

## Games Played - By Season

Firstly, login to your Online Membership Database - If you don't have your login details please contact your State Governing Body or Association.

1. From the menu, select Reports.

| Courtside External BETA Test<br>Association |   |
|---|---|
|   | < |
| Dashboard                                   |   |
| Members                                     | • |
| Competitions                                | • |
| Clubs                                       | • |
| Teams                                       |   |
| Communications                              |   |
| Registrations                               | * |
| Reports                                     |   |

- 2. Select Competitions tab.
- 3. Scroll down to the PLAYER COMPS STATS REPORT and click Configure.

| Competition Ladder<br>Display the Ladder/Standings for the current Competition(s)      | Configure |
|--|-----------|
| Games Played Report<br>Allows for the reporting on games played by competitors         | Configure |
| Player Competition Stats   | Configure |
| Match Day Reports List the answers by teams/match officials to match day questionaires | Configure |

4. Click the blue add button against all the following fields from the left hand side which are needed for this

report. Click through the tabs to find the relevant fields or search them.

If you want to report on games played for all seasons then leave the SEASON field blank. If you want multiple seasons selected, then select this when filtering.

- first name
- family name
- games
- season filter this to EQUALS your current season or the relevant season/s needing reporting on
- team name
- club name (optional)

## Selected Fields

| First Name  | Filter :                | Remove 🖨 |
|-------------|-------------------------|----------|
| Family Name | Filter :                | Remove 🖨 |
| ✓ Season    | Filter : Equals  2022 × | Remove 🖨 |
| Team Name   | Filter :                | Remove 🖨 |
| Club Name   | Filter :                | Remove 🖨 |
| Run Report  |                         |          |

2. Click Run Report. This will give the report of games played in the particular season.