your mouse and click “My profile” (See picture below)



Zebra-Secretary Console

NYSPHSAA Section 1 - South Westchester BOCES

[Sign out](#)

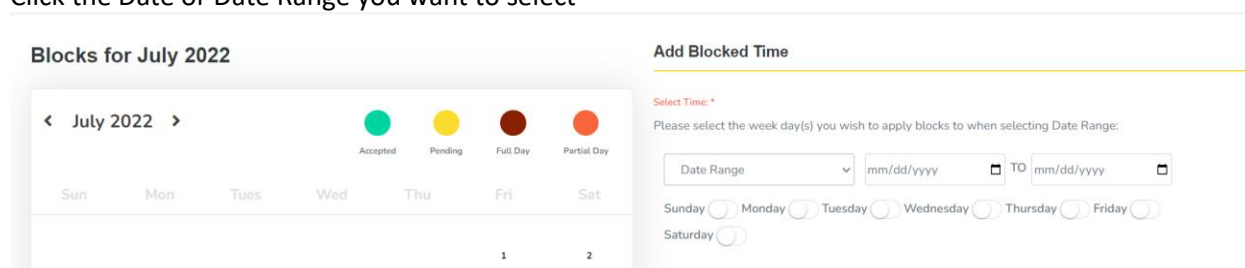


- 13.) Update your profile information here.
- 14.) You can also sign up for text messages by having your cell phone number and clicking your Cell provider.
- 15.) On the navigation bar, hover over Administration tab with your mouse and click "My photo"
- 16.) Instructions to upload a photo are listed here. A professional picture is recommended.

Updating Availability

Note: Must be invited by an assignor to sports portal to complete. All officials are defaulted to being blocked, you must open your availability.

- 1.) Sign into ZebraWeb using your credentials. <https://app.zebraweb.org/>
- 2.) Click Login
- 3.) Click the Sports Portal that you are trying to access.
- 4.) Click on "ZebraWeb Assigning"
- 5.) Click on **AVAILABILITY** in the navigation bar
- 6.) Click the Date or Date Range you want to select



- 7.) Select either Full Day or partial block or Remove Block. By default, you are blocked fully. You must first remove blocks from your account to get assigned games.

Select Block Type: *

Full Day Block ▼

- 8.) If you are adding a block to your account, you must input a reason for block. If you remove a block, there will be no reason box.

Reason(s) for Block: *

- 9.) Select the association or associations you want to block or remove block for

Block Associations: Select All ☐

NYSPPHSAA Section 1 - South Westchester BOCES ☐

Section 1 NY - Girls Volleyball - Tornabene ☐

Section 1 NY - Boys Volleyball - Tornabene ☐

- 10.) Press **Save Block**

Note: If you click all associations to update your availability and then accept a new assigners invite, the availability you created with the other assigners will not update the new assigner's portal. You will need to update your availability for the new assigner's portal separately.

Accepting Games

Note: You must be invited and accept an assignor invitation to complete

- 1.) Sign into Zebraweb using your credentials. <https://app.zebraweb.org/>
- 2.) Click Login
- 3.) Click the Assignors Association that sent you a game
- 4.) Click on "ZebraWeb Assigning"
- 5.) Click on **SCHEDULE** in the navigation bar

6.) Change your advanced filter to Future Games

ZEBRAWEB

DASHBOARD SCHEDULE AVAILABILITY ASSETS REPORTS

SCHEDULE

< Game Schedule

Presets: **Filters: today's games**

Start Date: 07/11/2022 End Date: 07/12/2022 Team(s): All Team(s) selected Game Type: All League(s) selected

Filters: **Future Games** (highlighted with red arrow) Today's Games Yesterday's Games Tomorrow's Games Last Week Next Week Last Month Next Month

Position League Level / Sport Home Visiting Location / Venue Notes

No data available in table

7.) Press Accept on the right-hand side of the game under the action's menu

< Game Schedule

Cross Portal Schedule

Presets: **Filters: Future Games**

Start Date: 07/11/2022 End Date: 07/11/2023 Team(s): All Team(s) selected Game Type: All League(s) selected

Official: All Official(s) selected Level(s): All Level(s) selected Home Games Only: ☐ Go

Show 10 entries Search:

GameID	Date / Time	Status	Position	League	Level / Sport	Home	Visiting	Location / Venue	Notes	Actions
1854921	Thursday September 1, 2022 4:15 PM	Pending	Back Judge	FR/Res	Football	Demo Team 1	Demo Team 2	Demo Team 1		Accept Decline

8.) You can also click on the checkboxes next to each game number and then hit Accept All

Accept All

on the right-hand side actions menu to accept all checked games

9.) A screen will slide out to block out the other associations

Game #1854921

×

ACCEPT ASSIGNMENT

Decline this Assignment Instead

Demo Team 1 vs. Demo Team 2

9/1/2022 4:15 PM

Demo Team 1

Football

BLOCK TIME FOR THIS EVENT: (MUST PICK ONE)

Game Block

BLOCK ASSOCIATIONS:

Select All

NYSPPHSA Section VIII - Nassau BOCES

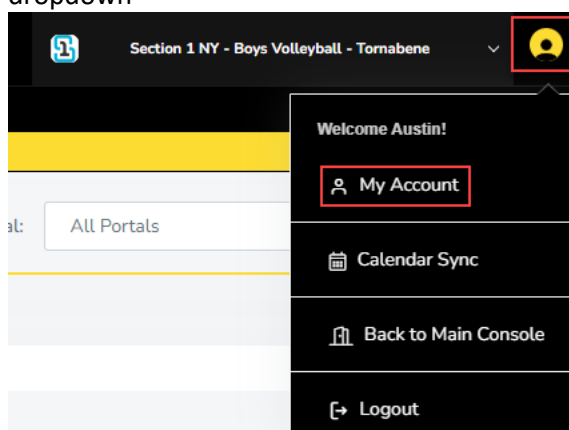
Accept

10.) Press "Accept" or "Accept All Games" depending on option chose

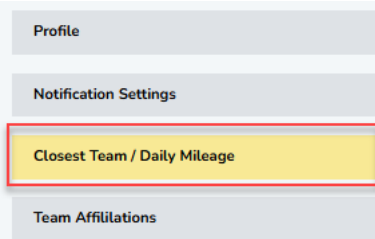
Setting Travel information and Mileage Restrictions

- 1.) Sign into Zebraweb using your credentials. <https://app.zebraweb.org/>
- 2.) Click Login
- 3.) Click the Sports Association that you want to set mileage restrictions
- 4.) Click on "ZebraWeb Assigning"

- 5.) Hover over your profile image at the top right of the header and click “My Account” in that dropdown



- 6.) Click **Edit** at the top right of the page
 7.) Click Closest Team/Daily Mileage on the left-hand menu



- 8.) From there, on the next screen you will be able to choose if you are coming from your Primary or Alternate address on each day of the week as well as enter how far you are willing to travel on each day of the week

Day of the Week	Address	Max Miles
Sunday	<input type="text" value="Select"/>	<input type="text"/>
Monday	<input type="text" value="Select"/>	<input type="text"/>
Tuesday	<input type="text" value="Select"/>	<input type="text"/>
Wednesday	<input type="text" value="Select"/>	<input type="text"/>
Thursday	<input type="text" value="Select"/>	<input type="text"/>
Friday	<input type="text" value="Select"/>	<input type="text"/>
Saturday	<input type="text" value="Select"/>	<input type="text"/>

Support Contact info:

VantageSportz, LLC – ZebraWeb.org Friendly Support Team Contact info:

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