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, last name and zip code:
(Username is 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, last name and zip code. 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:

Login with your Team Admin account Username & Password:

(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 the "Print Roster" button to print your match report

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

Do Not Click the Browser Print function to Print the roster

Within the window Click on the Print icon at the top left hand side of the window. It is the second icon in from the left:

This will open up a PDF window from which you may print the Game Roster forms.

Print 2 copies of your Game Day Roster

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 a 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 match report make sure you have any popup blockers disabled

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.

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.

To record any Red or Yellow cards from the game:
        First select the player or admin from the drop down menu
        Then selecting the Item Type as "Caution" for Yellow card or "Ejection" for Red Card
        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 right 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 and the cards, the system will show the information in the standing.

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

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.

Affinity Sports Tech Support 888-213-3999