



GAMEDAY

How do I copy teams and members into a new competition?

Last Modified on 28/11/2023 10:51 am AEDT

Moving teams between competitions is a regular occurrence and in the past has been time consuming process for administrators. The following documentation will explain the best process to copy all the teams including their members from one competition into a new competition. This process will only work if both competitions are being played in the same season, for example season 2013. This process is suitable if you have a large grading competition and then want to move teams into new competitions within the same season.

For example you may have a grading competition with 40 teams which you then want to split into four competitions with 10 teams each.

NOTE: This process will not regrade the teams it simply makes another copy of the team. This means that the teams you copy will still remain in their current competition.

1. The first step is from the 'Dashboard' at Association level to click on the 'Competitions' tab and then click List Competitions from the drop down list.

Dashboard

Members

Competitions

List Competitions

Match Results

Publish to Web

Awards

Clash Resolution

Competition Exception
Dates

Hide Competition
Rounds/Dates

Ladder Adjustments

Fixture Grid

Media Reports

2. You will then click the New tab located in the top right hand corner.

Currently viewing new layout of GameDay Passport (BETA version). For more information [click here](#).

New Copy Regrade

Competitions in Association

Showing Name Including: Season: 2021 Age Group: --All Age... Status: Active

Name	Competition Type	Abbreviation	Season	Grouping	Age Group	Contact	Status	Upload
PPB - Canberra Districts 1	Home and Away		2021		Age 18		Active	Upload

3. The next step is selecting the type of 'Competition' that you want to setup.

Add a New Competition

Which type of competition do you wish to create?

Home and Away

The Home and Away competition type should be selected when the teams in the competition alternate between playing a game at their home venue one week and then at the opponents ground the following week. This is the common format for club based sports such as Australian Football, Rugby League and Hockey.

Venue Allocation

The Venue Allocation competition type should be selected when matches for one or more competitions need to be allocated to specific times on specific courts or at certain venues and these allocations then remain in place throughout the entire season. This format is commonly used by team based sports such as basketball and indoor sporting complex competitions such as Futsal.

Pools Competition

The Pools competition should be selected where the competition is broken into more than one group (or 'Pool'). It also allows for multiple phases of pools to be created (e.g. initial Pools phase followed by Finals), as well as the creation of progression rules governing which teams advance between Pool phases and into Finals.

4. This will bring up a 'New Competition' form for you to fill in the details of the new Competition.

Note: You must ensure that the Season you select is the same Season as the existing Competition

that the Teams will be from.

5. Once this is completed click Update Competition.

Wednesday?

Thursday?

Friday?

Saturday?

Sunday?

Results Entry

Allow Clubs/Teams to access matches via Match Results Entry?

Allow Clubs/Teams Access to Post-Game Results Entry?

The default minimum # players for game selection is 0

Match Locking

To enable Automatic match locking, you must tick the **Allow Match Locking** below and select a day

Allow Match Locking ?

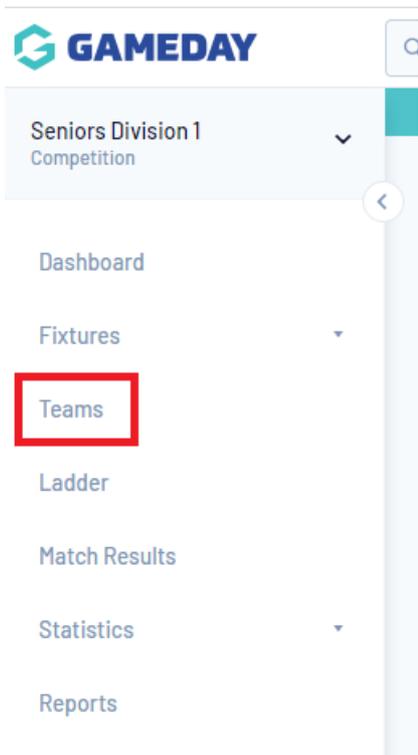
Lock all previously played matches on **MIDNIGHT** of

MIDNIGHT of Sunday refers to 12:00am Sunday morning (Saturday night)

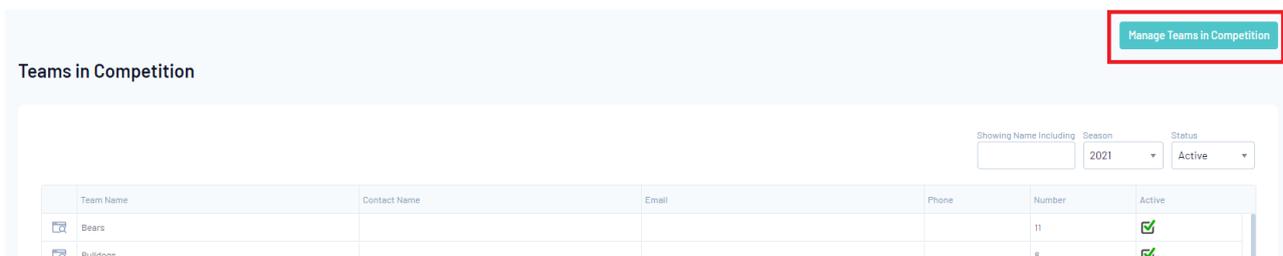
Update Competition

6. From there you can click Display Details for (the name of Competition)

7. From the menu header click Teams.



8. Then click Manage Teams in Competition.



9. You will then need to select the 'Competition' that you want to select teams from.

Select and Order Teams for Competition

Use this option to load Teams directly from existing Competitions in the same season.

—Select a Competition

Select Teams to load

Please note if you cannot see this option on this page, you will need to reach out to your state or national body.

10. Once you have selected the Competition click select teams to load.

11. Select the Teams in the Competition that you want to bring across by clicking the Box next to the Team name.

Load Teams into Competition

Please select which Teams from Seniors Division 2 you wish to load into the current Competition (Seniors Division 1)

Load	Team	Club
<input checked="" type="checkbox"/>	Just Play	Boston Demons

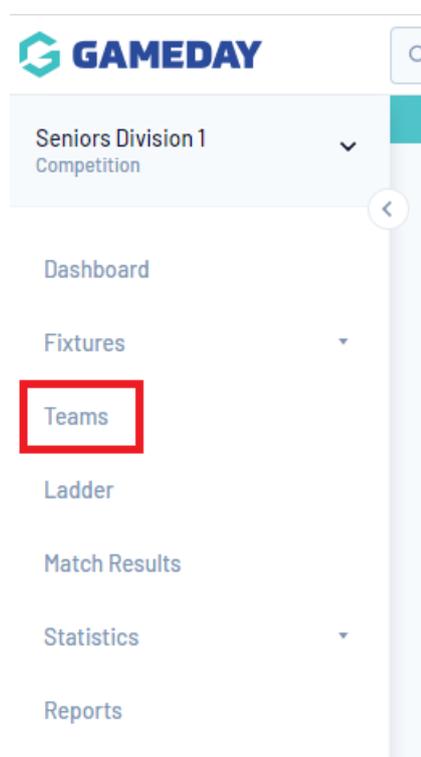
Bring Members across with Teams?

Load Teams

12. Click the Box to the right of 'Bring Members across with Teams'.

13. Click Load Teams.

14. Click the Teams tab again from the Dashboard Menu.



Note: If you need to add more teams repeat steps 7-11

15. Then select one of the Teams by clicking on the Magnifying Glass to the left of the Team name.

Teams in Association

	Team Name	Competition
	Bears	Seniors Division 1
	Bulldogs	Seniors Division 1
	Bulls	Seniors Division 1
	Cats	Seniors Division 1
	Demons	Seniors Division 1
	Eagles	Seniors Division 1
	Giants	Seniors Division 1
	Hawks	Seniors Division 1
	Hornets	Seniors Division 1
	Jaguars	Seniors Division 1
	Lions	Seniors Division 1
	Panthers	Seniors Division 1
	Ravens	Seniors Division 1

16. Once the Team is displayed hover over the 'Members' tab and click Modify Team List.

Bears
Team

Dashboard

Members

List Members

Modify Team List

Team Staff

Competitions

Communications

Transactions

Reports

Note: You will then see all the Members that have been brought across from the original Competition. You will notice that if they are 'Selected Members' in the original Competition they will also be in the 'Selected Members' for the 'New Competition'.
