

## 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](http://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.



The screenshot shows the Washington Youth Soccer website interface. At the top left is the logo for Washington Youth Soccer. Below it is a navigation menu with options: User Login, Forgot Password (highlighted with a green arrow), and Tech Support Contact. The main content area features a large announcement: "Registration is now open for the 2011/2012 Washington Youth Soccer State Cups!". Below this announcement, there is a paragraph explaining that registration should be completed by either Club or Association registrars. It also lists two options for registering teams: manually entering information or uploading team data via email to Joel Myers or Natalie Del Francia. On the right side, there is a "HOT SHEET" section titled "Tournament Links:" with a logo for the "FOUNDERS CUP 2012".

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.

<b>Email *</b>	<input type="text" value="test@test.com"/>
<b>LastName *</b>	<input type="text" value="test"/>
<b>Zipcode *</b>	<input type="text" value="99999"/>
<b>Username</b>	<input type="text"/>
	<input type="button" value="Submit"/>

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](mailto: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
<b>Test, Test</b> User Name: ID Num: 60982-529892 Please Update Unknown, WA99999 Email: Created: 11/17/11		Test, Test IDNum:60982-529892 DOB:8/9/1971 Created:11/17/11 Father

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

## Step 2 Printing Match Reports:

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							
A	Name	Club	ApplicationStatus	Playlevel	RiskStatus/ExpireDate	ApplicationDate	Forms
	<b>Test Test</b>	Demo Club	Assigned	Competitive	None	11/18/2011	

Current Past

Teams			
Team	Team ID	Season	
Test Team	DD01-001CG15-0002	Fall 2011-2012	<a href="#">Edit</a> <a href="#">Tournament</a>

Current Past

Tournament Applications / Game Scoring			
Team	Tournament		
Test Team	2011 Washington Youth Soccer		
DD01-001CG15-0002	Status: Pending		<a href="#">Edit</a> <a href="#">Schedules / Game Scoring</a>
	Submitted on 11/3/2011		

(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 <a href="#">Print Roster</a>	←	Test Team		←	Test Team		<a href="#">Rate</a>
	A2 vs A1			vs.			

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 <input type="button" value="Print Roster"/>	A2 vs A1	Test Team		vs.	Test Team		<u>Rate</u>

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

**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: <input type="radio"/> None <input checked="" type="radio"/> None		Colors: <input type="radio"/> None <input checked="" type="radio"/> None	
Score: <input type="text" value="0"/>		Score: <input type="text" value="0"/>	
Special Code -- <input type="button" value="v"/>		Special Code -- <input type="button" value="v"/>	
Goals/Cautions/Ejections		Goals/Cautions/Ejections	
--Select Admin/Player-- <input type="button" value="v"/>		--Select Admin/Player-- <input type="button" value="v"/>	
Item Type	Reason	Item Type	Reason
-- <input type="button" value="v"/>	-- <input type="button" value="v"/>	-- <input type="button" value="v"/>	-- <input type="button" value="v"/>
<input type="button" value="Add"/> <input type="button" value="Remove"/>		<input type="button" value="Add"/> <input type="button" value="Remove"/>	
Referees Assignment (click name to rate referee performance)			
<b>Center Referees</b>		<b>Assistant Referees</b>	
<b>Club Linesman</b>			
Comments			
Add Comment:			
<input type="button" value="Clear Stats"/>		<input type="button" value="Save Stats &amp; Comment"/>	
		<input type="button" value="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**