



Electronic Match Card Guide

Game Day Functionality – Electronic Match Card



- Pre Match
 - Team Manager Actions
 - Select Players
 - Submitting EMC
 - Review Opposition EMC and Accept
 - Referee Actions
 - Confirm both EMCs have been accepted
- Post Match
 - Team Manager Actions
 - Enter score
 - Referee Actions
 - Enter Score
 - Enter cautions and send offs

Game Day Functionality – Electronic Match Card Login Process

Click: <http://members.lfc.com.au/TeamManagers>

- Username is {your email address}
- Password is **football**
- Select your team from dropdown list (controlled from your email address)
- Set Remember Me to **YES**
- Click **Login**



IMPORTANT: You will need to use your **SMARTPHONE** to access the online system!



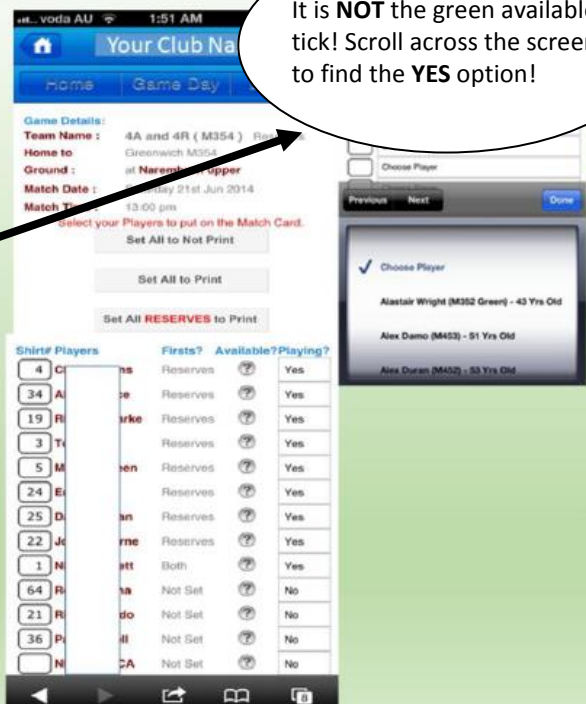
Game Day Functionality – Electronic Match Card – Main Menu

1. After login you are presented with the full menu.
2. Click on **GAME DAY** to enable shortened menu, including:
 1. Submit your Match Card
 2. Review Opponents Match Card
 3. Match Results



Game Day Functionality – Electronic Match Card – Submit Match Card

- Click **Submit Match Card**
- Mark **YES** to include player on EMC
- Ensure **shirt numbers** are included for all players marked **YES**.
- Click **Save but not submit** if you wish to come back later and finalise
- Once you have finalised click **Submit**.
- No changes are allowed after this has been done.



IMPORTANT: You must submit no less than **10 minutes before** scheduled commencement of the match!

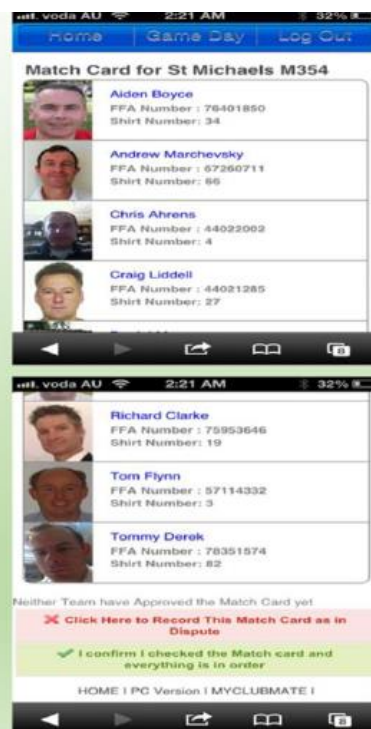
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Game Day Functionality – Electronic Match Card – Review Opponents Match Card

- Click **Review Opponents Match Card**.
- Check opponents EMC to players on field
- If ok click **✓ I confirm I checked the Match Card and everything is in order**.
- If not ok click **✗ Click Here to Record This Match as in Dispute** and enter reasons in text box.



IMPORTANT

- Unless the other team has submitted their card you won't be able to review their team players and may need to refresh from the home menu until it is submitted!
- You must accept opponents EMC no less than **5 minutes before** the scheduled start of the match!



Game Day Functionality – Electronic Match Card – Match Result

- Click **Match Results** from the main menu
- Select the game from the list that appears
- Enter score for each team
- Click to **Enter Match Result**

Division:	4
Ground:	Howson
Game Date:	19th Jul 2014
Game Time:	15:00
Match Result	
Match Played to the end	
Kissing Point :	2
Lindfield :	1
Click to Enter Match Result	

IMPORTANT

- If for **ANY** reason the other team wants to use the old paper match cards both teams need to revert to these so you will always need to have a few spares handy.

Further Information

- [Summary of Electronic Match Card Procedure](#)
- [Electronic Match Card Simulation for Team Managers – HOME TEAM](#)
- [Electronic Match Card Simulation for Team Managers – AWAY TEAM](#)
- [NSFA Circular – Electronic Match Card Procedure](#)