# How to Register a Player with a League on Play-Cricket

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# 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' link 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.
- 4. Once in the Admin Section go to Day to Day and select the Members link in the menu on the left-hand side.

5. 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.

|                          |         |                          |                          |        |                        |               |          | N     | lore Filter |
|--------------------------|---------|--------------------------|--------------------------|--------|------------------------|---------------|----------|-------|-------------|
| Search for               |         | In Sumame                | \$                       |        | Role Member O          | f The Websiti | 9        |       | \$          |
| 95 records               |         |                          | C Search Download Member | rs     |                        |               |          |       |             |
|                          |         |                          | ☆ Add New Member         | * Appl | y This Role To Other N | lembers       | Remove B | oie   | Ø Email     |
|                          | ID      | Email                    | Telephone                | View   | Player Stats           | Email         | Match    | Edit  |             |
| Name                     | -       |                          |                          |        |                        |               |          | Roles | All         |
| Name<br>Grizzley Adams * | 3564700 | User-3564700@cobooco.com |                          | ٩      | al                     | ۵             | ø        | Roles | All         |

- 6. To create a new member, you must click on the 'Add New Member' button.
- 7. 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<br>Please select your playe | r<br>er's record from th | neir previous c  | club or county board team    | as this will help the | em maintain their st | tatistics in one p | lace. | Eleck |
|--|--------------------------|------------------|------------------------------|-----------------------|----------------------|--------------------|-------|-------|
| Player's Surname                           |                          |                  |                              |                       |                      |                    |       |       |
| Туре                                       | Club                     | \$               | Keyword *                    |                       | Search               |                    |       |       |
|  |                          |                  |                              |                       |                      |                    |       |       |
| Alternatively if this is the               | eir first time playin    | ig for a team li | inked to a Play-Cricket site | you can create a      | new record for then  | m                  |       |       |
| Add Member                                 |                          |                  |                              |                       |                      |                    |       |       |

#### Member registered with another club

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 Membe                  | r                            |                        |                                 |                              |                  | Васк |
|--------------------------------|------------------------------|------------------------|---------------------------------|------------------------------|------------------|------|
| Please select your playe       | er's record from their prev  | ious club or county t  | board team as this will help th | ern maintain their statistic | cs in one place. |      |
| Player's Surname               | blackadder                   |                        |                                 |                              |                  |      |
| Туре                           | Club                         | * Keyword *            | anna                            | Search                       |                  |      |
| - Alternatively Millele to the | ok fint time alaulan for a i | town lielond to a Disc | Cilclet ella ven ana creata a   | Co                           |                  |      |
| Alternatively if this is the   | eir nist time playing for a  | team linked to a may   | -Oncket site you can create a   | new record for them          |                  |      |
| Add Member                     |                              |                        |                                 |                              |                  |      |
|                                |                              |                        |                                 |                              |                  |      |

In this example I have chosen to search a club site.

| A                      | dd New Member |              |        |
|------------------------|---------------|--------------|--------|
|                        | Select a Club |              |        |
| Keyword *              | Anna          | Search       |        |
| Club                   | С             | ounty        | Select |
| Anna's Test Site       | Н             | ertfordshire | 13     |
| Middlesex Gymkhanna CC | N             | iddlesex     | ю      |
| Pannal Ash CC          | Y             | orkshire     | цС     |
| Pannal CC              | Y             | orkshire     | du du  |

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

| Add New Member  |  |                                | 5   | sck |
|---|--|--------------------------------|---|-----|
|   | Anna's Tes   | t Site                         |   |     |
| The following possible matches bas<br>player who has joined your club | ed on sumame have been found in the site you selected. Please use th | e stats button to review the p | playing history of players and select the record belonging to t | he  |
|   | Name   | Stats                          | Select  |     |
|   | Edmund Blackadder  | h.                             | C.  |     |

To comply with GDPR, a request for permission to access the record will be generated by Play-Cricket. For a temporary member record this will be via a workflow item in the club's site, for registered users an email to the player with a link.

| mber D | atabas  | ie         |           |      |              |               |       |            |                | More Filte |
|--------|---------|------------|-----------|------|--------------|---------------|-------|------------|----------------|------------|
| Sea    | rch for | blackadder |           | In   | Sumame       | \$            | Role  | All        |                | \$         |
|        |         |            |           |      | Q. Search    | Download Memi | bers  |            |                |            |
|        |         |            |           |      |              |               |       | *          | Add New Member | 🖾 Emai     |
|        |         |            |           |      |              |               |       |            |                | 4):<br>-   |
|        | 10      | Emoil      | Talanhana | View | Player State | Email         | Match | Edit Boles | Select All     | (C)        |

" = Unregistered User  $\mathcal{O}$  = Match User

## Request 'temporary' member record

The requesting club's workflow will look like this:

| Item  | Number | View |
|---|--------|------|
| League Order Form                                 | 7      | Q    |
| Match Officials in Scorecards Requiring Attention | 24     | Q    |
| Missing or Incomplete Results                     | 6      | Q    |
| Player record request authorized                  | 2      | Q    |
| Player record request awaiting response           | 2      | Q    |
| Questionnaires                                    | 4      | Q    |
| Rejected nomination                               | 1      | Q    |

#### Click the View icon to see the detail:

#### Requests for Player Records Awaiting Response

| The following requests for<br>registered users you can | ir access to a player's existing record have<br>resend the email requesting access | e not been responded to. Either create | a new record for the player or close the | he request if this is no longer requ | Beck Beck |
|--|--|--|--|--------------------------------------|-----------|
| Request Date   | Player   | Request From                           | Resend Request                           | Add Member                           | Close     |
| 18/01/2019   | Edmund Blackadder  | Anna's Test Site                       |  | ÷                                    | ×         |
| 18/01/2019   | Bertie Bassett   | Anna's Test Site                       |  | +                                    | ×         |

The request to access the player's record will appear in the former club site's workflow:

| tem                              | Number | View   |
|----------------------------------|--------|--------|
| dministrators requiring review   | 15     | Q      |
| eague Invoice                    | 1      | Q      |
| _eague Order Form                | 6      | Q      |
| eague Order Form                 | 0      | 4      |
|                                  |        | -      |
| ejected nomination               | 1      | Q      |
| equest to access player's record | 1      | ସ୍ ପ୍ର |

#### Admin Home

Admin Home

When the former club's administrator views the request, it will be similar to the following example:

| ne institutions t | below have requested access to | your player's records so th | at they can add them to the | ir members database. |                     |           |        |
|-------------------|--------------------------------|-----------------------------|-----------------------------|----------------------|---------------------|-----------|--------|
| Date              | Player                         | Request From                | Administrator               | Player Details       | Email Administrator | Authorise | Reject |
| 8/01/2019         | Edmund Blackadder              | Steve's Club                | Anna - Helpdesk             | 0                    |                     |           |        |

The club administrator may authorise access or reject the request. He also has the option to email you for further details.

In the example below, the club administrator is going to authorise access but retain the player's details at his club – none of the check boxes have been ticked.

A club administrator may choose to retain the player's Member of Website role but remove other roles for him by ticking the appropriate boxes.

#### Authorize Access Request

| tole                  | Status | Select for Removal All |  |
|-----------------------|--------|------------------------|--|
| Member Of The Website | Active | 0                      |  |
| Under 13 Squad Player | Active | 0                      |  |

When authorised, you will get a notification in the administrator's workflow as below:

| tem   | Number | View |
|---|--------|------|
| eague Order Form                                  | 7      | Q    |
| Match Officials in Scorecards Requiring Attention | 24     | Q    |
| Missing or Incomplete Results                     | 6      | Q    |
| Player record request authorized                  | 3      | Q    |
| Questionnaires                                    | 4      | Q    |
| ejected nomination                                | 1      | Q    |

#### Admin Home

Click the 'View' icon and you will have the option to match the player record with an existing one or edit the role for him.

|  | Authorized Requests for Pla  | yer Records                                |                              |
|--|--|--|------------------------------|
| Add roles to add the player's record to your<br>request and remove it from your workflow | members database. If you have already created a record for the player, p | lease select match to combine the records. | Either action will close the |
| Player   | Requested From   | Match                                      | Roles                        |
| Edmund Blackadder  | Anna's Test Site   | S  | T                            |
| Bill Boggle  | Chingford Quackers CC  | o  | T                            |

# Here, the role is being edited to activate the player as a member of the website.

Anna's Test Site

|                    | Status                                   | Start I   |
|--------------------|--|---|
| Site Roles         |  |   |
| Member Of The Webs | te Activate                              | website in question.  |
| Administrator Role | Select either a mai<br>menu and workflov | a dministrator role which provides access to al<br>witems or a customized role defined in the site st |

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.

Bertie Bassett

Roles for Edmund Blackadder

Ŧ

Back

S

If a club administrator rejects your request to access the player record, the notification will appear in the Admin workflow:

| tem   | Number | View |
|---|--------|------|
| eague Order Form                                  | 7      | Q    |
| Match Officials in Scorecards Requiring Attention | 24     | Q    |
| Missing or Incomplete Results                     | 6      | Q    |
| Nominations involving your players                | 1      | Q    |
| Player record request authorized                  | 2      | Q    |
| Player record request rejected                    | 1      | 0    |
| Questionnaires                                    | 4      | Q    |
| Rejected nomination                               | 1      | Q    |

# Admin Home

When you view the reason for the rejection, you will get an option to add the new record. Selecting this option will take you to the Add New Member screen.

# **Rejected Requests for Player Records**

| The following required | equests for access to a | player's existing record have been rejected. Either create a new record for the player or close the | request if this is no longer | Back  |
|------------------------|-------------------------|---|------------------------------|-------|
| Player                 | Request From            | Reason  | Add Member                   | Close |
| John Baker             | Anna's Test Site        | I think that you have the wrong club - John Baker has no intention of moving clubs.                 | +                            | ×     |

#### Request Play-Cricket registered member's record

#### Adult Player

In the example below, the member record that has been requested from another club is registered with Play-Cricket. i.e. the player, not an administrator, created the record.

| Add New Member   |   |                                |  | Back    |
|--|---|--------------------------------|--|---------|
|  | Stev  | /e's Club                      |  |         |
| The following possible matches<br>record belonging to the player | based on surname have been found in the site you who has joined your club | selected. Please use the stats | button to review the playing history of players and sele | ict the |
|  |   |                                |  |         |
|  | Name  | Stats                          | Select   |         |
|  | Minnie Mann   | lin.                           |  |         |

You should receive a message indicating that a request has been sent to the user requesting access to their record.

| iber Data  | oase |    |           |               |          |                        |               | More Filte |
|------------|------|----|-----------|---------------|----------|------------------------|---------------|------------|
| Search for | mann | In | Surname   | \$            | Role     | Member Of The V        | Vebsite       | ÷          |
|            |      |    | Q, Search | Download Memb | bers     |                        |               |            |
|            |      |    |           | T Add N       | w Member | * Apply This Bole To ( | Other Members | Ti Fenali  |

\* = Unregistered User  $\mathcal{O}$  = Match User

Here is a sample e-mail issued to an adult player:

| Dear Minnie,   |  |
|--|--|
| In order to a<br>access your                         | dd you to our membership list, we require your authorization to existing Play Cricket record.  |
| Please click   | here to authorize the request.   |
|  | Authorize  |
| If you believe<br>the details b<br>the request o     | e this request has been made in error, please contact me using<br>elow or the Play-Cricket helpdesk. Alternatively you can reject<br>using the link below. |
|  | Reject   |
| Kind Regard<br><b>Anna - Help</b> a<br>Anna's Test S | s,<br><b>desk</b><br>ite Website Administrator.  |

The person now has the option to 'Authorise' or 'Reject' the request.

#### Registered Player Under 16 Years Old

In this example the search is for a record belonging to a junior player who has been registered with Play-Cricket:

| Add New Member  |  |  |                                    | Back                                  |
|---|--|--|------------------------------------|---------------------------------------|
|   |  | Nick's Test Site                             |                                    |                                       |
| The following possible ma<br>record belonging to the pl | atches based on surname have been fo<br>layer who has joined your club | ound in the site you selected. Please use th | he stats button to review the play | ing history of players and select the |
|   |  |  |                                    |                                       |
|   | Name   | Stats  | Select                             |                                       |
|   | Alf Hoad   | al   | -80                                |                                       |
|   |  |  | _                                  |                                       |

In this case an e-mail will be sent to the child's parent(s) requesting authorisation to access the record.

| ember Datal | base |    |          |                  |      |     | More Filte |
|-------------|------|----|----------|------------------|------|-----|------------|
| Search for  | hoad | In | Sumame   | ¢                | Role | All |            |
| 2 records   |      |    | Q Search | Download Members |      |     |            |

You will receive notifications of authorisation or rejection in the Admin workflow as before.

Here is a sample e-mail to the parent(s):

|   | bad Light Stopped Play-Citcket: view in browser here  |
|---|---|
|   | PLAY-CRICKET  |
|   |   |
| Dear Anna                                 |   |
| In order to<br>to access t                | add Alf Hoad to our membership list, we require your authorization their existing Play Cricket record.  |
| Please clic                               | k here to authorize the request.  |
|   | Authorize   |
| If you belie<br>the details<br>the reques | eve this request has been made in error, please contact me using<br>below or the Play-Cricket helpdesk. Alternatively you can reject<br>t using the link below. |
|   | Reject  |
| Kind Reaa                                 | rds,  |
| Anna - Hel                                | pdesk   |
| Steve's Clu                               | b Website Administrator.  |
| Website                                   |   |
| F   |   |

One of the parents needs to authorise access for the child's record.

If one parent authorises and the second tries again, he/she will get a message that the request has already been processed.

If the request is rejected, a notification will appear in the Admin workflow.

| Item   | Number | View | Cur                        |
|--|--------|------|----------------------------|
| Administrators requiring review                                | 15     | Q    | -                          |
| Norninduons involving your picyers                             |        | 4    | 25th J                     |
| Nominations waiting for parental consent                       | 2      | Q    | Play-                      |
|  | 1      | Q    | 3 pdf                      |
| Pending Postings   | 1      |      |                            |
| Pending Postings Player record request rejected                | 1      | Q    | 25th Ju                    |
| Pending Postings Player record request rejected Questionnaires | 1      | 0 Do | 25th Ju<br>Play-0<br>Apolo |

# Admin Home

View the notification and close the notice or add the new player as required.

# **Rejected Requests for Player Records**

| The following requests for a<br>required | access to a player's existing record have bee | en rejected. Either create a new re | ecord for the player or close the reque | st if this is no longer Back |
|--|---|-------------------------------------|---|------------------------------|
| Player                                   | Request From                                  | Reason                              | Add Member                              | Close                        |
| Minnie Mann                              | Minnie Mann                                   |                                     | +                                       | ×                            |

If the request is accepted, a notification will appear as below:

| Item  | Number           | View          | Curr                              |
|---|------------------|---------------|-----------------------------------|
| Administrators requiring review   | 15               | Q             |                                   |
|   |                  |               |                                   |
| Pending Postings  | 1                | હ             |                                   |
| Pending Postings<br>Player record request authorized  | 1                | <u>अ</u>      | 25th Ju                           |
| Pending Postings<br>Player record request authorized<br>Questionnaires                        | 1<br>1<br>5      | <u>उ</u> 💓 र् | 25th Ju<br>Play-C                 |
| Pending Postings<br>Player record request authorized<br>Questionnaires<br>Rejected nomination | 1<br>1<br>5<br>1 | 3 OF) O       | 25th Ju<br>Play-C<br>Apolog<br>21 |

# Admin Home

View the record and either match it to an existing record or edit the new member's roles.

# Authorized Requests for Player Records

| Add roles to add the player's record to your men<br>action will close the request and remove it from y | nbers database. If you have already created a record for the playe<br>rour workflow | r, please select match to comb | bine the records. Either Back |
|--|---|--------------------------------|-------------------------------|
| Player   | Requested From  | Match                          | Roles                         |
| Minnie Mann  | Minnie Mann   | C                              | -                             |

#### Player has not played with another club

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

| ease 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  |   |    |
| bate of birth  |   |    |
| Display Name<br>If a name is entered here, it will be displaye   | d in scorecards, statistics, scoring apps etc instead of the players' real name. It should<br>rs with the same name at a club, or for safeguarding reasons. Please refrain from using<br>will be removed. | it |
| to enter inappropriate nicknames as these First Name   |   |    |
| First Name   |   |    |
| to enter inappropriate nicknames as these First Name Last Name If your player is under 16 and you have enter be copied on any communications               | red their email address you must also enter at least one parent's details so that they ca   | an |
| to enter inappropriate nicknames as these First Name Last Name If your player is under 16 and you have enter be copied on any communications Parent's Name | red their email address you must also enter at least one parent's details so that they ca   | an |

Complete the details and include an email address for at least one parent if the player is under 16 years old.

The player's real name will appear on the Administrator's member database, a nomination and league view of a registered player.

If present, the Display Name will appear on all other screens (public and administrator view), reports and downloads.

APIs will also use the display name, so this will be fed into the scoring apps.

On the next screen, activate the Member of Website role if that is required. If this is not activated, the member will not appear in your database.

**Roles for Henry Hooray** 

|          |              | Statue                       |                                       | Start Data |  |
|----------|--------------|------------------------------|---------------------------------------|------------|--|
|          |              | Status                       |                                       | Start Date |  |
| Neb Role | es           |                              |                                       |            |  |
| Member O | f The Websit | te Activate<br>Registered (c | r linked) to the website in question. |            |  |

# Nominating a player to play in a league.

Once you have created the player as a member of your club's Play-Cricket site, you will need to put them forward for league registration.

In the administration section of your Play-cricket site, go to Day to Day>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.

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.

| Search for | black |    | In    | Surname     | ¢            | Role         | All       |          |               | Ŷ           |
|------------|-------|----|-------|-------------|--------------|--------------|-----------|----------|---------------|-------------|
| 1 record   |       |    |       | Q Search Do | wnicad Membe | irs          |           |          |               |             |
|            |       |    |       |             |              | 🛧 Add N      | ew Member | Remove R | ole           | 🗹 Email     |
| Name       |       | ID | Email | Telephone   | View         | Player Stats | Email     | Match    | Edit<br>Roles | Sele<br>All |
|            |       |    |       |             |              |              |           |          |               |             |

\* = Unregistered User  $\mathcal{G}$  = Match User

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.

If you believe that registration is required, then make contact with the administrator of the league for advice.

| Roles Officials S    | Gouad Players League Registere                                      | d Players Messaging Groups   |  |
|----------------------|---|--|--|
|                      | Status  | Start Date   |  |
| ite Roles            |   |  |  |
| ember Of The Website | Active \$<br>Registered (or linked) to the websit                   | 21/01/2019<br>e in question.   |  |
| dministrator Role    | Select either a main administrator menu and workflow items or a cus | ole which provides access to all<br>omized role defined in the site set up |  |

Use this form to register your player. (*Registrations of junior players have been dealt with in a separate document – Nominations of Junior Players to Leagues*)

| eb Roles Officials S | equad Players         | League Registered | Players | Messaging Groups                            |                              |                  |                |
|----------------------|-----------------------|-------------------|---------|---|------------------------------|------------------|----------------|
| First name*          | Edmund                |                   |         | Current Registra                            | ations                       |                  |                |
| Surname *            | Blackadder            |                   |         | Player categories are<br>nomination process | defined by each league ar    | nd are entered a | as part of the |
| Gender               | Male                  | Å<br>V            |         | Name  |                              | Category         | Status Apply   |
| Date of Birth *      | 01/08/1996            |                   |         | Steve's Six a Side Le                       | ague Registered Player       |                  | Apply          |
| Email                | eblackadder@          | home.com          |         | Other Registrati                            | ons                          |                  |                |
| Address*             | 12 Zig Zag La         | ne                |         | League                                      | Club                         | Status           |                |
| Address2             |                       |                   |         | No records found!                           |                              |                  |                |
| Address3             |                       |                   |         |   |                              |                  |                |
| Town/City            | Radlett               |                   |         |   | Update Photo                 |                  |                |
| County               | Hertfordshire         | \$                |         |   |                              |                  |                |
| Postcr de *          | a and a second second |                   |         | Current picture                             | and the second second second | Ann              |                |
| Passport / Visa Type | British passpor       | rt holder 🗘       |         | Explanation                                 |                              |                  |                |
| Place of birth       |                       | \$                |         |   |                              |                  |                |
| Date Last Entered UK |                       | 莆                 |         |   |                              |                  | 10             |

Check that the form is complete, filling in all missing information: Required Information: First Name Last Name Date of Birth Address

If the league has requested that you supply a player photo, you will not be able to apply for registration until this has been done.

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.

Postcode

To register the player with a league:

On the right-hand side, under Current Registrations, you will see the leagues available for registration. Click the Apply link for the relevant league

#### Player Categories

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

| Player Category *  | Next   |
|--------------------|--|
| Definition of Play | er Categories 3  |
| 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<br>under the current ECB regulations and, currently, under contract to a First-Class<br>County Club or MCC Young Cricketers. For the purposes of clarification, a<br>contracted player is one who has a current full playing contract, a summer contract<br>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  |
|                    | 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

Here is an example of a set of questions set by a league. They may vary depending on the league.

| Nominate Edmund Blackadder for Steve's Six a Side League  |
|---|
| Standard Nomination   |
| By submitting this registration on behalf of the club, I hereby confirm that the player has declared that all of the statements below are true:   |
| 1 The personal information I have given is correct  |
| 2 I am a citizen of the European Community as defined in the current Cricket 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 Cricket League and the ECB Code of Conduct and accept that proven breaches of these will lead to<br>disciplinary action |
| 6 Laccept that disciplinary actions taken by the Cricket 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 the Cricket Board 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 so   |
| 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 Cricket League, other than those in the Under 16 age group and below and those over the age of 50                      |
| 2 It is an offence for a player to play in the Cricket Laague while also playing Saturday League cricket in another League.   |
| I confirm   |
| Do you wish to supply further information with this player's nomination?  |
|   |
|   |

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

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

|                        | auder        |                           |   |                            |                        |         |
|------------------------|--------------|---------------------------|---|----------------------------|------------------------|---------|
| leb Roles Officials So | quad Players | League Registered Players | Messaging Groups                            |                            |                        |         |
| First name *           | Edmund       |                           | Current Regist                              | rations                    |                        |         |
| Surname *              | Blackadder   |                           | Player categories are<br>nomination process | e defined by each league a | nd are entered as part | of the  |
| Gender                 | Male         | \$                        | Name  |                            | Category Status        | Apply   |
| Date of Birth *        | 01/08/1996   | i                         | Steve's Six a Side L                        | eague Registered Player    | 1 Pending              | Withdra |
| Email                  | eblackadder  | ∳home.com                 | Other Registrat                             | tions                      |                        |         |
|                        | 10 71- 7 1   |                           | League                                      | Club                       | Status                 |         |

Save Cancel

1

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 > 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.

| Item  | Number | View | Currer                    |
|---|--------|------|---------------------------|
| Administrators requiring review                   | 15     | Q    |                           |
| League Invoice                                    | 1      | Q    | Play-Cric<br>Please se    |
| League Order Form                                 | 6      | Q    | 1 10400 00                |
| Match Officials in Scorecards Requiring Attention | 28     | Q    | 28th Jun 20<br>Play Crick |
| Missing or Incomplete Results                     | 16     | Q    | 16th May                  |
| Nominations involving your players                | 2      | Q    | 25th Jun 20               |
| Nominations waiting for parental consent          | 2      | Q    | Play-Cric                 |
| Pending Postings                                  | 1      | ত্   | 3 pdf files               |
| Questionnaires                                    | 5      | Q    | 25th Jun 20               |

# Admin Home

Select the icon to view the nomination(s).

| Nominations involving your players |                     |         |                  |                           |          |       |        |
|------------------------------------|---------------------|---------|------------------|---------------------------|----------|-------|--------|
| Nomination Date                    | Name                | ID      | Nominating Club  | League                    | View     | Agree | Object |
| 21/01/2019                         | James Tiberius Kirk | 4040827 | Anna's Test Site | Steve's Six a Side League | ୁ<br>୧୨୦ | -     | ×      |

Click the View icon to see the details before selecting Agree or Object to alert the league administrator to any concerns regarding the nomination.

# In this screen shot, I have selected the Object option:

| Player:                           | James Tiberius Kirk              |  |
|-----------------------------------|----------------------------------|--|
| Nominated By:                     | Anna's Test Site                 |  |
| League: Steve's Six a Side League |                                  |  |
| name and club will be a           | utomatically added when you save |  |

Enter a reason for the objection and Save the screen.

Objections to nominations will appear in the Admin workflow.

| Item  | Number | View | C    |
|---|--------|------|------|
| League Order Form                                 | 4      | Q    |      |
| Match Officials in Scorecards Requiring Attention | 13     | Q    | Pla  |
| Member of the Website                             | 3      | Q    | 00#  |
| Missing or Incomplete Results                     | 9      | Q    | Pla  |
| Objections to Nominations                         | 1      | 0    | 16t  |
| Questionnaires                                    | 4      | Q    | 25th |
| Rejected nomination                               | 1      | Q    | Pla  |

View the details of an objection to a nomination to see the available actions - you can email the person who objected to the nomination or withdraw the nomination:

|                             | Ob                                     | jection to Nominations |
|-----------------------------|--|------------------------|
| Player:                     | Bilbo Baggins                          |                        |
| Nominated to:               | Steve's Six a Side League              |                        |
| Objections:                 |  |                        |
| 22/01/2019 17:00            | Anna - Helpdesk                        | Anna's Test Site       |
| Possible Actions:           |  |                        |
| You can send an email to    | the person objecting to the nomination |                        |
| You can withdraw the no     | mination Withdraw                      |                        |
| Tou suit thing art store no |  |                        |

# Admin Home

You may also opt to do nothing and leave the league administrator to make the decision.

# **Player Transfers**

In this example, a player already registered with a league has applied to play for another club in the same league. In this example, the record is a 'temporary' one i.e. it was created by a club administrator.

| les for James Tiberius         | s Kirk         |                                   |   |                              |              | Be    |
|--------------------------------|----------------|-----------------------------------|---|------------------------------|--------------|-------|
| Web Roles Officials S          | Squad Players  | League Registered Players         | Messaging Groups  |                              |              |       |
| First name *                   | James Tiberiu  |                                   | Current Registrations                                     |                              |              |       |
| Surname *                      | Kirk           |                                   | Player categories are defined by ea<br>nomination process | ach league and are entered a | s part of th | le    |
| Gender                         | Male           | \$                                | Name  | Categor                      | y Status     | Apply |
|                                | -              |                                   | Steve's Six a Side League Registe                         | ered Player                  |              | Apply |
| Date of Birth *                |                |                                   | National Disabled Cricket League                          | Registered Player            |              | Apply |
| Email User-4040827@cobooco.com |                | Anything But Collies Registered P | Player  |                              | Apply        |       |
| Address *                      | ECB Offices    |                                   | Other Registrations                                       |                              |              |       |
| Address2                       | Lord's Cricket | Ground                            | League  | Club                         | Status       |       |
| Address3                       | St John's Woo  | bd                                | Steve's Six a Side League                                 | Steve's Club                 | Active       |       |

# Now complete the player category field.

| Player Category *  | 1 ≑ Next  |  |  |  |  |
|--------------------|---|--|--|--|--|
| Definition of Play | er 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<br>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  |  |  |  |  |

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.

|   | Nomina   | ate James Tiberius   | Kirk for Steve's Six a Side League  |  |
|---|--|--|---|--|
| Player Transfers  |  |  |   |  |
|   |  |  |   |  |
| Based on the player you are not<br>within the league you are apply<br>be regarded as a player transfer        | minating and possible du<br>ng to it it will have been p<br>r as part of this nomination       | plicate records selected, th<br>ire-selected as a player tra<br>n        | e player has the following active league registra<br>nsfer unless you select otherwise. Please select           | ations. If the player already has a registration<br>t any other existing registrations which sho                   |
| Based on the player you are no<br>within the league you are apply<br>be regarded as a player transfer<br>Name | minating and possible du<br>ng to it it will have been p<br>r as part of this nomination<br>ID | plicate records selected, th<br>re-selected as a player tra<br>n<br>Club | e player has the following active league registra<br>nsfer unless you select otherwise. Please select<br>League | titions. If the player already has a registrati<br>t any other existing registrations which sho<br>Player Transfer |

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 James Tiberius Kirk for Steve's Six a Side League |  |
|--------------|------------------|--|--|
| Player Tra   | ansfer           |  |  |
| Is this play | er eligible to l | be transferred?  |  |
| yes 🗿        | no O             |  |  |
| Is this play | er registering   | g before the transfer deadline?                            |  |
| yes 🗿        | no O             | not applicable   |  |
| Is this play | er on a child    | welfare list?  |  |
| yes 〇        | no 🗿             |  |  |
| Is this play | er on a debto    | ors list?  |  |
| yes O        | no 🗿             |  |  |
| Is this play | er currently o   | on the Disciplinary List?                                  |  |
| yes O        | no 🗿             |  |  |
| Has the pla  | ayer been rele   | eased by their previous club?                              |  |
| yes O        | no 🧿             |  |  |
| Is the rece  | iving club for   | this transfer exceeding their inward transfer limit?       |  |
| yes 🔿        | no 🔾             |  |  |
| Do you wi    | sh to supply     | y further information with this player's nomination?       |  |
|              |                  |  |  |
|              |                  | Save Cancel  |  |

Back

If you unticked the Player Transfer box, then use the standard nomination 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 for reasons of their own.