

*my*netball HELP HOW TO GUIDE

These instructions have been put together to guide the **Association** through the Online Team Nomination process for the 2018 Fast5 Summer Series.

Please use the following URL to login into the MyNetball system
<http://admin-netball.resultsvault.com/>

They are simple to follow and easy to use, however Netball NSW are here to help should you need the support.
Email: support.system@netballnsw.com or cdale@netballnsw.com Phone: 02 9951 5010 or Claire on 02 9951 5005

Updated 30 July 2018

Team Nomination – Organisation Team Manager

Competition Participation > Tasks > Organisation Team Manager

1. Select **Add New Team** create a unique team name for all teams that will be entered into the competition

ie: 2018 Northern Suburbs Fast5 team 1

2. Select **Update** after each team is entered

Once complete, select 'Back to Team Manager'

3. Select **Edit Squad**

Participation Team Management

[+ Add New Team](#) **1**

Also show inactive teams (shown in red)

Team ID	Team Name	Grade Allocation	Squad Size	Edit Squad	Edit	Delete
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Participation Team Management

[← Back to Team Manager](#)

*Denotes a mandatory field.

Team ID	
Team Name *	<input type="text"/> 1
Active *	<input checked="" type="checkbox"/>

[Update](#) **2**

Participation Team Management

[+ Add New Team](#)

Also show inactive teams (shown in red)

Team ID	Team Name	Grade Allocation	Squad Size	Edit Squad	Edit	Delete
99851	Northern Suburbs Team 1	View	1	Edit 3	Edit	Delete
99853	Northern Suburbs Team 2	View	0	Edit	Edit	Delete
99854	Northern Suburbs Team 3	View	0	Edit	Edit	Delete
99855	Northern Suburbs Team 4	View	0	Edit	Edit	Delete

Team Nomination – Organisation Team Manager - Continued

- Search** (enter the surname in the box and hit enter) and Select all players that you wish to be registered in the team by clicking onto the + symbol

Special instructions:

- Players should be entered in alphabetical order by surname.
- All players selected in a team must have a player role with your association to be able to be found and selected into the relevant team
- all players must be registered in 2018.

- Select the Coach of the team

- Select the Manager of the team

- for the coach and the manager to appear in the drop down box they must be allocated the role of Team Official and a sub-role as a Senior Coach or Team Manager within your Association.

- Hit **Save** once all players, coaches and Managers are listed.

[Back to Entity Team Management](#)

Squad for NSNA Team 1

Name: NSNA Team 1
 Description: Squad for NSNA Team 1
 Role: All Roles Also list records with 'No Roles'
 Age range: (5 - 70)
 Measurement date: No measurement date chosen.

Available Players

Too many records- only showing top 300. Please narrow your search.

ID	Name	DOB	Add
1323134	Abadee, Elizabeth	25 Nov 2003	+
1823260	Abarca, Elizabeth-Marie	12 Jan 2005	+
1323180	Abbott, Alexandra	25 Sep 1994	+
1323195	Abbott, Charlotte	15 Aug 1966	+
1826051	Abbott, Edie	18 Oct 2006	+
1323201	Abbott, Elizabeth	09 Jul 1992	+
1323203	Abbott, Emily	18 Sep 2004	+
1821402	ABBOTT, IMOGEN	29 Jun 2005	+
2991085	Abbott, Lena	20 Jun 2005	+
1323245	Abbott, Louise	12 Jul 1989	+
1323252	Abbott, Meg	22 Nov 2001	+
809389	Abbott, Pip	16 Mar 1961	+
809390	Abedin, Adity	11 Oct 1988	+
1323261	Abel, Madeline	10 Jun 2000	+

300 items in 20 pages

Disable paging and show results in single view

Squad List

ID	Name	DOB	Capt	Remove
1.	1323189	Abbott, Bridget	04 Feb 1993	<input type="checkbox"/> <input type="button" value="x"/>

*Note: Use drag and drop to change player positions.

Coaches:

Team Managers:

7/8

Team Nomination - Enter Teams

Competition Participation > Tasks > Team Nomination/Lodge Team

1. Select the relevant Competition that you are nominating for from the **Team Nomination** drop down list (2018 Fast5) Select **GO**.
2. Select the **Team Entry** Tab.
3. Select **Add New Team Entry**
4. **Entry Category:** Select the relevant requested Fast5 division from the drop down list.
5. **Predefined Team:** Select the relevant team for this division from the drop down list. (this should be one of the teams that you have just created)
6. **Team Name:** your **Association** name should appear, DO NOT change this.
7. **Comment/Grading Request:** enter relevant grading information if required (keep this to a minimum)
8. Select **Confirmed (only)**
9. Select **Update**

Team Nomination - Enter Teams [Help on this topic](#)

Team Nomination: [BCNA] 2015 Spring Night Comp 1

Introduction 2 Team Entry Reports

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ID	Entry Category	Team Name	Grading	Status	Actions	Enter Players
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Team Nomination Edit

Team Nomination Details

Submission ID 69909

Entry Category DOOLEYS Metro League Division 1 4

Predefined Team NSNA Team 1 5

Team Name Northern Suburbs Netball Association 6

Comment/Grading Request 7 players from 2016 NSNA Metro Div 1 7

Status

Provisional

Confirmed 8

Withdrawn

8

Team Nomination Grading Report

Competition Participation > Tools > Team Nomination Grading Report

- Nomination Group:** Select the relevant **Competition** from the drop down list.
Go further down the page to 'Generate Grading Report'
- Season:** select the correct year
- Nomination Form:** Select the relevant Competition (2018 Fast5 Summer Series) from the drop down list.
- Category:** Leave as 'all'
- Select season(s) for player history:**
DO NOT make any selection here.

Player history must be entered on the Team entry form

- Select **Download PDF**.
- Save this file and submit it by email with the Night Interdistrict Entry form

Generate Grading Report ?

Filters:

Season: 1

Nomination Form: 2

Category: 3

Select season(s) for player history:

Season(s): 4

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Club: Blacktown West Netball Club Nomination Form: 2015 Winter Comp
 Team: Blacktown West 2 (Sub#:35977) Nominated Grade: B2
 Season: 2015 Allocate to grade:

ID #	Name	REP	D.O.B	Past Experience			
				Comp 1		Comp 2	
				Year	Grade Team Finish	Year	Grade Team Finish
1	1330577	Armitage, Alyson	19/12/1996	2014 (MN)	B3 [BCNA] Blacktown West 2 4	2012 Winter	B4 Blacktown West 2 5
2	1330587	Armitage, Fiona	03/12/1977	2012 Winter	B4 Blacktown West 2 5		
3	1336653	Barber, Belinda	10/02/1979	2014 (MN)	C2 [BCNA] Blacktown West 3 4	2013 Winter	C2 Blacktown West 2 7
4	1413118	Ezzy, Megan	26/06/1996	2012 Winter	17 Div 1 ZODIACS 4 5		
5	1423258	Fraser, Jessica	31/01/1995				
6	1446406	Harrington, Juliette	21/05/1996	2014 (MN)	B3 [BCNA] Blacktown West 2 4	2013 Winter	A3 Blacktown West 1 3
7	1484119	Knox, Kristy	18/12/1992	2014 (MN)	C2 [BCNA] Blacktown West 3 4	2013 Winter	C2 Blacktown West 2 7
8	1528076	Montague, Nicole	23/05/1986	2012 Winter	B4 Blacktown West 2 5		
9	1403306	Willmott, Alissa	18/10/1984	2014 (MN)	C2 [BCNA] Blacktown West 3 4	2013 Winter	C8 Blacktown West 5 3
10							
11							
12							

Late Registrations

Comment: Time request form submitted for work commitments.