

## **How to enter a score for a game**

After a match has been played, both the Home Team and Away Team Coaches and Administrators have access to input the score and any comments about the game. Comments can only be seen by UYSA office staff and cannot be seen by the opposing team or referees assigned to the match. The winning team should input the scores for the match. If the teams or referee enter different scores for the match the system will show a CS (Contested Score) and the final results will not show until the score has been verified with the referees by UYSA office staff.

### **The center referee assigned to the match is required to:**

Input their game report (including the score)

Enter any cautions or ejections that were issued in the match

Enter any other important match information.

**\*Referees are not required to enter which players scored goals.**

## **To enter the score for a match**

1. Log into your UYSA coach/admin account
2. Click on the "Teams" tab underneath your family information
3. Click on the "Tournament & Schedule Apps" tab

You should see a list with your Team(s)

4. To the right of the team you are entering the score for, click on the "Schedules/Game Scoring" option.
5. Find the match you are entering the score for and click on the empty score box next to your team's name
6. Enter the score for your team and the opposing team (You must enter the score for both teams, if you leave the opposing team's score blank the system will think that the opposing team's score was 0, this will most likely result in a CS for your game.)

## **To enter which players scored goals**

Under the "Goals/Cautions/Ejections" section go to the "Select Admin/Player" drop down menu

Select the name of the player that scored the goal

Under "Item Type" select "Goal"

Click the "Add" button

To save the information click "Save Stats and Comment" at the bottom of the page

**Do not call into the UYSA office to have goal scorers added for the game. Goal Scorers should be entered by the Coaches or Team Administrators. Teams will have 72 hours after the game to enter goal scorers.**