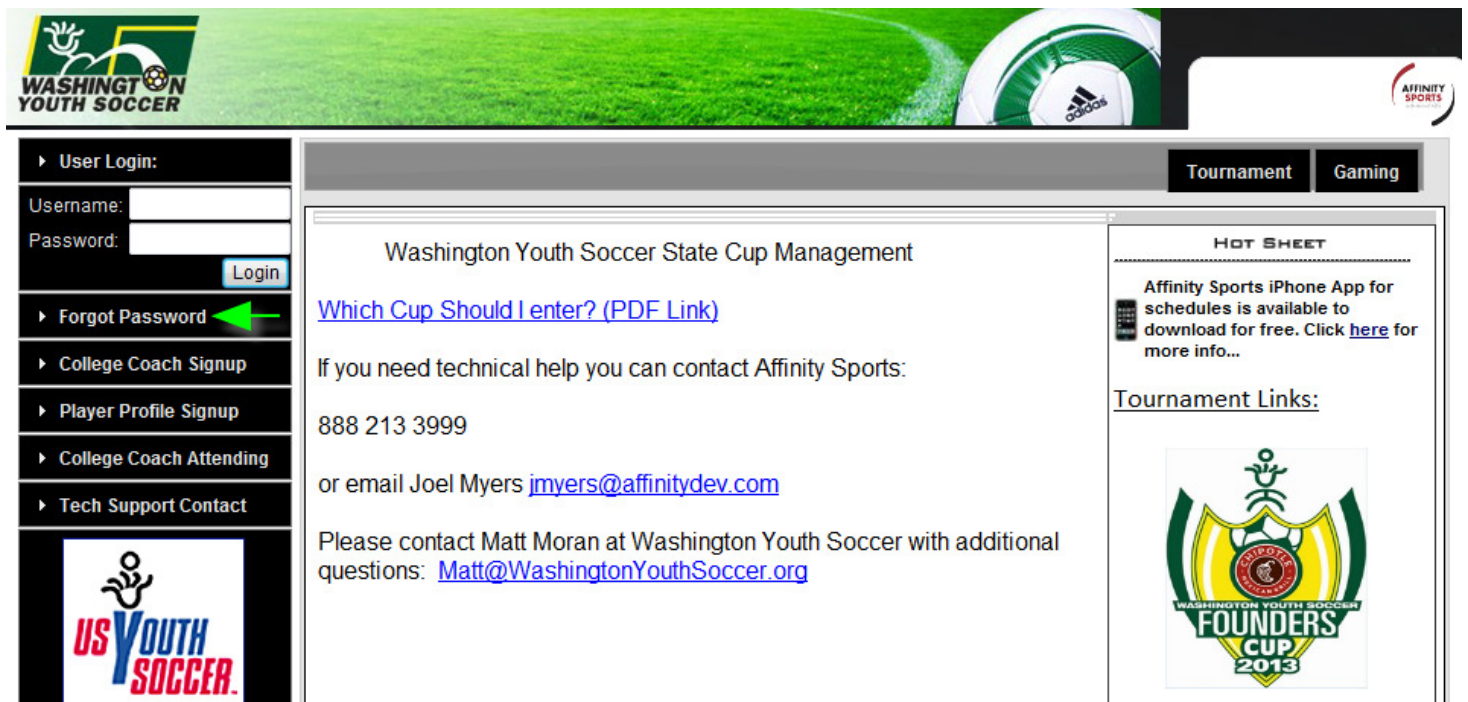# Score Reporting and Match Report Printing Instructions

At least one representative from each team will need a Username and Password to print match reports prior to each game and enter scores after the game. Below you will find instructions on how to setup a username and password, print match reports, and enter scores.

Step 1 How to setup a Username and Password:

Go to the Washington Youth Soccer State Cup Main Page:

www.washingtonyouthsoccer.affinitysoccer.com

Click Forgot Password in left hand navigation to setup a username and password to print match reports and score games for your team.

Enter your email address and last name:
(Zip code & Username are not required)

You will receive an email containing a personal link to reset your account access.

The system is designed to find a match based on your email address and last name. If the system does not find a match you can submit a help ticket by clicking "Tech Support Contact" in the left hand navigation requesting this information or give us a call during normal business hours and we will help you setup your account:

Affinity Sports
1-888-213-3999
M-F 7am to 7pm PST
S-S 7am to 3:30pm PST

Otherwise you will receive an email from noreply@sportsaffinity.com

Dear member ;

   We have received a request to update your password. The following account(s) are matched with the information you submitted. Please click on Reset Password to reset the username/password for the account. If you have duplicated accounts in the system, please contact your technical support to merge into one account.

Thank You!

Account Reset Password	Family Members
Test, Test	Test, Test
User Name:	IDNum:60982-529892 DOB:8/9/1971 Created:11/17/11 Father
ID Num: 60982-529892	
Please Update	
Unknown, WA99999	
Email:	
Created: 11/17/11	

Click on the Reset Password link and you will be prompted to create a Username and Password:

Change Password

Please enter a new username/password for your account using the form provided here. Once your username/password has been changed, you will be able to log-in to your account immediately. Please write down your new username/password and keep it in a safe place.

User Name*

New Password:*

Verify New Password:*

*Required

Update

Step 2 Printing Match Reports (After Roster Freeze):

Login with your Team Admin account Username & Password:

My Info

Test Test
Please Update
Unknown, WA 99999
H: (999) 999-9999
Edit

[Add More Family Members]

Current | Past

Registration Applications

			Fall 2011-2012			
	Name	Club	Application Status	Playlevel	Risk Status/ExpireDate	Application Date	Forms
A	Test Test	Demo Club	Assigned	Competitive	None	11/18/2011	

Current | Past

Teams

Team	Team ID	Season		
Test Team	DD01-001CG15-0002	Fall 2011-2012	Edit	Tournament

Current | Past

Tournament Applications / Game Scoring

Team	Tournament		
Test Team DD01-001CG15-0002	2011 Washington Youth Soccer Status: Pending Submitted on 11/3/2011	Edit	Schedules / Game Scoring

(The Team ID# you will see on this page is an internal Team ID# which is a little different from your Washington State Team ID#)

Click the Schedules/Game Scoring Link

On this page you will be able to print a match report for each game and also click on the either of the blank score boxes to record the games score and any cards received:

Click here for Schedule Information Including Game Times and Fields

Advancing to Next Round: top 1 place team(s) from each Bracket and 0 Wildcards.

Club Info	Group A	1	2	Total Points	Ylw	Red
📄	A1 : Test Team				0	0
📄	A2 : Test Team				0	0

Bracket - Saturday, November 19, 2011

Game#	Group	Home Team	Score	Away Team	Score	Referee Performance
1001 [Print Roster]	A2 vs A1	Test Team		vs. Test Team		Rate

The "Print Roster" button will not show until after the roster freeze date. Three days prior to each game you will see the "Print Roster" button for your next game.   Click the "Print Roster" button to print your match report.

The system will display a popup PDF with the match report. If you do not see this match report make sure you have any popup blockers disabled.

Print 2 copies of your Match Report

Step 3 Game Scoring

Login with your team administrator Username and Password

Click the Schedules/Game Scoring Link

Next to each unscored game you will see an empty score box under the word "Score":

Game#	Group	Home Team	Score		Away Team	Score	Referee Performance
1001 Print Roster	A2 vs A1	Test Team		vs.	Test Team		Rate

The system will display a popup window for the game stat entry. If you do not see this form make sure you have any popup blockers disabled

Instructions:

The required fields are **Team Colors** and **Team Scores**. Team Colors cannot match.

In Goals/Cautions/Ejections section, Please select from the drop down to add goals, ejections, or cautions for a selected Admin or player.

Note: player numbers must match those that are in the roster. **Click on the Team Names to add Jerseys.**

2C - Second Caution
AOL - Abusive / Offense Language
DGF - Denies Goal scoring
        opportunity by impeding Foul
DGH - Denies Goal scoring
        opportunity Handling
DIS - Dissent
DR   - Delay Restart
EFI - Enter field improperly
FRD - Fails to Respect Distance
IRB - Irresponsible Behaviour
LFI - Leave field improperly
PIL - Persistently Infringing Laws of
        the Game
SFP - Serious Foul Play
SPT - Spitting
USB - Unsporting Behavior
VC   - Violent Conduct

1 or more referees can be assigned to a game. To add referees simply scroll through the names on the "Available Referees" list and click

Game Stat Entry

Date: 11/19/2011   Time: 08:00 AM   Field: 1

Home: Test Team   Visitor: Test Team

Colors: ○ None ● None   Colors: ○ None ● None

Score: 0   Score: 0

Special Code --   Special Code --

Goals/Cautions/Ejections   **Goals/Cautions/Ejections**

--Select Admin/Player--   --Select Admin/Player--

Item Type   Reason   Item Type   Reason

--   --   --   --

Add   Remove   Add   Remove

Referees Assignment (click name to rate referee performance)

Center Referees   **Assistant Referees**   **Club Linesman**

Comments

Add Comment:

Clear Stats   Save Stats & Comment   Save Comment only

Input the score for each team in the Score box and click "Save Stats & Comment" button.

If the game has been forfeited select the special code *for the Team that Forfeited*.

To record which player scored the goal:
>   First select the players from the drop down menu
>   Then selecting the Item Type as "Goal"
>   Then **Click** on the **Add Button** to add the item to the list.
>   If more then one item repeat the above steps until all have been inputted.
>   Repeat for both Teams.

You may also write comments about the game at the bottom of the screen.
Remember **Click** to the ***Save Stats & Comments*** at the bottom of the screen once you have finished entering the results.

If you need to edit the information you can make the changes and ***Save Stats & Comments*** again.
If you need to clear the information then use the ***Clear Stats*** Button at the bottom of the screen.

Once a Team Administrator enters the scores the system will show the information in the standings.

If the opposing Team enters different information then the system will display a contested result. A contested result occurs when Scores are not entered the same by both teams. The Contested item will be displayed with a ***red C(S) for Contested Score***.

When this happens you will need to have the Roster Game Report to confirm your input and you must contact your Washington Youth Soccer to resolve this contested game.

The referee(s) are responsible for recording any disciplinary items that occurred in the match.

Affinity Sports Tech Support 888-213-3999