

How to register a player with a league on Play-Cricket

Introduction

The new player registration process

- Allows clubs to see potential duplicate registrations and identify them
- Removes duplicates from the system.
- Improves transfer management giving leagues and club chances to approve and object.
- Introduces a cross league transfer process for the first time.

This will reduce the load on administrators by providing all the information in one place and improve the quality of the playing data for the clubs, leagues and players by combining one of more instances of the same person.

Clubs will also now be better informed of a players past when they wish to be registered and can avoid inadvertently attempting to register a player already registered for another club.

In the past, player registration has been carried out very much on a league by league and club by club basis. When a club submitted a registration to a league checks were made regarding the player's history, and duplications were highlighted to allow clubs and leagues the ability to resolve players being registered twice for different clubs at different times. These checks relied on processes outside the workflow and led to many time consuming issues for league, clubs and players.

- It was very easy to have a player registered for 2 clubs simultaneously in the same league.
- It was difficult to resolve a player registering in different leagues for different clubs.
- The processes to gain approval from club to transfers were outside of the workflow and often paper based.
- The result at the end of a transfer was often a new (duplicate) record for the player and a fragmentation of his playing stats.

The changes to the process improve the transparency of who is applying to which club in which league by providing within the workflow, communications to interested parties who can raise approval or objections to a registration. This will save league and club administrators' time and effort in chasing transfers between clubs and often between clubs in differing leagues. Each interested party is prompted in workflow items on the Admin Home page when action is needed. The system recognises many duplicate players based on surname plus date of birth. The club administrator requesting the registration also has the ability to search for and select playing records from previous

clubs. If any of those records have live league registrations, transfer requests are raised. The process then allows the league administrators to merge the playing records so that at the end of the process a single player record exists with all roles and playing stats attached from all previous clubs.

- For a simple new registration of a player for the first time there is no change to the process.
- For simple transfers there are now steps to allow clubs to select the duplicate player; objections and approvals are built in the workflow and the merge of the old and new records happens on a button press from the league when they accept the registration.
- For complex transfers across leagues a similar process is followed which each interested party being informed and having the ability to act.

The new process is designed to fit with the operation of all leagues and so does not mandate that approvals have to be given before registrations can be completed. It is possible for a league administrator of the old league to allow both registrations to stay in place. It is also possible to register a player for two different clubs in the same league as all these possible scenarios exist somewhere within cricket.

Applying for League Registration

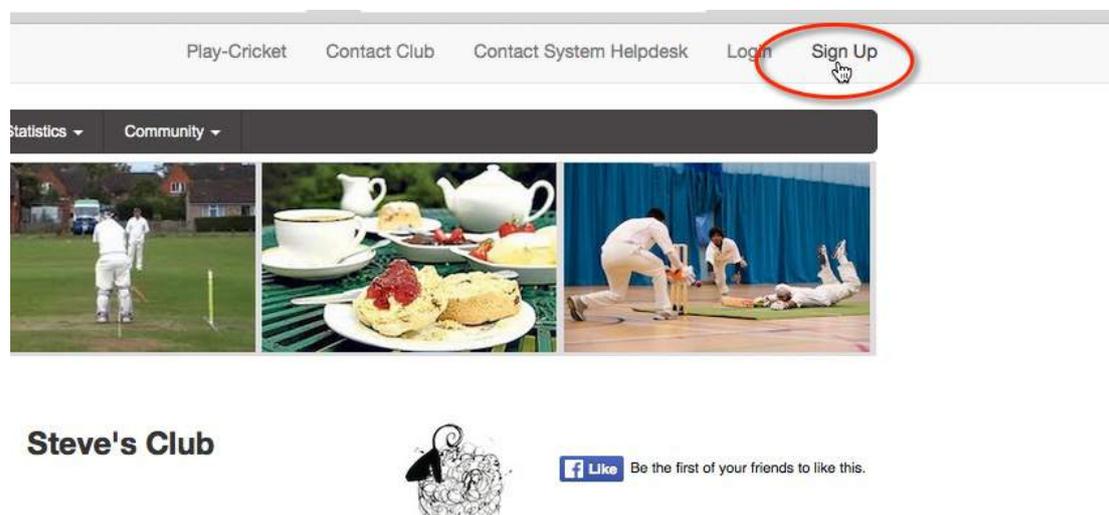
Fixtures administrators selecting players for a league match sometimes find that although they have a squad set up, they cannot see some of them to pick. It may be that the league now requires player registration where a player wishing to play in a league match **must be registered with the league before they can play.**

Creating a Player on your play-cricket club site.

There are two ways that a player can be created on your Play-cricket site.

a) Player self Sign-up

They can sign up themselves by visiting their club's Play-cricket site and clicking the Sign up button that is on the right hand side.



This would allow the users to enter their own details and apply for membership of the site.

When members have done this you can approve the application from the Admin Home page and they will appear in the club's member list.

b) Registration by the Main Administrator:

1. Visit your club's play-cricket Site.
2. Click Sign In on the home page and enter your Username and Password. Your name will appear in the top right hand corner.
3. Click on your name, then Site Administration to enter the Admin Section.

- Once in the Admin Section go to Site Management and select the Members link in the menu on the left-hand side.
- Now select Member Database, change the role to 'Member of the Website' and click Search to give you a list of all your club members.

Member Database More Filters

Search for In Surname **Role** Member Of The Website

178 records

Name	ID	Email	Telephone	View	Player Stats	Email	Match	Edit Roles	Select All
TestUser 10 *	1872154			<input type="button" value="View"/>	<input type="button" value="Stats"/>	<input type="button" value="Email"/>	<input type="button" value="Match"/>	<input type="button" value="Edit Roles"/>	<input type="checkbox"/>
TestUser 2 *	1872139			<input type="button" value="View"/>	<input type="button" value="Stats"/>	<input type="button" value="Email"/>	<input type="button" value="Match"/>	<input type="button" value="Edit Roles"/>	<input type="checkbox"/>

- To create a new member, you must click on the 'Add New Member With This Role' button.
- This will give you options to get a player's details from a previous club or to enter the player's information from scratch.

Add New Member

Please select your player's record from their previous club or county board team as this will help them maintain their statistics in one place.

Player's Surname

Type Keyword

Alternatively if this is their first time playing for a team linked to a Play-Cricket site you can create a new record for them

If the player has come from another club or from a county board, enter his/her surname into the box, select Club or County Board from the Type dropdown, then enter the name of the club or county board as the Keyword and click Search.

Add New Member

Please select your player's record from their previous club or county board team as this will help them maintain their statistics in one place.

Player's Surname

Type Keyword

Alternatively if this is their first time playing for a team linked to a Play-Cricket site you can create a new record for them

In this example I have chosen to search a county board site.

[Back](#)

Add New Member

Select a County Board

Keyword

County Board	County	Select
Hampshire Cricket Board	Hampshire	<input type="button" value="Select"/>

Choose the correct record based on the Stats if there are duplicate names.

[Back](#)

Add New Member

Hampshire Cricket Board

The following possible matches based on surname have been found in the site you selected. Please use the stats button to review the playing history of players and select the record belonging to the player who has joined your club

Name	Stats	Select
Tom Ewart-Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Tom Ewart-Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
James Haile-Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Ben Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Berlin Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Hugo Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Jack Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Max Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>
Stephen Smith	<input type="button" value="Stats"/>	<input type="button" value="Select"/>

The selected record will be added to the member database. It will also remain on the previous club's database and it will be up to the club administrator from the former club to remove the record.

Repeat the selection exercise for all clubs that the player may have played for. When all selections have been made, match the records so only one remains.

Member Database More Filters

Search for In Role

6 records Search Download Members

Add New Member With This Role
Apply This Role To Other Members
Send Group Email
Remove Role

Name	ID	Email	Telephone	View	Player Stats	Email	Match	Edit Roles	Select All
Aiden Smith *	3658347	[Redacted]							<input type="checkbox"/>
Matt Smith	3779166	[Redacted]							<input type="checkbox"/>
Rob Smith *	3587544								<input type="checkbox"/>
Stephen Smith *	3296688	[Redacted]	[Redacted]						<input type="checkbox"/>
Stephen Smith *	1063359								<input type="checkbox"/>
Stephen Smith *	1726397								<input type="checkbox"/>

* = Unregistered User = Match User = Remove Role

If the player has not come from another Play-Cricket club, click the Add Member button to get the following screen:

Add New Member With 'Member Of The Website' Role Back

Please populate all details known, particularly date of birth if your player is aged under 16 years old

Title

First name *

Initials

Surname *

Email

Gender

Date of Birth

If your player is under 16 and you have entered their email address you must also enter their parent's details so that they can be copied on any communications

Parent's Name

Parent's Email

Save Cancel

Nominating a player to play in a league.

Once you have created the player as a member of your club on your play-cricket site, you will need to put them forward for league registration.

In the administration section of your Play-cricket site, go to Site Management>Members, then select Members Database.

Find the member on your list (or by using the search at the top)

If you find the same player listed more than once in your database, **match the player records before making the nomination**. See 'Duplicate Player Records' below.

We now need to edit the player's roles to register the player for the league. You must click on the "Hat" symbol - Edit Roles.

Member Database More Filters

Search for In Role

2 records Search Download Members

Add New Member With This Role Apply This Role To Other Members Send Group Email Remove Role

Name	ID	Email	Telephone	View	Player Stats	Email	Match	Edit Roles	Select All
Bilbo Baggins *	1858867	User-1858867@cobocco.com							<input type="checkbox"/>
Frodo Baggins *	3542763	User-3542763@cobocco.com							<input type="checkbox"/>

* = Unregistered User = Match User = Remove Role

Select the League Registered Players Tab – if you can't see this tab, it means that your league's division does not require player registration.

Roles for Bilbo Baggins Back

Web Roles Officials Squad Players **League Registered Players** Messaging Groups

Status	Start Date
Web Roles Member Of The Website <input type="text" value="Active"/> Registered (or linked) to the website in question.	19/02/2014

Save Cancel

Use this form to register your player.

Roles for Bilbo Baggins Back

Web Roles Officials Squad Players **League Registered Players** Messaging Groups

First name :: Bilbo
Surname :: Baggins
Gender :: Male
Date of Birth :: 31/01/1985
Email :: User-1858867@cobocco.com
Address :: 12 Tart Lane
Postcode :: T11 N11
Home Telephone ::
Work Telephone :: 01767 731566
Mobile Telephone ::
Place of birth :: United Kingdom
Date Last Entered :: UK

Current Registrations
Player categories are defined by each league and are entered as part of the nomination process

Name	Category	Status	Apply
Fred Basset League Registered Player			Apply
Steve's Six a Side League Registered Player			Apply

Other Registrations

Name	Club	Status
------	------	--------

Save Cancel

Check that the form is complete, filling in all missing information:

Required Information

- First Name
- Last Name
- Email Address (in case of queries)
- Date of Birth
- Address
- Postcode
- A contact telephone number (in case of queries)

Once you have done this, **click the Save button**. (otherwise your changes will be lost)

If you have not completed all the relevant sections, you will get a 'Please populate mandatory fields' error.

To register the player with a league:

On the right hand side, under Current Registrations, you will see the leagues available for registration.

Click on Apply for the relevant league.

Duplicate player records

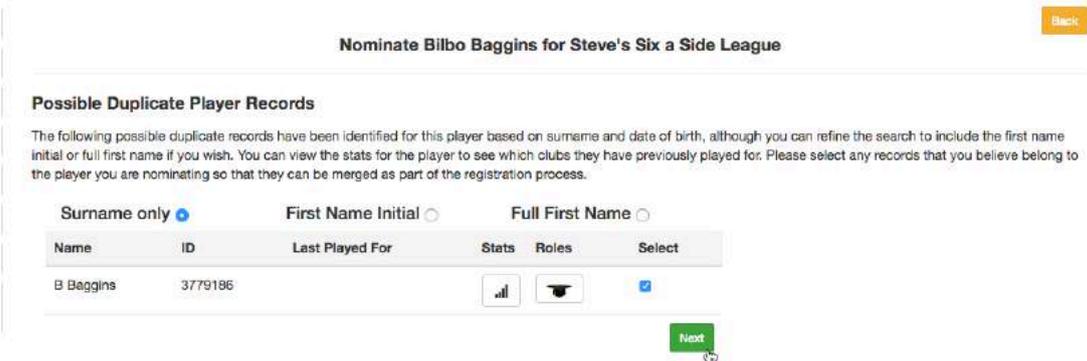
When a club or county board administrator nominates a player for league registration it is possible to identify duplicate player records from other sites and that these will form part of the nomination. These possible matches can then be actioned by the league or rejected as part of the nomination approval process.

Note: If there is a duplicate entry for a player on your club database you should resolve this by matching those players yourself. In the member database, select  to match the records.

The system will search for possible duplicate member records within the Play-Cricket database (this is system wide, not a specific site) based on a match of surname and date of birth.

The inclusion of the first letter of the first name means that a search on Richard Smith will not pick up Dick Smith, but it does mean that any possible matches displayed are likely to be relevant, so administrators should review them properly.

The next screen may show a list of possible duplicate records for the player that you have nominated based on **surname plus date of birth**; therefore records without a date of birth are unlikely to be found. The search may be refined to include a first name initial or the full first name. Click on the appropriate radio button to start the search.



The screenshot shows a web interface for nominating a player. At the top, it says "Nominate Bilbo Baggins for Steve's Six a Side League" with a "Back" button. Below this is a section titled "Possible Duplicate Player Records". A paragraph explains that possible duplicate records have been identified based on surname and date of birth, and that users can refine the search by including the first name initial or full first name. Below the text are three radio buttons: "Surname only" (selected), "First Name Initial", and "Full First Name". A table lists the results:

Name	ID	Last Played For	Stats	Roles	Select
B Baggins	3779186				<input checked="" type="checkbox"/>

At the bottom right of the table area is a green "Next" button.

If you see a possible match and the Last Played For field is empty, click on the Roles icon to see which club the player is associated with. Click the Stats icon to view the player's stats so that you can check his/her playing history for validity. Tick the Select checkbox to confirm the match and then click the Next button.

If there are no possible match details, click the Next button to continue.

The next screen gives you a chance to find possible duplicates from previous clubs/county boards/schools using the surname only to match. Thus, you may search for records where the surname matches, but there is no date of birth. Records where the surname has been misspelt will not be found.

[Back](#)

Nominate Bilbo Baggins for Steve's Six a Side League

Possible Duplicate Player Records

Selected Possible Matches

Selecting the remove option only removes the proposed match, not the player's record itself

Name	ID	Stats	Remove
B Baggins	3779186		

You can also search for possible duplicate records within a club, county board or school that your player previously played for

Club

Keyword

Enter part of Club name

Search

[Next](#)

Select either club or county board from the dropdown list then enter a club or county board name into the search box.

[Back](#)

Nominate Bilbo Baggins for Steve's Six a Side League

Steve's Club

The following possible matches based on surname have been found, although you can change the search to be based on date of birth if you suspect the name has been mis-spelt.

Please use the stats button to review the playing history of players and select any that you believe belong to the player that you are nominating. Having made your selections (if any) use the Next button to return to the list of possible matches and search for another club if desired

Surname
Date of Birth

Name	ID	Date of Birth	Stats	Select
Frodo Baggins	3542783	01/11/2000		<input type="checkbox"/>

[Next](#)

If more than one result is returned, select the desired club to initiate the search for duplicates.

If a match is found, check the stats to confirm that this is the same person before ticking the Select box.

In the example above, the match that has been found is not the same person so the Next button is selected.

If no matches are found, click Next to continue. Now, enter another club name and search again, or click Next to move on to the next step.

Player Categories

The ECB has guidelines for player categories and these may differ from league to league. The system caters for these variations.

[Back](#)

Nominate Bilbo Baggins for Steve's Six a Side League

Player Category *

Definition of Player Categories

Category 1	A player qualified to play for England under the current ECB regulations.
Category 2	Contracted Player :- A player (capped or uncapped) qualified to play for England under the current ECB regulations and, currently, under contract to a First-Class County Club or MCC Young Cricketers. For the purposes of clarification, a contracted player is one who has a current full playing contract, a summer contract or a development (scholarship) contract but not an Academy contract (16-19 years)
Category 3	Overseas Player - A player not qualified to play for England under the current ECB regulations and is not exempt.
Category 3 Exempt	This category is only available for selection by your league Overseas Player (exempt) - A player not qualified to play for England under current ECB regulations, who is ordinarily resident in this country, and has been resident in this country for a period of 18 consecutive months, prior to the date of request for registration, and has not been out of the country for more than 35 days, consecutively, or 70 days, in total, during the previous 24 months. Any remuneration received from playing cricket must not be the main source of his income.

Choose the most appropriate category from the drop-down list and click Next to continue to the next screen.

A standard nomination

[Back](#)

Nominate Bilbo Baggins for Steve's Six a Side League

Standard Nomination

By submitting this registration, I hereby confirm that:

- 1) The personal information I have given is correct.
- 2) I am a citizen of the European Community as defined in the current Steve's Six a Side League rules. (Not applicable to overseas (Category 3) players)
- 3) I have no outstanding financial or other obligations to nor am I under any current or pending disciplinary action from any club or body affiliated to the England and Wales Cricket Board.
- 4) I am not subject to any restrictions imposed by the ECB relating to their Child Welfare policy.
- 5) I have read and agree to abide by at all times the Rules and Code of Conduct of the Steve's Six a Side League and the ECB Code of Conduct and accept that proven breaches of these will lead to disciplinary action.
- 6) I accept that disciplinary actions taken by the Steve's Six a Side League may apply to all cricket played under the auspices of the ECB.
- 7) I understand that the information given on this form will be held electronically and may be disclosed to other appropriate cricket authorities as necessary.

For Overseas players (category 3) only:

- 1) I confirm that I have submitted my police clearance a completed overseas clearance form and a copy of my passport (together with a photograph) to ECB
- 2) I have completed a Good Practice Child Protection Course OR I am prepared to attend a 3 hour Good Practice Child protection Workshop arranged by DCEI before the end of May

NB It is the responsibility of the club to ensure that any player registered under Category 3 has entered into and remains in this country legally and that they and the player comply at all times with the conditions of the visa under which they have done
The club, in submitting this registration, should note:

- 1) It is an offence for a player to register for more than one club concurrently in the Steve's Six a Side League.
- 2) It is an offence for a player to play in the Steve's Six a Side League while also playing Saturday League cricket in another League.

The player has declared that all of the statements above are true

Is this player registering before the deadline for their Player Category?

yes no not applicable

Do you wish to supply further information with this player's nomination?

[Save](#) [Cancel](#)

Answer any questions set by the league and click the Save button.

The Roles page will appear showing the Player's registration is pending. If you have made a mistake, you may select Withdraw.

When you have completed these steps, the league will see the registration request and, if approved, the player will be eligible to play in the chosen league.

You can see your pending players in the administration section by clicking Members > Pending Player Nominations.

Objections and approvals

If another club has nominated a player for league registration, and that player is also a member of your club, you will see a notification on the Admin Home page to this effect.

Admin Home

Your Actions

Item	Number	View
Member of the Website	1	
Missing or Incomplete Results	4	
Nominations involving your players	1	
Questionnaires	1	
Scorecard contains Unsure entries for players	2	
Scorecard Missing Scorers	3	

NCPS2017

[Read more](#)

Current Not

[Release notes](#)

There was a release

Select the icon to view the nomination(s).

Nominations involving your players

Nomination Date	Name	ID	Nominating Club	League	View	Agree	Object
14/12/2017	Bilbo Baggins	1856867	Anna's Test Site	Steve's Six a Side League			

If the nomination does not contain any proposals for matching player records you can agree or object to the nomination from this screen, or view the detail and then decide.

If the nomination contains proposed matches then view the record and agree or object to each match before then deciding whether you agree or object to the nomination itself.

Click the View or Result of Match icons to see the details before selecting Agree or Object to alert the league administrator to any concerns regarding the proposed match.

Bilbo Baggins

As part of their league nomination Anna's Test Site have proposed the match of their player record against your player record below. Please review the details of your player and the record that will result from the match before deciding whether you agree with the proposed match or wish to object as you believe that the records are for different players.

If you agree to the match you will still have the opportunity to review and if necessary object to the league nomination.

Name	ID	View	Result of Match	Agree	Object
B Baggins	3779186			<input checked="" type="checkbox"/>	<input type="checkbox"/>

In this example, I have selected the Object option to the proposed match and have given a reason.

Objection to Proposed Match

Player: B Baggins
Proposed By: Anna's Test Site

Please enter the reason you wish to object to the proposed match of this player. This will be visible to all clubs and leagues associated with this nomination. Your name and club will be automatically added when you save

This is Bilbo's twin brother Bodger!

Save Cancel

If you raise an objection, or another club's administrator has raised an objection to a match that *you* have proposed, the club administrator who proposed the match will get a notification on the Admin Home page.

Admin Home

Your Actions		
Item	Number	View
Match Officials in Scorecards Requiring Attention	4	🔍
Member of the Website	2	🔍
Missing or Incomplete Results	10	🔍
Nominations involving your players	1	🔍
Objections to Proposed Matches	1	🔍
Pending Photos	3	🔍
Pending Postings	1	🔍
Questionnaires	1	🔍
Scorecard contains Unsure entries for players	1	🔍



NCPS2017

Read more

Current Notices

[Release notes](#)
There was a release made
30th Jun 2017

[Two docs](#)
Two documents attached

View the details to see that you can email the person who objected to the proposed match, withdraw the proposed match, or leave the nomination in place for the league to decide.

Having looked at the objection, the administrator can opt to withdraw the proposed match since it is a mistake. Selecting the Remove button gives the following confirmation message below. Click OK to continue and the league administrator will not see this proposed player match during the registration process.

You can now agree or object to the registration of the player to the league. If you do not respond, your league may well assume that you have no objection to the registration.

Player Transfers

In this example, a player already registered with a league has applied to play for another club in the same league. A club administrator created the player's record.

Roles for Jim Kirk Back

Web Roles Officials Squad Players **League Registered Players** Messaging Groups

First name: Jim
Surname: Kirk
Gender: Male
Date of Birth: 01/01/1989
Email:
Address: ECB Offices
Address2:
Address3:

Current Registrations
Player categories are defined by each league and are entered as part of the nomination process

Name	Category	Status	Apply
Steve's Six a Side League Registered Player			<input checked="" type="checkbox"/> Apply

Other Registrations

League	Club	Status
No records found!		

As before, there is a check for duplicate records and one has been found. Tick the check box to acknowledge the match of the duplicate record and then click the Next button.

Nominate Jim Kirk for Steve's Six a Side League Back

Possible Duplicate Player Records

The following possible duplicate records have been identified for this player based on surname and date of birth, although you can refine the search to include the first name initial or full first name if you wish. You can view the stats for the player to see which clubs they have previously played for. Please select any records that you believe belong to the player you are nominating so that they can be merged as part of the registration process.

Surname only First Name Initial Full First Name

Name	ID	Last Played For	Stats	Roles	Select
James Tiberius Kirk	282727	Anna's Test Site			<input checked="" type="checkbox"/>

You can search for more duplicate records or click the Next button to move to the next step.

[Back](#)

Nominate Jim Kirk for Steve's Six a Side League

Possible Duplicate Player Records

Selected Possible Matches

Selecting the remove option only removes the proposed match, not the player's record itself

Name	ID	Stats	Remove
James Tiberius Kirk	262727		

You can also search for possible duplicate records within a club, county board or school that your player previously played for

Club: Keyword: [Search](#)

[Next](#)

Now complete the player category field.

[Back](#)

Nominate Jim Kirk for Steve's Six a Side League

Player Category * [Next](#)

Definition of Player Categories

Category 1	A player qualified to play for England under the current ECB regulations.
Category 2	Contracted Player :- A player (capped or uncapped) qualified to play for England under the current ECB regulations and, currently, under contract to a First-Class County Club or MCC Young Cricketers. For the purposes of clarification, a contracted player is one who has a current full playing contract, a summer contract or a development (scholarship) contract but not an Academy contract (16-19 years)
Category 3	Overseas Player - A player not qualified to play for England under the current ECB regulations and is not exempt.
Category 3 Exempt	This category is only available for selection by your league Overseas Player (exempt) - A player not qualified to play for England under current ECB regulations, who is ordinarily resident in this country, and has been resident in this country for a period of 18 consecutive months, prior to the date of request for registration, and has not been out of the country for more than 35 days, consecutively, or 70 days, in total, during the previous 24 months. Any remuneration received from playing cricket must not be the main source of his income.

Using the data supplied, the system detects that the player is already registered to the league with another club and indicates that the nomination is to be treated as a player transfer. If you do not agree, then you must uncheck the tick box before clicking the Next button.

[Back](#)

Nominate Jim Kirk for Steve's Six a Side League

Player Transfers

Based on the player you are nominating and possible duplicate records selected, the player has the following active league registrations. If the player already has a registration within the league you are applying to it it will have been pre-selected as a player transfer unless you select otherwise. Please select any other existing registrations which should be regarded as a player transfer as part of this nomination

Name	ID	Club	League	Player Transfer
Jim Kirk	4040627			
James Tiberius Kirk	292727	Anna's Test Site	Steve's Six a Side League	<input checked="" type="checkbox"/>

[Next](#)

If you left the Player Transfer box ticked, the next screen will be a questionnaire from the league regarding the transfer as below. Otherwise, it will be a standard nomination.

NOMINATE

Nominate Jim Kirk for Steve's Six a Side League

Player Transfer

Is this player registering before the transfer deadline?

yes no not applicable

Is the receiving club for this transfer exceeding their inward transfer limit?

yes no

Is this player eligible to be transferred?

yes no

Is this player on a debtors list?

yes no

Is this player on a child welfare list?

yes no

Is this player currently on the Disciplinary List?

yes no

Has the player been released by their previous club?

yes no

Do you wish to supply further information with this player's nomination?

If you unticked the Player Transfer box, then use the form to record why. The league will still be able to see the records and if there is no good reason to ignore, may well return the registration to you.

When you have completed and saved the details, the league site will be notified.

Note that if the transfer involves two leagues, the current league that the player is registered with will receive a notification as an interested party.

Before submitting a transfer, make yourself aware of your league's regulations, as these will differ from league to league. The system will not prevent a transfer request that is after a deadline or breaks some other league's rules, as programming in every specific instance is impossible. However your league may decline the transfer, that being up to their process.