



# WHOLE GAME SYSTEM

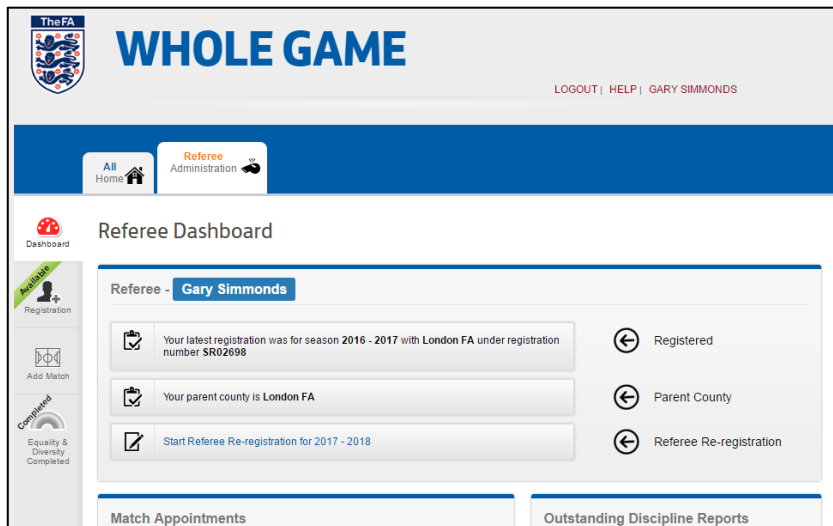
**REFEREE  
REGISTRATION**

## **Table of Contents**

Contents	2
Referee Dashboard	3
Equality and Diversity	4
Step 1: Contact Details	5
Step 2: Specialisms and Qualifications	7
Step 3: Associate Memberships	9
Step 4: Availability	10
Step 5: Leagues	11
Step 6: Purchase Products	12
Payment	13
Confirmation of Payment	14

## Referee Dashboard

The Referee Dashboard will display your latest registration details, Parent County FA and the link to register for the following season.



The screenshot shows the 'The FA WHOLE GAME' Referee Dashboard for Gary Simmonds. The dashboard includes a navigation menu on the left with options like 'All Home', 'Referee Administration', 'Registration', 'Add Match', and 'Equality & Diversity Completed'. The main content area displays registration details: 'Your latest registration was for season 2016 - 2017 with London FA under registration number SR02698', 'Your parent county is London FA', and a link to 'Start Referee Re-registration for 2017 - 2018'. There are also links for 'Match Appointments' and 'Outstanding Discipline Reports'.

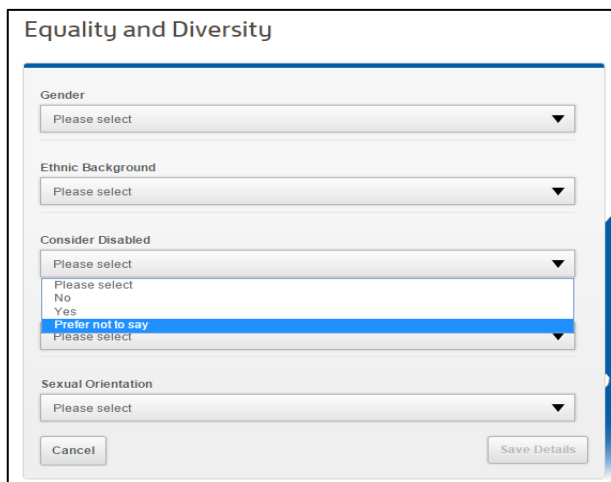
You can begin the Registration process by either selecting the linked text, or the Registration icon on the left navigation menu.

You may also note the inclusion of Match Appointments, Outstanding Discipline Reports. This is because the Referee Dashboard is the control console for all items relating to your role as a Referee.

## Equality and Diversity

Asking you for this information helps make football more representative. It supports The FA to ensure that we are offering inclusive programmes and provides insight into why certain groups are not accessing or making the most of the opportunities to be involved in football; it helps us to make sure that everyone gets those opportunities in the future.

The FA Group is required as part of its funding from Sport England and as part of English Football's Inclusion & Anti-Discrimination Action Plan 2012-2017 to declare accurate and reliable data on the people involved with our programmes, such as the FA Youth National Game Council.



The screenshot shows the 'Equality and Diversity' form. It contains several dropdown menus for 'Gender', 'Ethnic Background', 'Consider Disabled', and 'Sexual Orientation'. The 'Consider Disabled' dropdown is open, showing options: 'Please select', 'No', 'Yes', and 'Prefer not to say'. There are 'Cancel' and 'Save Details' buttons at the bottom.

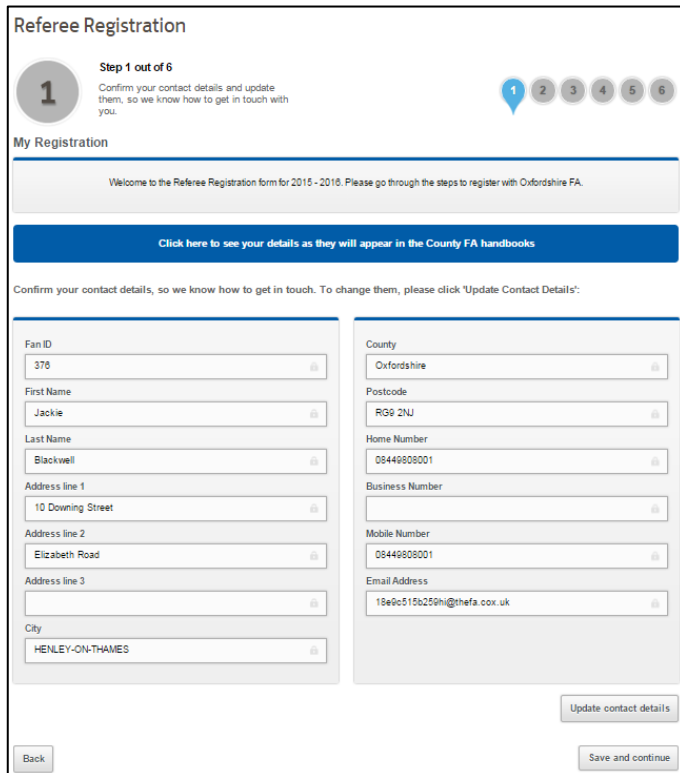
We use this anonymous information to help inform the work of The FA and football and the people analysing this data will be the only ones to have access to it for reporting and statistical purposes.

Each option allows you to either choose the option that best represents your self-identification as well as providing the ability to **'Prefer not to say'** in each instance.

You must answer all the questions, however please remember that the information cannot be traced back to any individual.

## Step 1: Contact Details

In this Step, you are asked to confirm your contact details. Should your County FA produce a handbook, you are given the option to preview what details will be displayed, which are visible, and which have been hidden.



**Referee Registration**

**Step 1 out of 6**  
Confirm your contact details and update them, so we know how to get in touch with you.

**My Registration**

Welcome to the Referee Registration form for 2015 - 2016. Please go through the steps to register with Oxfordshire FA.

[Click here to see your details as they will appear in the County FA handbooks](#)

Confirm your contact details, so we know how to get in touch. To change them, please click 'Update Contact Details':

<b>Fan ID</b> 376	<b>County</b> Oxfordshire
<b>First Name</b> Jackie	<b>Postcode</b> RG9 2NU
<b>Last Name</b> Blackwell	<b>Home Number</b> 08449808001
<b>Address line 1</b> 10 Downing Street	<b>Business Number</b> 
<b>Address line 2</b> Elizabeth Road	<b>Mobile Number</b> 08449808001
<b>Address line 3</b> 	<b>Email Address</b> 18e9c515b259hi@thefa.co.uk
<b>City</b> HENLEY-ON-THAMES	

[Update contact details](#)

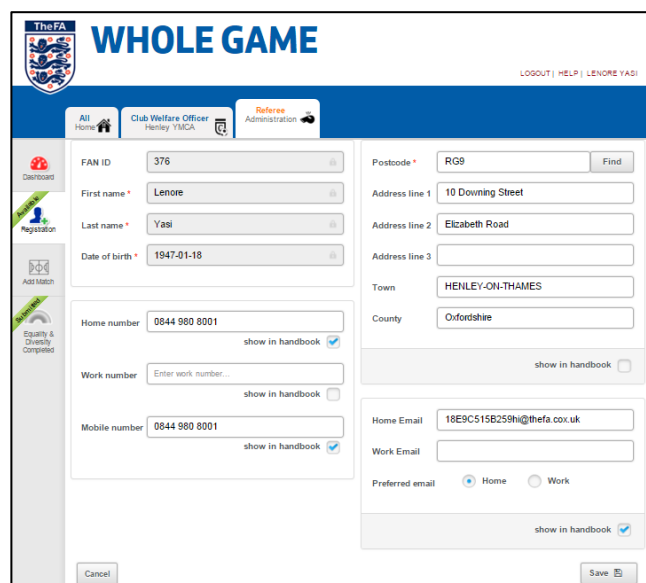
[Back](#) [Save and continue](#)

Should you wish to amend your contact details or change your preferences regarding which details are displayed, please select **'Update contact details'**.

You will be able to amend all Personal Details with the exception of your FAN ID, First Name, Last Name and Date of Birth which will retain the padlocked icon to indicate this status.

Should your name have changed, please contact your County FA who will update this information on your behalf in order to avoid the creation of duplicate records or instances of misuse.

You may update your Personal Details at any time (outside of the registration process) by selecting the linked text of your name which is always present on the top right of the screen.



**The FA WHOLE GAME**

LOGOUT | HELP | LENORE YASI

**Navigation:** All Home, Club Welfare Officer, Henley YMCA, Referee Administration

**Left Sidebar:** Dashboard, Registration, Add Match, Sports & Charity Completed

<b>FAN ID</b> 376	<b>Postcode *</b> RG9 <a href="#">Find</a>
<b>First name *</b> Lenore	<b>Address line 1</b> 10 Downing Street
<b>Last name *</b> Yasi	<b>Address line 2</b> Elizabeth Road
<b>Date of birth *</b> 1947-01-18	<b>Address line 3</b> 
<b>Home number</b> 0844 980 8001 <a href="#">show in handbook</a> <input checked="" type="checkbox"/>	<b>Town</b> HENLEY-ON-THAMES
<b>Work number</b> Enter work number... <a href="#">show in handbook</a> <input type="checkbox"/>	<b>County</b> Oxfordshire
<b>Mobile number</b> 0844 980 8001 <a href="#">show in handbook</a> <input checked="" type="checkbox"/>	<b>show in handbook</b> <input type="checkbox"/>
	<b>Home Email</b> 18E9C515B259hi@thefa.co.uk
	<b>Work Email</b> 
	<b>Preferred email</b> <input checked="" type="radio"/> Home <input type="radio"/> Work
	<b>show in handbook</b> <input checked="" type="checkbox"/>

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

## Step 2: Specialisms and Qualifications

During the second step, you are able to **review your current Level**. This data is non-editable as this is drawn from our database. If you feel that any existing information is out of date, please contact your County FA.

Selecting **yes** when asked **Do you intend to officiate in the new season (as Referee or Assistant)?** will populate the remainder of Step 2 and allow the completion of **Types of football**.

You must tick the box to confirm that you have read the **FA Safeguarding Children Policy**. If you attempt to progress without confirming, the system will not allow the process to continue. Please select the highlighted text in order to access this information.

Should you indicate that you intend to officiate **Under 18 Teams Only** or **Under 18 And Open Age** football during season 2017-18 and **are 16 years of age or over**, you will be required to have an FA accepted CRC at time of registration.

## Step 3: Associate Memberships

At this stage you are able to select any Associate County organisation from the dropdown provided.

The screenshot shows the 'Referee Registration' page at 'Step 3 out of 6'. The title is 'Associate Memberships'. A sub-header states: 'Associate Memberships allow you to referee in the County cups of other County Football Associations. You do not have to have any associate memberships to register. There is no extra registration fee for associate memberships.' The form has a blue header bar with 'Parent County Oxfordshire FA'. Below it is a section 'Request to join Associate County' with a dropdown menu set to 'Select'. Underneath is an 'Associate Membership' section. At the bottom are 'Back' and 'Save and continue' buttons.

Each County FA will be given the opportunity to accept every request that they receive so please select only the Associates that are relevant to you.

You may remove any existing Associate Membership requests by un-ticking the box to the left of the County FA name.

This screenshot shows the same 'Referee Registration' page for 'Parent County Sussex FA'. In the 'Associate Membership' section, the 'Army FA' option is selected with a blue checkmark. The 'Back' and 'Save and continue' buttons are at the bottom.

## Step 4: Availability

This step allows you to indicate the times of day that you are generally available to officiate by selecting the appropriate boxes as well as allowing you to express interest in refereeing in ESFA and FA Competitions.

The screenshot shows the 'Referee Registration' page at 'Step 4 out of 6'. The title is 'Availability'. It contains two sections with radio buttons: 'Wish to be considered to referee ESFA Competitions?' and 'Wish to be considered to referee FA Competitions?'. Below these is a table to indicate availability times. The table has columns for days of the week (Sun to Sat) and rows for 'Time of day' (Morning, Afternoon, Evening). The 'Morning' row for 'Sun' is checked. Below the table is a 'Closed Dates' section with fields for 'Enter start date', 'Single day', 'Enter end date', 'All Day', and 'Select Reason', followed by an 'Add +-' button. At the bottom is a table with columns 'Start date', 'End date', 'Time of day', and 'Reason', with placeholder text 'No start date added', 'No end date added', 'No time of the day added', and 'No reason added'. 'Back' and 'Save and continue' buttons are at the bottom.

Time of day	Sun	Mon	Tue	Wed	Thu	Fri	Sat
Morning	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Afternoon	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

You may also enter any dates on which you will not be able to referee (**Closed Dates**) should you know these at the time (Holiday, Personal Reasons, Work etc.).

Selecting to **Add** any information will display the successful submission below the entry fields. All dates can be removed once added so that only those visible will be kept when you select to **Save and Continue**.

## Step 5: Leagues

Here you may enter any League Panel you intend to join in the next season. Type the name of the League into the search field (minimum 3 characters) and all existing leagues will populate the dropdown as below. You can remove any League once it has been selected.

Referee Registration

5

Step 5 out of 6

Add leagues that you officiate on.

1

2

3

4

5

6

Leagues

Please add any league whose Panel you will be joining in the next season.

League Name

Ken

London Football League -weekend

Kendal and District Sunday League

Kent Valley Junior Football League

London & Kent Border Football League

London & Kent Suburban Football League

Kent Girls/Ladies Football League

North Kent Sunday League

Maidstone and Mid Kent Sunday F.L.

Kent College Students Sports Association

West Kent Sunday League

North Kent Youth League

Save and continue

If you are experiencing difficulty locating a League, please note that some may have chosen to incorporate a sponsor name into the League name.

For example, if the Kent Suburban Football League were sponsored by Nike, they may have registered with Kent FA as the Nike Kent Suburban Football League (example only).

## Step 6: Purchase Products

The final element before payment is to select any items that you wish to add to your Referee Registration.

The registration itself will be listed at the standard rate of £20.00 which is set nationally.

Any additional Products listed will be added by your County FA and can have the quantities changed to suit your requirements either by using the + or – icons, or manually entering the quantity that you require. The Product Total will update automatically in line with the quantity selected.

Referee Registration

6

Step 6 out of 6

Choose any other products that you would like to purchase as part of your registration.

1

2

3

4

5

6

Purchase Products

The cost of your Annual Registration is listed below, along with other products available to purchase.

Product	Quantity	Price (£)	Product Total (£)
Referee Registration (Oxfordshire FA)		20.00	20.00
Referee Registration	<div><div>-</div><div>0</div><div>+</div></div>	0.00	0.00
Referee Badge	<div><div>-</div><div>1</div><div>+</div></div>	6.00	6.00
Referee Tie	<div><div>-</div><div>1</div><div>+</div></div>	6.00	6.00
Total (Oxfordshire FA)			£32.00

Back

Pay

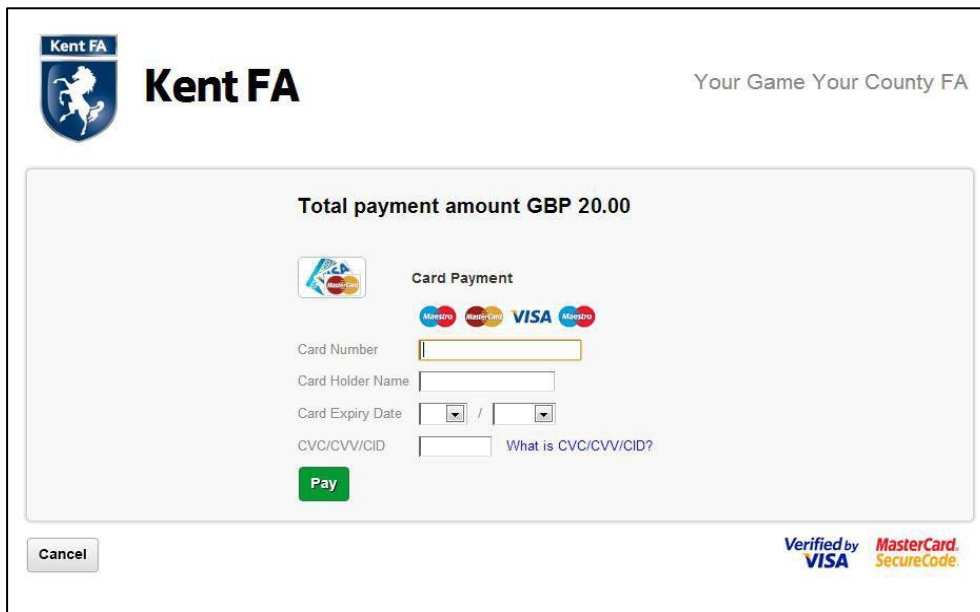
Selecting Pay will prompt a holding screen as below.

Please wait while your invoice is generated. You will be redirected shortly.

## Step 7: Payment

Once you have selected to Pay, the system will take you to a secure page provided by Barclays SmartPay. Your County FA branding will be visible, along with the **Total payment amount**.

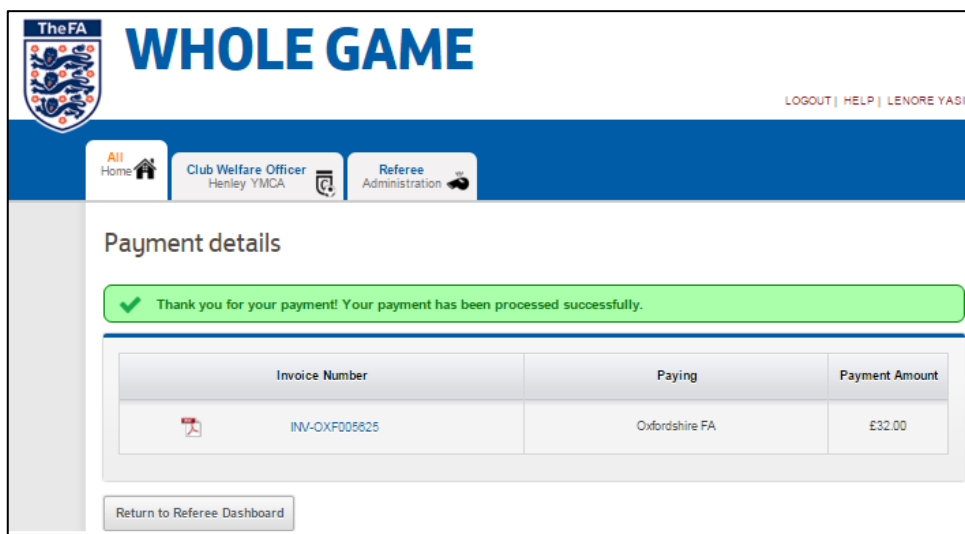
Entering your card number will allow the system to identify the card type automatically. In addition, should you be signed up to Verified by Visa or MasterCard Secure Code, these facilities will be enacted upon submission.




The screenshot shows the Kent FA payment interface. At the top left is the Kent FA crest and logo. To the right, it says "Your Game Your County FA". The main content area displays "Total payment amount GBP 20.00". Below this is a "Card Payment" section with logos for American Express, Mastercard, Visa, and Maestro. It includes input fields for "Card Number", "Card Holder Name", "Card Expiry Date" (with dropdowns for month and year), and "CVC/CVV/CID" (with a link "What is CVC/CVV/CID?"). A green "Pay" button is at the bottom of the form. To the left of the form is a "Cancel" button. At the bottom right, there are logos for "Verified by VISA" and "MasterCard SecureCode".

## Confirmation of Payment and Submission

Once your payment has been processed, confirmation will be displayed. Your Referee Registration is now complete and you can **Return to the Referee Dashboard** where you will note that the text link to register for the season has now been removed.



The screenshot shows the TheFA "WHOLE GAME" payment confirmation page. At the top left is TheFA crest. The header "WHOLE GAME" is in large blue letters. On the right, there are links for "LOGOUT | HELP | LENORE YASI". Below the header is a navigation bar with three tabs: "All Home" (selected), "Club Welfare Officer Henley YMCA", and "Referee Administration". The main content area is titled "Payment details" and features a green success message: "Thank you for your payment! Your payment has been processed successfully." Below this is a table with payment details:

Invoice Number	Paying	Payment Amount
 INV-OXF006625	Oxfordshire FA	£32.00

At the bottom left of the form is a button labeled "Return to Referee Dashboard".