

## How do I make bulk changes to my Competition details?

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You'll notice now in your database when you click through to your Competitions page there is a 'Bulk Competition Change' link at the top of the page (as below). The basic premise for this functionality is that if, for example, you have 15 competitions that you wish to hide from your website or that you wish to update the website grouping for, you can now do it on bulk rather than individually!

To make changes to your competitions on bulk:

1. Hover over Competitions and click Bulk Competition Change.

	SELECTION	Те	Test SW Online ASSOCIATION			
Dashboard	Membe	ers	Competitions	Clubs	Teams	Communications
		List Competitions Match Results Publish to Web Awards				
				TO KEEP YO		
						Clash Resolution
		Test SW Online			Competition Exception Dates	
Hide Competition Rounds/Dates						
Ladder Adjustments						
		C	Fixture Grid			Contacts Ed
Spor Spor	tingPulse	A	Media Reports			President
		1	Venues			John SportingPu
Edit Lo	000	E	Venue Time Allocatio	n		878787787
Lun	Logo	V	Bulk Match Change			<u>example@sporti</u>
🗹 Details		Р	Bulk Competition Ch	ange		
Contacts		F	Bulk Competition Rollover			
		E	Bulk Statistics Rebu	ild	<u>:om</u>	Referees Manager

2. Select the Competition season(s) of the competitions you wish to change.

		1
Seasons:	1	0
Competition Type:	No Season	
	1995	
Gender:	1996	
Division:	1997	
Default Age Group:	1998	
	1999	
Search for C	1999 Summer	
Search for C	2000	
	2001	
	2002	]

3. Select which competitions you wish to apply the changes to at the top of the screen. Then enter in the Competition information you wish to change from the drop down lists at the bottom of the screen.

Details		
Status:	Select an Option	•
Website Display		
Display Results:	Select an Option	•
Display Ladder:	Select an Option	•
Display Competition on public website:	Select an Option	•
Website Grouping:		
Templates		
Fixture Template:	Select an Option	•
Publish to Web as:	Select an Option	•
Ladder Template	Select an Option	•
Finals Template	Select an Option	•
Player Comp Stats Template	Select an Option	•
Player Round Stats Template	Select an Option	•
Team Match Stats Template	Select an Option	•
Player Match Stats Template	Select an Option	•

4. Hit the Bulk Update button to save/apply the changes to your competitions.

