

# MWFA CompMan SP MatchSheets Smart Phone Version User Guide – 2020 version

1. Open your smartphone internet browser, e.g. Safari.


Navigate to <http://www.icompman.com.au/iCompMan>

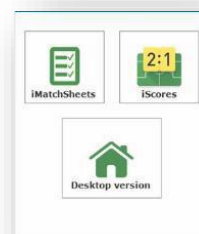
The iCompMan Login screen is as shown.

Enter your **Login name** and **password**.

Click the “Login” button.



 Select **iMatchsheets** to begin iCompMan smartphone version.



2. Select club, field, competition and age group. Click “Confirm Selection”



3. Select your game and CONFIRM. Click on your team players and CONFIRM.



4. Select any players that need to be borrowed by clicking on “Add player”. Enter Surname and search for particular player. ONLY approved Players for each team will be shown.

5. Once you have completed all players in team, click on “Confirmed – this match sheets is in order”.

6. Click on “Review Opposition Match Sheet”. (You will not be able to view this until the opposition team has confirmed their match sheet.)

7. On completion of game, please go to “Update RESULT, MATCH OFFICIALS & other MATCH STATISTICS”. Enter relevant information – INCLUDING SCORES and click “SAVE”. Update Match Players List.

### NOTE:

If your team has a player arrive late to the match who needs to be added:

Advise the Opposition Manager that your player has arrive and that you will be updating the Team List.

Request the Opposition Manager to release your Team List:

- To do this, the Opposition Manager needs to select “Review Opposition Match Sheet” and change the status to “Pending My Confirmation”

Update your list and confirm.

**PLEASE MAKE SURE BOTH MANAGERS SELECT “Confirmed – This Team sheet is in order”** after any additional player is added.

Please make sure that both Managers confirm team lists prior to game and any changes throughout the game are confirmed by both parties.

If you have any problems, please contact your Clubs designated EMS Supervisor/Comp Sec.