

# NORTH BURY JUNIOR FOOTBALL LEAGUE

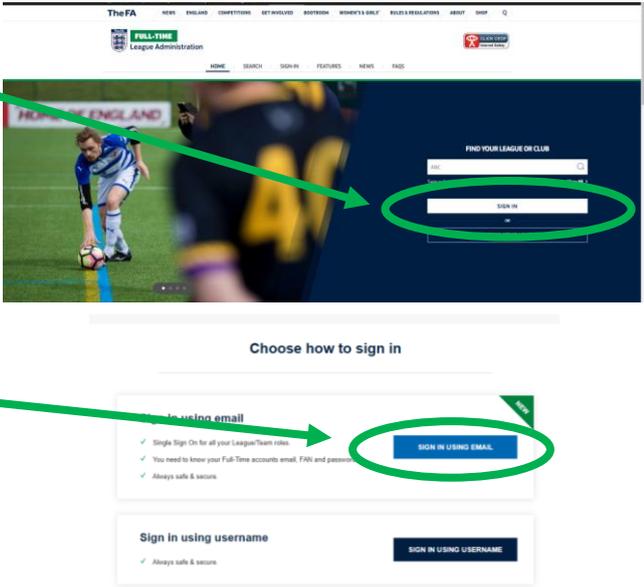
Integration of the FA Whole Game System and the FA FullTime systems combined with changes to data protection legislation means that the smooth running of the league is more dependent than ever upon all clubs, coaches and managers 'doing their bit' every week to keep our results, league tables and fixtures up to date and accurate.

Every team coach (administrator) needs to be set-up and able to access the FA Fulltime system correctly in order to receive fixture information, record their referee marks after each game and generally keep up to date with league activities such as cup competitions.

This guide provides details of how to access the FA FullTime system and how to record referees' marks and team statistics.

NOTE: to do this, a team coach (administrator) must have already been setup correctly in the FA Whole Game System by their club secretary, and their personal details (e-mail address and mobile number as a minimum) must have been added to their Whole game System profile (see separate guide for how to do this).

## ACCESS TO THE 'FA FULLTIME' SYSTEM

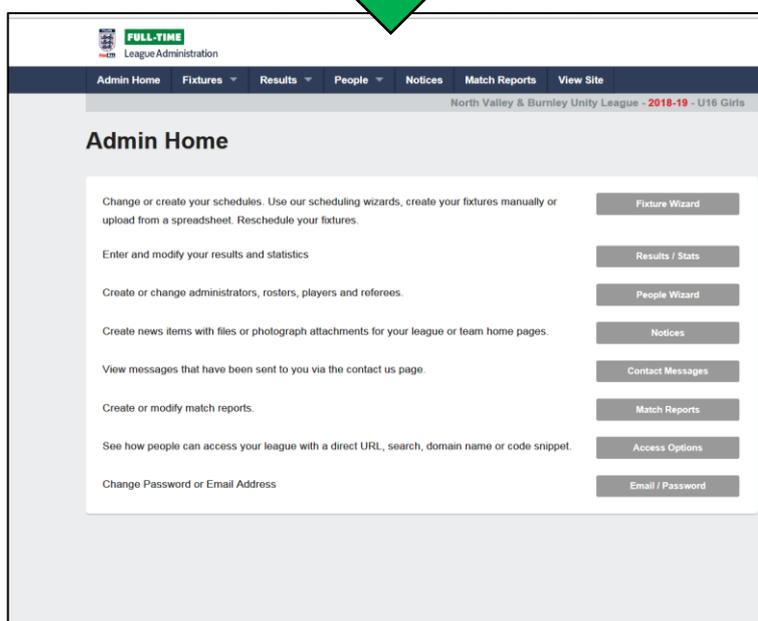
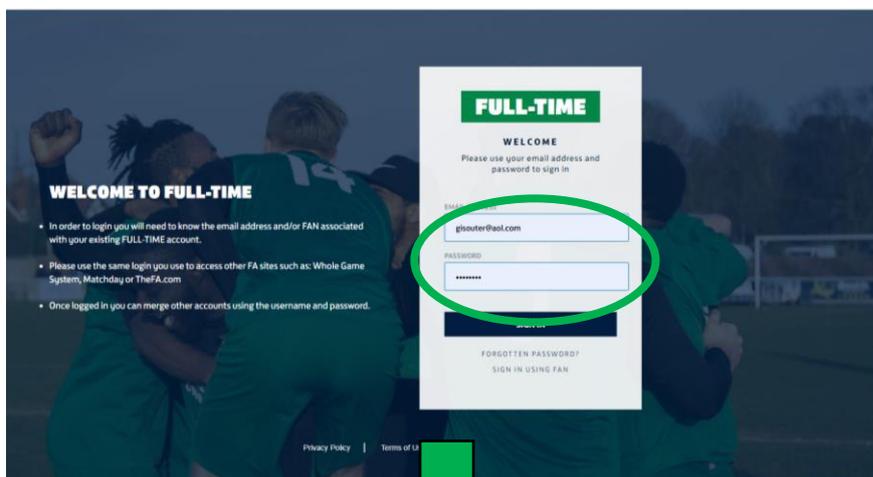
<p>1. Searching 'FA FullTime' on the internet brings up this website as the top search result.... <a href="https://fulltime.thefa.com">https://fulltime.thefa.com</a></p> <p>Although this is correct to view information in a mobile friendly way, it is not the place to be for entry of referees marks etc. (as the green box explains).</p> <p>You need to click on the white box labelled 'BACK TO FULL-TIME ADMIN' to get to the right place.</p>	
<p>2. You are now in the correct place – click ;SIGN IN'</p> <p>In the 'FIND YOUR LEAGUE' box type 'North Bury' and click on 'GO'</p> <p>Click on 'SIGN IN USING E-MAIL'</p>	

3. You can now add this to your favourites to skip steps 1 and 2 in the future.

Enter your username and password.

Please note that your club secretary must have already set you up as a team coach or manager in the FA Whole Game System (WGS) for the league to have sent you an invite to register for FA FullTime.

Also, your personal WGS profile must have your e-mail address and mobile number in it.



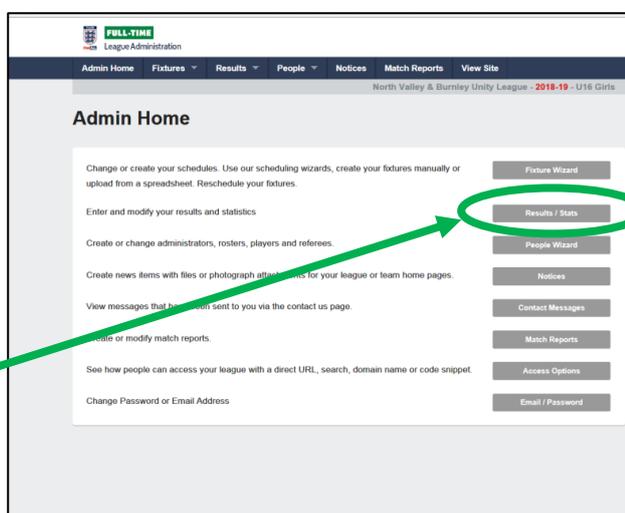
## ENTERING MATCH STATISTICS INTO THE 'FA FULLTIME' SYSTEM

1. Once logged into FA FULLTIME, you will see a screen with several options. The options available to you depend on the level of access you have to FA FullTime.

As a team manager it is your responsibility to ensure you provide details of your referee's performance each week by 5pm on a Monday for Saturday fixtures.

Click on 'Results / Stats' to provide referee marking details.

***If you have not had a league match official appointed – you do not need to complete this process.***



## 2. TEAM ADMIN RESULTS ENTRY

This screen will show you the last 7 days and next 7 days fixtures for your team.

Your last match score will have already been populated via the automated SMS results system.

Click on the blue 'statistics' box

Approve / unapprove all  
Update / Refresh

1301 Sat 29/09/18 09:30 - Walshaw Sports Club Juniors U13 White v Ramsbottom United Juniors U13 Tigers Derby High School, Bury

Status: Normal Latest Score: Approved History

Home Team Score - Walshaw Sports Club Juniors U13 White  
Half time  
Full time  
Statistics

Away Team Score - Ramsbottom United Juniors U13 Tigers  
Half time  
Full time  
Statistics

Note: Display Note?

Match Officials  
Marks for match officials can be entered via the 'Statistics' button

Position	Name	Home Mark	Away Mark
Referee	No referee has currently been recorded		

Fixture Half Duration: 35 Normal time

Back to top

## 3.

On this screen you can add information about your starting line-up etc. This is totally optional and not required by the league.

Click on the 'FA Marks' tab.

Admin Home Setup Fixtures Releases Results Cups People Email SMS Notices Match Reports Downloads View Site

North Bury Junior Football League 2018-19 Under 7 Development League

FA Marks Lineup Player Statistics

Results

Team Sheet Wizard - Step 1 - Player Stats - Walshaw Sports Club Juniors U13 White  
SAT 29 SEP 2018 09:30 Walshaw Sports Club Juniors U13 White - Ramsbottom United Juniors U13 Tigers

Switch to Quick Start Entry Switch to Simple View

Load Starters Load starters from the fixture SAT 22 SEP 2018 10:00

Player	Squad Number	Starter	Bench	Unused Bench
Birtwistle, Joshua		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Burns, Jack		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carter, Noah		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clarke, Adam		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Duncan, Samuel		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hill, George		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leathwaite, Luke		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Morris, Finlay		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Musingazi, George		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Naveed, Harza		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Newby, Joshua		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Robinson, Jack		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sadiq, Omar		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Souter, Michael		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stinger, Alfie		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Yates, Alexander		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Previous / Next Finish

4.

Your referees name will already be populated on this screen.

Enter 3 marks for the referee's performance.

A total mark of 60 or less requires the additional of comments describing why the score is so low (at least 50 characters required).

Select one option for each of the 'Respect Marks' section.

Confirm the pitch type and select and select an option for pitch markings.

Click on 'update'.

You may then have to click 'back' to return to main 'stats' page where you can click 'Finished'.

If at any point you cannot click 'update' or 'finished' to move between screens, it's because you have missing / incorrect data e.g. forgetting to add comments for a low referees score. So please read the screen carefully to find 'error' descriptions which appear when you make a mistake or miss out required fields.

You can now exit FA FULLTIME.

The screenshot shows the 'Statistics' page for a match between 'Marker's Team - Walshaw Sports Club Juniors U13 White' and 'Ramsbottom United Juniors U13 Tigers' on 29 Sep 2018. The page is titled 'FA Marks' and 'Player Statistics'. It contains several sections: 'Official Marks' with a radio button for 'No referee has currently been recorded' and a note to 'Enter referee name if not appointed or is different from appointed referee'; three input fields for 'Overall decision making (1-10)', 'Judgement of major decisions (1-10)', and 'Overall control (1-10)'; an 'Overall mark' section with a radio button and a text area for 'Reasons for mark of 60 or below'; a 'Respect Marks' section with two sets of radio buttons for behavior on and around the pitch; and a 'Pitch Marks' section with radio buttons for 'Pitch Type?' (Grass, 3G Astroturf, Indoor, Other) and 'Pitch Mark?' (Very Poor, Poor, Satisfactory, Good, Excellent). At the bottom, there are 'Update', 'Clear All', and 'Back' buttons. Green arrows point from the text on the left to these specific elements: the 'Overall control' field, the 'Respect Marks' section, the 'Pitch Marks' section, and the 'Update' button.