

mynetball HELP

HOW TO GUIDE

These instructions have been put together to guide the **Association** through the Online Team Nomination process for the **2019 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

Updated 20 July 2019

Team Nomination – Organisation Team Manager

To begin ensure you have **‘Participation’** ticked for the mode you are working in

- **Teams (tab)**
- **Organisation Team Manager**

1. Select **Add New Team**
2. Create a team name for all teams that will be entered into the competition
ie: 2019 ERNA NID Team 1
(teams created will appear each year in your Participation team management list, so it is recommended that a year is used in the team name, to differentiate teams each year)
3. Select **Save** after each team is entered
4. Once complete, select **‘Back to Team Manager’**
5. 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 **4**

Team ID

Team Name * **2**

Active *

*Denotes a mandatory field.

Update **3**

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 5	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

6. **Search** (enter the surname in the box and hit enter) and **Select** all players that are registered in the team by clicking onto the + symbol.
 - all players selected in 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 with Netball NSW in 2019.
7. Hit **Save** once all players 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:

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, Melissa	10 Jun 1999	+

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:

Team Nomination - Enter Teams

➤ **Teams** (tab)

➤ **Team Nomination/Lodge Team**

1. Select the relevant Competition that you are nominating for from the **Team Nomination** drop down list (ie: 2019 Night Inter-district League) Select **GO**.
2. Select the **Team Entry** Tab.
3. Select **Add New Team Entry**
4. **Entry Category:** Select the requested State Titles division from the drop down list.
5. **Predefined Team:** Select the relevant team for this division from the drop down list.
6. **Team Name:** your association name should appear, DO NOT change this.
7. **Comment/Grading Request:** enter relevant grading information (keep this to a minimum)
8. Select **Confirmed (only)**
9. Select **Update**

Team Nomination Grading Report

- Teams (tab)
- Reports
- Team Nomination Grading Report

1. **Nomination Group:** Select the relevant **Competition** (2019 Inter-district League) from the drop down list.

Go further down the page to 'Generate Grading Report'

2. **Season:** select the correct year
3. **Nomination Form:** Select the relevant Competition (2019 Inter-district League) from the drop down list.

3. **Category:** Leave as 'all'

4. **Player history:**

Select 2018 history here.

(playing history for each player in 2018, where the competition was managed through MyNetball should appear)

5. Select **Download PDF** (do not select Excel).
6. Save this file and submit it by email after the online registration is complete

Generate Grading Report ?

Filters:

Season: 1

Nomination Form: 2

Category: 3

Select season(s) for player history:

Season(s): 4

5

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

					Past Experience			
					Comp 1		Comp 2	
ID #	Name	REP	D.O.B	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.