

How do I lock Player Point Allocation updates?

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To lock player point changes by club, please complete the following:

- 1. Firstly, login to your Online Membership Database If you don't have your login details please contact your State Governing Body or Association.
- 2. Go to Settings (Found under the "cog wheel")
- 3. Select Permissions
- 4. Tick the box to allow clubs to modify PPA Values (once this box is ticked then all clubs by default have the ability to modify their players Point value).

H LEVEL S	ELECTION	Eastern Football L	eague (EF	L)	ASSOCIATION						K X
Dashboard	Members	Competitions	Clubs	Teams	Communications	Registrations	Reports		٩	ADVANCED SEARCH	Ф
Permis	sions										
Choose the op settings.	otions below to	set the permissions	various use	ers have to p	erform tasks in the data	base. When you hav	re selected the per	rmissions press	the 'Update Perr	missions' button to save	your
NB. The perm	lissions only ap	ply to the Members/	club/ leams	that the us	er has access to already	t does not convey	extra permissions	5.			
Allow Pa	rent Body:										
		Full Access									
		Restricted Access									
		Statistical Access									
		O No Access									
Allow Cl	ubs to:										
Approve Pend at	ing Members	Association	evel Only								
		Club Level 0	nly								
		Both Associa and Club Level	tion Level								
Modify PPA Va Point Allocatio	lues (Player on)	٩,									
Activate inacti Members	ve Club										

 To lock individual clubs out of modifying the points values you will need to drill down to the club level of the database. Select Clubs > List Clubs and select which Club you would like to lock.

LEVEL SELECTION Eastern Football League (EFL) ASSOCIATION										
Dashboard	Members	Competitions	Clubs	Teams	Communications	Registrations	Reports		Q, ADVANCED S	SEARCH
Clubs ir	n Associa	ation								ADD
Name			c	ontact		Phor	e	Email	nowing - reame including	Active?
EG Balwyr	n		-	- , , , , , , , , , , , , , , , , , , ,				, J		≤
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6. Once at Club level select Members > Player Points Values.

H LEVEL S	ELECTION	Bayswater		CLUB 💽	N 2		K X 12 13
Dashboard	Members	Comp Management	Teams	Communications	Registrations	Reports	₽
Bays va	Player Points	teres					
BAYSY	List Online Tra	insfers		Contacts	Edit		

7. Un-tick the 'Allow PPA changes for this club' tick box will lock the player points values for that Club.

H LEVE	LSELECTION	Bayswater		CLUB 💽				K 2 16 31
Dashboard	Members	Comp Management	Teams	Communications	Registrations	Reports	٩	ADVANCED SEARCH
Playe	- Points Va	alues						
							Showing - Season 2017	Allow PPA changes for this club
Sur nam		First Name		DOB		Gender	PI	PA Value

8. Once un-ticked you will receive the following confirmation message:

