



# EBFA – [www.GotFootball.co.uk](http://www.GotFootball.co.uk) Player Data Upload 2015/2016



Ian Nile / Jared Hirschowitz

East Berks Football Alliance/GotFootball

16<sup>th</sup> August 2015 – Version 1.02

## Contents

Change History.....	3
Player Data Uploads.....	4

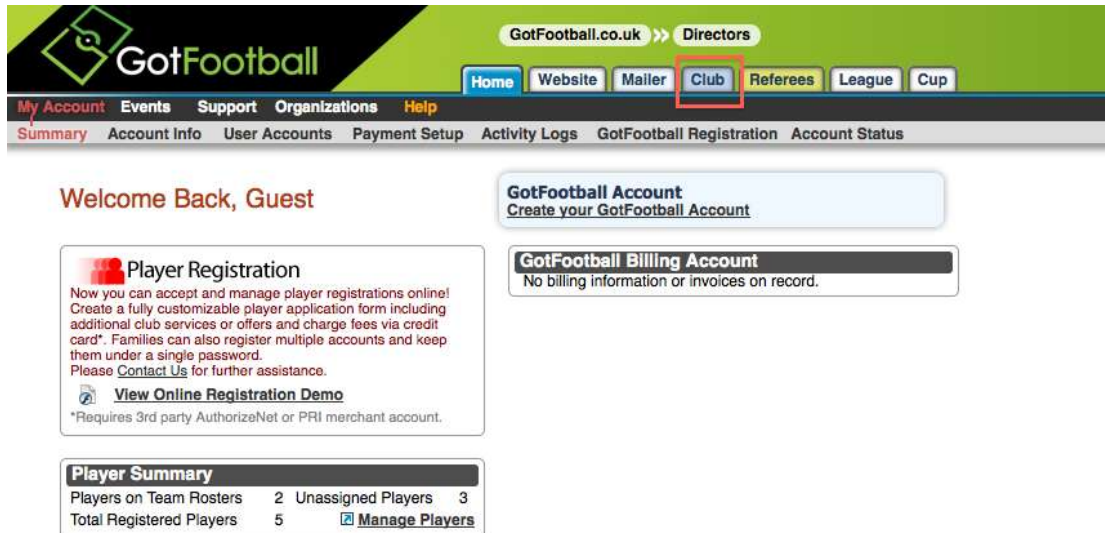
## Change History

Version	Description	Date
1.00	1 <sup>st</sup> Release	08-Jul-15
1.01	Typo Page 9	22-Jul-15
<u>1.02</u>	<u>U.S.-EU Safe-Harbor Compliance</u>	<u>16-Aug-15</u>

# Player Data Uploads

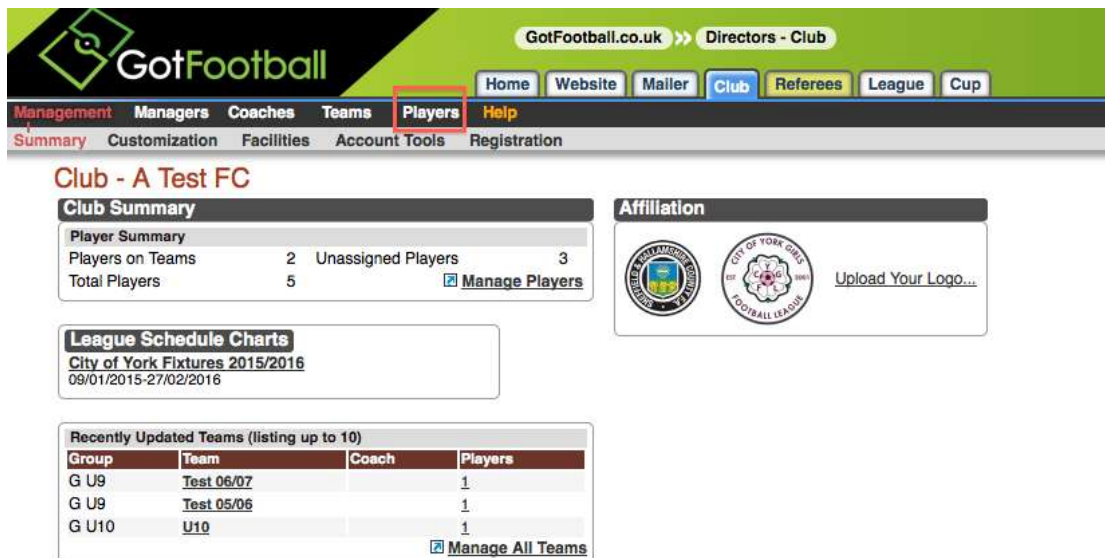
Excel and csv templates available on [www.eastberksfa.com](http://www.eastberksfa.com)

## 1. Login to your club account and click on the Club tab.



The screenshot shows the GotFootball website interface. The top navigation bar includes 'Home', 'Website', 'Mailer', 'Club' (highlighted with a red box), 'Referees', 'League', and 'Cup'. Below this is a secondary menu with 'My Account', 'Events', 'Support', 'Organizations', and 'Help'. A 'Welcome Back, Guest' message is displayed. The main content area features a 'Player Registration' section with a description and a 'View Online Registration Demo' link. A 'Player Summary' box shows: Players on Team Rosters: 2, Unassigned Players: 3, Total Registered Players: 5, with a 'Manage Players' link. A 'GotFootball Account' section offers to create an account, and a 'GotFootball Billing Account' section shows no billing information on record.

## 2. Click on “Players” in the Black menu Bar.



The screenshot shows the GotFootball website with the 'Players' tab selected in the Black menu bar. The main content area displays 'Club - A Test FC' with a 'Club Summary' box showing: Players on Teams: 2, Unassigned Players: 3, Total Players: 5, and a 'Manage Players' link. Below this is a 'League Schedule Charts' section for 'City of York Fixtures 2015/2016' from 09/01/2015 to 27/02/2016. A 'Recently Updated Teams (listing up to 10)' table is shown below:

Group	Team	Coach	Players
G U9	Test 06/07		1
G U9	Test 05/06		1
G U10	U10		1

A 'Manage All Teams' link is located at the bottom right of the table. To the right of the Club Summary is an 'Affiliation' section with logos for the Football Association and the City of York District Football League, and an 'Upload Your Logo...' link.

## 3. Click on “Upload Players” in the Gray menu bar.

GotFootball.co.uk >> Directors - Club

Home Website Mailer Club Referees League Cup

Management Managers Coaches Teams Players Help

Manage Players Upload Players Player Search

### Club Player Accounts

Create Player Profile Export Players (XLS)

Page Size: 25 Photos: No Teams Column: No Level/Grade: On Team: All Flagged: Apply filters

Group: All Player Name: Family Acct#: Player ID#: Rating: Team Name: Level/Grade Management: Set Level/Grade: Assign Team: Assign: (none) Set Player Status Flag: Set Flag: None

Player Email: Parent Name: Parent Email: School Grade: Documents: Birth Cert: All Show County Reg: Foreign Birth Cert: Int'l Clearance:

Print Medical Release Forms Release Form Text

Items 1 - 3 of 3

ID#	Level/Grade	Last, First Name	Fam#	Family	School	Gnd	Post Code	DOB	Gbr	Cur.Age	15/16 Age	Team	Jray#	Team Age	Rating	Flag
N/A	Recreational	Smith, Sarah				N/A		01/01/2006	F	U9	U10	Test 06/06		06/06		
N/A	Recreational	Smith, Sue				N/A		01/01/2004	F	U11	U12			N/A		
N/A	Recreational	Ta, Anthony				N/A		16/01/2006	M	U9	U10	Test 06/06		06/06		

Items 1 - 3 of 3

4. **WARNING:** Verify the quality and accuracy of the data before you import.

Pay careful attention to the instructions in the Instructions box.

Once you are satisfied with your data click the browse button.

GotFootball.co.uk >> Directors - Club

Home Website Mailer Club Referees League Cup

Management Managers Coaches Teams Players Help

Manage Players Upload Players Player Search

### Import Players from Data File

Upload Text (.txt or .csv) Data File

**Warning:** It is very important to verify the accuracy and quality of the data before you import! When you import data into your account, independent user accounts are automatically created.

**Note:** If you re-import players already in your account, the system will match on name, gender, and date of birth to update existing accounts with newly provided contact information. This also means you can upload the same data twice without creating duplicates. You will be able to select the **Update ID Only** option to upload ID numbers into existing player accounts without requiring or affecting contact information.

**Instructions**

- Rows must be on separate lines.
- Each row should have the same number of columns.
- Do not use symbols or punctuation in column names.
- Required fields are listed below:

First Name:  
Last Name:  
Gender:  
Date of Birth:

Note: Player email addresses are strongly recommended if not required. To utilize the opt-out feature and exclude the member from gotooccer and state emails, supply the word YES in a column and upload this into the Email Opt-Out field in the system. To remove the opt-out, input the word NO instead.  
Please edit your file if necessary to conform before uploading.

**File Upload**

File Format Options

Column Delimiter:

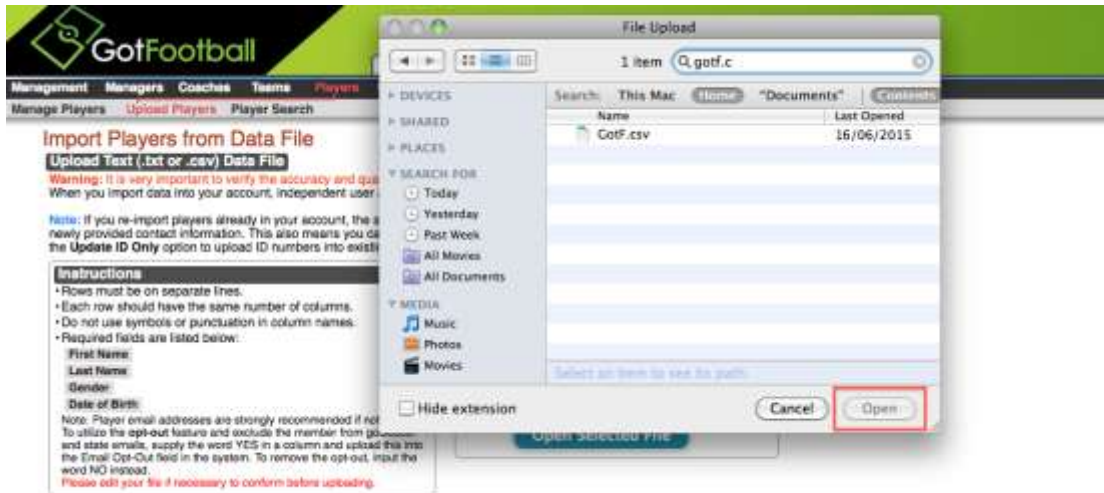
Data enclosed with quotes:  Example: "Boys", "U12"

First row contains column headings:

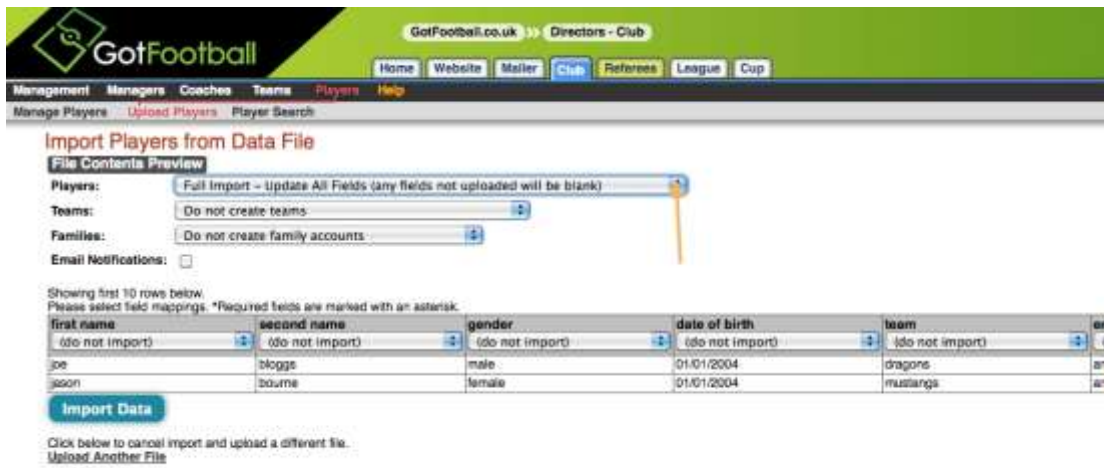
Upload Data File:

No file selected.

5. Find the File you want to upload and click the open button.



6. Click on the Player, Team and Families drop down menus to edit what data will be downloaded.



GotFootball.co.uk >> Directors - Club

Home Website Mailer Club Referees League Cup

Management Managers Coaches Teams **Players** Help

Manage Players Upload Players Player Search

### Import Players from Data File

**File Contents Preview**

Players: Full Import - Update All Fields (any fields not uploaded will be blank)

Teams: Full Import - Update All Fields (any fields not uploaded will be blank)

Families: Update ID Only (requires player name, gender, and DOB in file to match)

Email Notifications: Update Notes Only (requires player name, gender, and DOB in file to match)

Update Opt-Out Only (requires player name, gender, and DOB in file to match)

Showing first 10 rows below.  
Please select field mappings. \*Required fields are marked with an asterisk.

first name	second name	gender	date of birth	team	ema
(do not import)	(do not import)	(do not import)	(do not import)	(do not import)	(do not import)
joe	bloggs	male	01/01/2004	dragons	anth
jason	bourne	female	01/01/2004	mustangs	anth

**Import Data**

Click below to cancel import and upload a different file.

GotFootball.co.uk >> Directors - Club

Home Website Mailer Club Referees League Cup

Management Managers Coaches Teams **Players** Help

Manage Players Upload Players Player Search

### Import Players from Data File

**File Contents Preview**

Players: Full Import - Update All Fields (any fields not uploaded will be blank)

Teams: Do not create teams

Families: Do not create teams

Email Notifications: Create teams (requires team name, gender, and age)

Showing first 10 rows below.  
Please select field mappings. \*Required fields are marked with an asterisk.

first name	second name	gender	date of birth	team	ema
(do not import)	(do not import)	(do not import)	(do not import)	(do not import)	(do not import)
joe	bloggs	male	01/01/2004	dragons	anth
jason	bourne	female	01/01/2004	mustangs	anth

**Import Data**

Click below to cancel import and upload a different file.  
Upload Another File

GotFootball.co.uk >> Directors - Club

Home Website Mailer Club Referees League Cup

Management Managers Coaches Teams **Players** Help

Manage Players Upload Players Player Search

### Import Players from Data File

**File Contents Preview**

Players: Full Import - Update All Fields (any fields not uploaded will be blank)

Teams: Do not create teams

Families: Do not create family accounts

Email Notifications: Do not create family accounts

Showing first 10 rows below.  
Please select field mappings. \*Required fields are marked with an asterisk.

first name	second name	gender	date of birth	team	ema
(do not import)	(do not import)	(do not import)	(do not import)	(do not import)	(do not import)
joe	bloggs	male	01/01/2004	dragons	anth
jason	bourne	female	01/01/2004	mustangs	anth

**Import Data**

Click below to cancel import and upload a different file.  
Upload Another File

7. Click the drop down menu and match the fields you want to upload.

GotFootball.co.uk Directors - Club

Organization: stestclub Master Account

Home Website Mailer Club Referrals League Cup

Management Managers Coaches Teams **Players** Help

Manage Players Upload Players Player Search

### Import Players from Data File

**File Contents Preview**

Players: Full Import - Update All Fields (any fields not uploaded will be blank)

Teams: Do not create teams

Families: Do not create family accounts

Email Notifications:

Showing first 10 rows below. Please select field mappings. \*Required fields are marked with an asterisk.

first name	second name	gender	date of birth	team	email
First Name*	Middle Initial	Gender*	(do not import)	(do not import)	(do not import)
age	Bloggs	Male	(do not import)	Dragons	anthony@gotfootball.co.uk
Jason	Bourne	Female	First Name*	Mustangs	anthony@gotfootball.co.uk

**Import Data**

Click below to cancel import and upload a different file. [Upload Another File](#)

powered by

Contact Privacy Statement

8. Once all fields have been matched click “Import Data”.

GotFootball.co.uk Directors - Club

Organization: stestclub Master Account

Home Website Mailer Club Referrals League Cup

Management Managers Coaches Teams **Players** Help

Manage Players Upload Players Player Search

### Import Players from Data File

**File Contents Preview**

Players: Full Import - Update All Fields (any fields not uploaded will be blank)

Teams: Create teams (requires team name, gender, and age)

Families: Do not create family accounts

Email Notifications:

Showing first 10 rows below. Please select field mappings. \*Required fields are marked with an asterisk.

first name	second name	gender	date of birth	team	email
First Name*	Last Name*	Gender*	Date of Birth*	Team Name	Email Address
age	Bloggs	Male	01/01/2004	Dragons	anthony@gotfootball.co.uk
Jason	Bourne	Female	01/01/2004	Mustangs	anthony@gotfootball.co.uk

**Import Data**

Click below to cancel import and upload a different file. [Upload Another File](#)

powered by