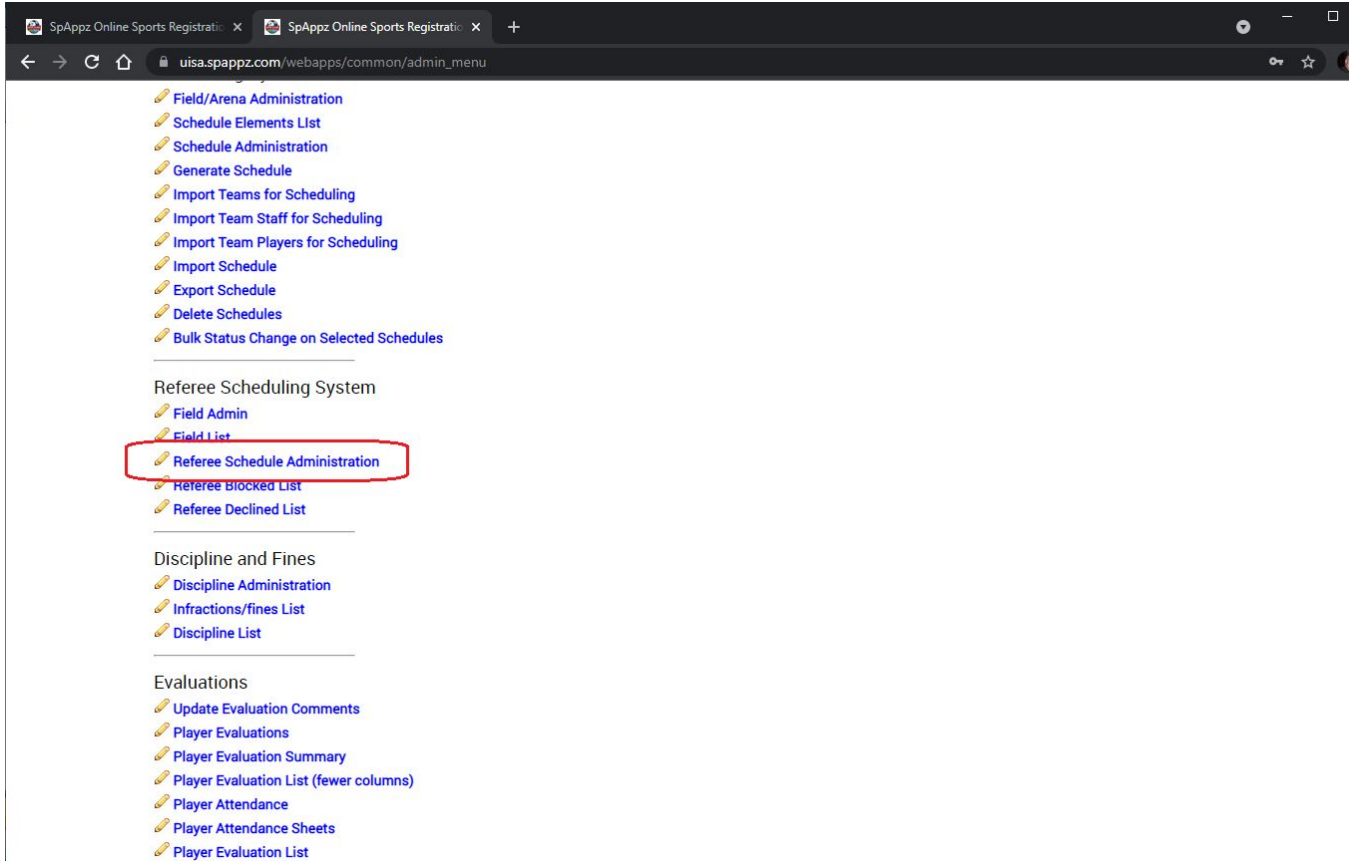


From: **Rashpal** rashpal@uisa.ca  
Subject: FW: REFEREE ADMIN  
Date: October 28, 2021 at 10:24 AM  
To:

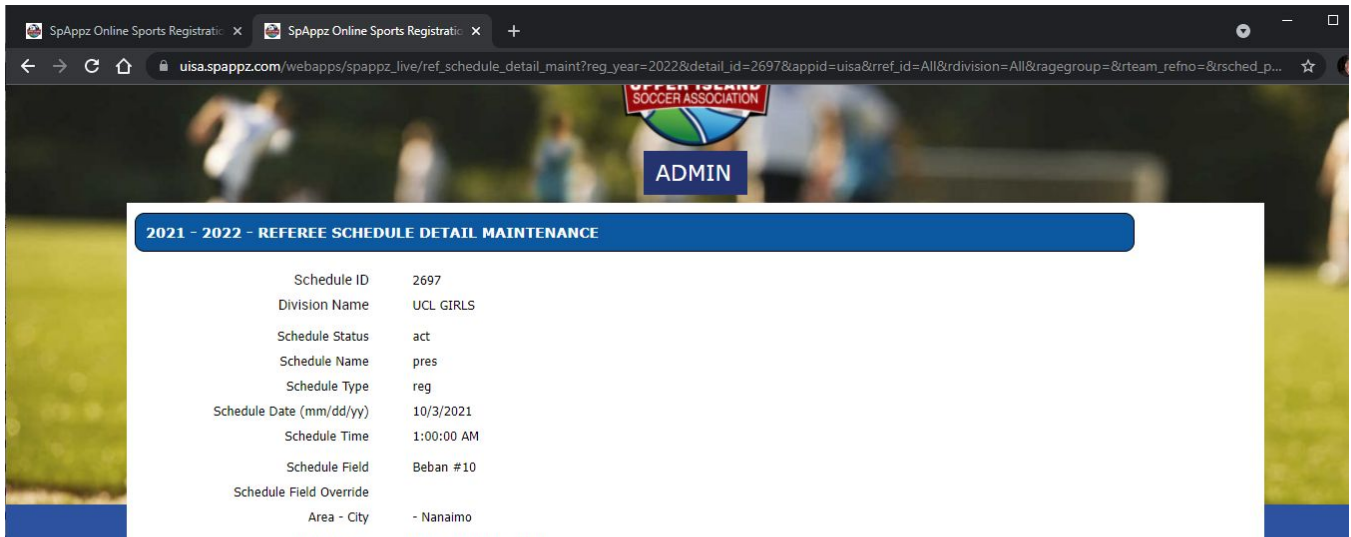


Use this menu option.



Then you can find/edit the game you want to update.

Enter the scores and post.



Home Team	NUFC 1 (U12) LINTOTT
Home Score	<input type="text"/>
Visiting Team	CRYSA 1 (U12/13)
Visitor Score	<input type="text"/>
Show Assigned	<input type="checkbox"/> This will show an * at the front of each official name (in every official dropdown box) that is already playing today. (This may take 30 seconds or more).
Referee	* <input type="text" value="Unassigned"/>
Acknowledgment Status	<input type="text" value="No Action"/>
Assistant 1	<input type="text" value="Unassigned"/>
Assistant 1 Acknowledgment Status	<input type="text" value="No Action"/>
Assistant 2	<input type="text" value="Unassigned"/>
Assistant 2 Acknowledgment Status	<input type="text" value="No Action"/>
Fourth Official	<input type="text" value="Unassigned"/>
Fourth Official Acknowledgment Status	<input type="text" value="No Action"/>

## Referee Game Reports

The first part is to assign games to the referees.

(see above screen shot as this shows you where to assign referees to games as well).

This is a two part process. 1. you assign a referee to a game, then you change the acknowledgement status to 'Ready to Send' (unless you already know that they have already accepted the game then you can simply change the status to 'Accepted').

When finished assigning all the referees, if any acknowledgement statuses have been set to 'Ready to Send' then you must sent out the assignment confirmation email. (the referee can either accept or decline the assignment).

The screenshot shows the admin menu for SpAppz Online Sports Registrati... with the following sections:

- Coach/Referee Administration**
  - Player Evaluations
  - Show My Teams
  - Player Team Assignment
  - Team Pages and Rosters
  - Team Photo Uploader
  - Player Photo Uploader
  - Coach Criminal Record Check Processing
- Email Functions**
  - Player Group Email
  - Coach/Manager Group Email
  - Club Staff (with login level) Email and Reminder
  - Coach/Manager login/password reminder
  - Email Team List to Coaches
  - Email Team List with Payment Status to Coaches
  - Email Medical forms to Coaches
  - Official login/password reminder
  - Send Pending Referee acknowledgements** (highlighted)
  - Send Referee Email
  - Email Unregistered Team List to Coaches
  - Email Registration Reminder to Players
  - Email Affiliate Team List
  - Email Affiliate Team Declaration List
- Payment Functions and Reports**
  - Registration Payments
  - Team Fees Maintenance
  - Team Fees Import
  - Payments list (to excel)
- Link Application**
- News Administration**
  - News Maintenance
  - News Archive View
- FAQ Management**
  - FAQ Maintenance
  - FAQ Application
- Bulk Email**
  - Email Newsletter
  - Subscriber List
  - User Subscribe/Unsubscribe
- HTML Newsletter**
  - Newsletter Maintenance
- System Configuration**
  - Table Maintenance
  - System Table Maintenance
  - Menu Maintenance
- Special Processes**
  - Display ID photos by Date (newest first)
  - Who uses this email address

On the right side, there are several announcements:

- Posted 6/24/2019: Refresh to top of form. Fix for issue where some forms refresh and go to the top of form, then the user needs to scroll down again.
- Posted 6/19/2019: einterac. We accept payments via einterac.
- Posted 6/14/2019: New 'Forgot Password' Method. We have improved the 'Forgot Password' process!
- Posted 2/27/2019: Suggestion Box. What is the biggest improvement(s) we can do to make a better system! All feedback is welcome!

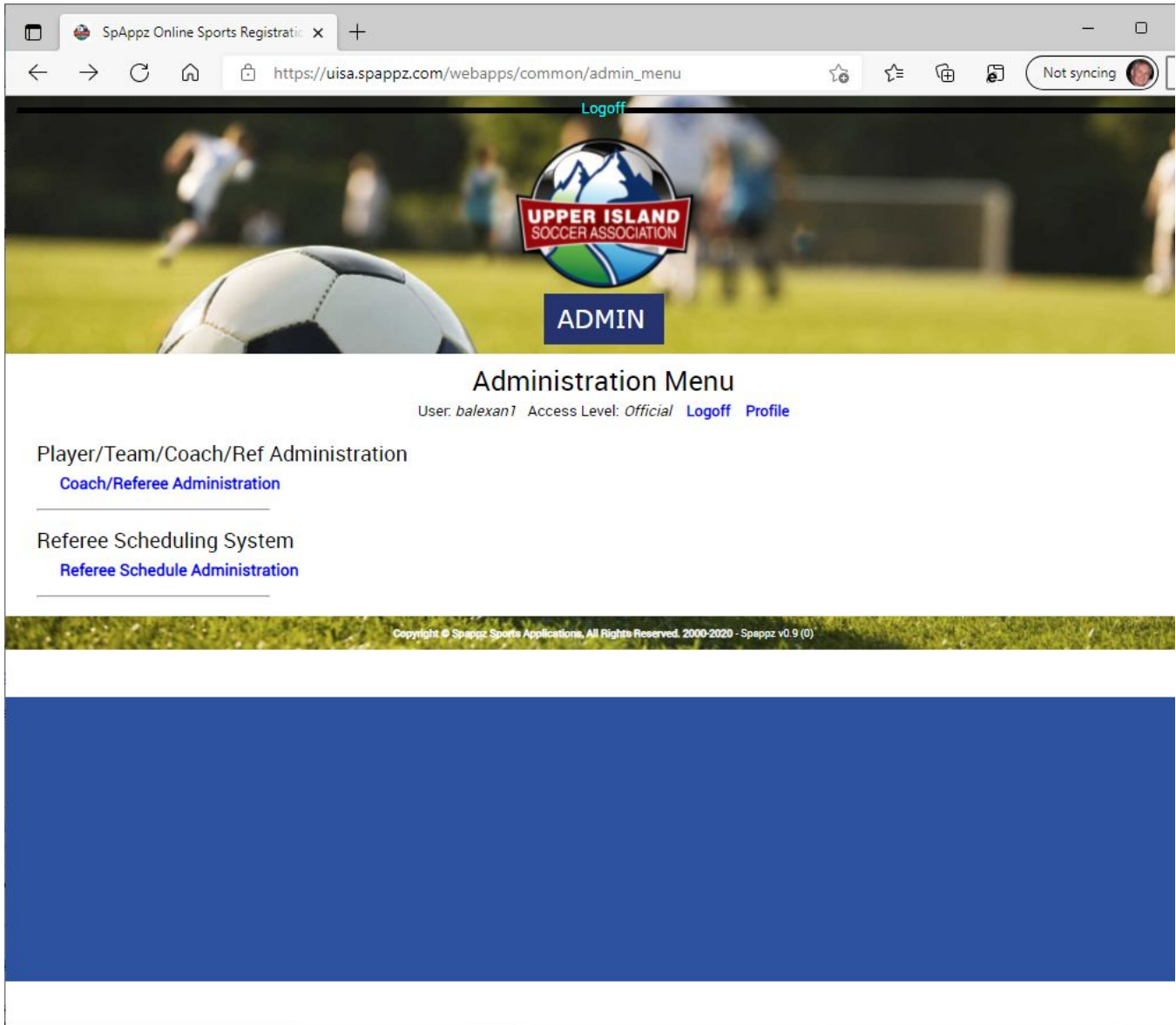
- Payments Detail list with CC info (to excel)
- Credit Card Payments List
- Credit Card Unpaid List
- Cheque Payments List
- Refund List (to excel)
- Paid Variance List
- Event Payments List with CC Info



The referee should get an automatic reminder a day before the game.

After a game, the game report can be updated by the referee.

This is the page the referee gets when logged in



The first menu option allows the referee to update his contact info and some availability information.

The second menu option will show all the games the referee has been assigned to.

I assigned Bennett to a prior game as an example.

He has only been assigned to one game so only this game shows up.

Bennett could click on one of the four icons on this game row to see both teams rosters and id cards (backup if coaches have trouble producing this).

The screenshot shows a web browser window with the URL [https://uisa.spappz.com/webapps/spappz\\_live/ref\\_schedule\\_maint](https://uisa.spappz.com/webapps/spappz_live/ref_schedule_maint). The page features the Upper Island Soccer Association logo and an ADMIN button. Below the header is a blue bar labeled "REFEREE SCHEDULE MAINTENANCE".

Filtering options include:

- Registration Year: 2021 - 2022
- Referee: Bennett Alexander
- Division: All
- Schedule Type: All
- Schedule Name: All
- From Date Range: All
- To Date Range: Sunday, December 12, 2021

Sorting options:

- Sort by: Date
- Then by: Schedule Type
- Then by: Schedule Name
- Then by: None

Buttons: Post, Reset, Back, Excel

Referee	Ack Stat	Type	Division	Age	Status	Date	Time	Home Team	Visiting Team	Field	GRep	HS	VS
Bennett Alexander	accept	League	UCL GIRLS	U99	Active	10/3/2021	1:00 AM	CVUSC 2 (U13) GUHL	AVYSA 1 (U12/13)	Highland 5 - Super 8			Up

Number of records: 1

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View Mode: responsive (Switch to widescreen)

Bennett would click the Update link to do the game report (2 pages).

game report page 1. - team infractions/conditions (these can be updated to suit your needs).

The screenshot shows a web browser window with the URL <https://uisa.spappz.com/webapps/s...>. The page title is "Schedule Status and Game Report".

Details:

- Schedule Reference: 2698
- Game Date: 10/3/2021
- game time: 1:00 AM
- Field Name: Highland 5 - Super 8

City Comox  
Division UCL GIRLS  
Schedule Name Pre-Season  
Home Team CVUSC 2 (U13) GUHL  
Visiting Team AVYSA 1 (U12/13)  
Schedule Notes  
Schedule Status Active

Official Name Bennett Alexander  
Official Role Referee

Use dropdown box to accept or decline Accepted Next

Note: Values below can only be entered after the game date.

Home Team Score no score entered

Visitor Team Score no score entered

### Team Fines

- Field Properly Marked \*  Yes  No  N/A
- Home Team Goal Net in Place \*  Yes  No  N/A
- Visiting Team Goal Net in Place \*  Yes  No  N/A
- Home Team Corner Flags in Place \*  Yes  No  N/A
- Visiting Team Corner Flags in Place \*  Yes  No  N/A
- Home Team League Ball Provided \*  Yes  No  N/A
- Visiting Team League Ball Provided \*  Yes  No  N/A
- Home Team Uniform Condition \*  Good  Average  Poor  N/A
- Visiting Team Uniform Condition \*  Good  Average  Poor  N/A
- Home Team Lineaman \*  Yes  No  N/A
- Visiting Team Lineaman \*  Yes  No  N/A
- Was League Approved home team list handed to you prior to kick off \*  Yes  No  N/A
- Was League Approved visiting team list handed to you prior to kick off \*  Yes  No  N/A
- Home Team Player ID Cards received prior to kick off \*  Yes  No  N/A
- Visiting Team Player ID Cards received prior to kick off \*  Yes  No  N/A

Uniform Condition Notes

Field Condition Notes

Game Report Complete? \*  Yes  No  n/a

Brief Report and Summary of Game

(for adult leagues fines are triggered in some cases).

Game report page 2 - goal scorers and discipline.

This is where the referee updates goal scorers and discipline.

The referee chooses the team, the player, time (in minutes e.g. 70 = 70th minute of the game).

Then the stat type and stat sub type.

For yellows and reds, the notes section is required (a bit more detail for discipline).

Optionally, the referee can take a photo of the game sheets (both with one photo) and upload this. Some leagues want this as there are often additional notes added to the game rosters.

After each stat is completed, the referee must click Update to save the individual stat. When this page is complete, the referee must click the Finished/Done as this does additional checking/updating/emailing. This is where Yellow Accumulation suspensions are calculated. Emails are sent if there are discipline issues.

The screenshot shows a web browser window with the URL [https://uisa.spappz.com/webapps/spappz\\_live/update\\_player\\_stats?reg\\_year...](https://uisa.spappz.com/webapps/spappz_live/update_player_stats?reg_year...). The page header features the 'UPPER ISLAND SOCCER ASSOCIATION' logo and an 'ADMIN' button. The main content area is titled 'Player Game Stats' and contains the following form fields and instructions:

- Enter Player Stats**
- Enter Player stats then click Update to continue adding.
- When done, click the 'Finished / Done' button to complete this process (IMPORTANT).
- Team:** Choose Team (dropdown), Update, Finished / Done
- Player / Staff / Team Level:** (dropdown)
- Time:** (input field) (in minutes only, hh:mm or hh:mm:ss)
- Stat Type:** Choose Stat Type (dropdown)
- Stat Sub Type:** Choose Stat Sub Type (dropdown)
- Stat Duration:** (input field)
- Notes (required if red or yellow card):** (text area)
- Upload a copy of your game roster if required by your league.** Image must be a .jpg format.
- Sample Roster Image:** (small thumbnail image of a roster sheet)