



How to... Update Auto-Email Club Contacts (WGS Portal)

The email address(es) use for the auto-emails for clubs are taken direct from Whole Game System.

When a County is set up on Full-Time, the auto-email contact address for each team is automatically set to be that of the Club Secretary (assuming he/she has provided an email address) but the club may login to their WGS Portal and either replace the "Team FullTime Email Contact", or may add further contacts (e.g. if they want the manager to receive emails as well as the Club Secretary). From season to season, team email contacts will remain the same for teams unless changed by the club.

This only applies to auto-emails sent out from Full-Time for County Cups.

There is no limit to the number of Team FullTime Email Contacts that can be set for a team.

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Team Officials - UCL Academicals

CurrentPastAll

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Team Role

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	Team	Name	Role	Start	
	UCL Academicals First	Jessica Richardson	Team Captain	29/07/2015	
	UCL Academicals Third	Kelly Blue	Full-Time Sms Contact	29/07/2015	
	UCL Academicals Fifth	Ronald Mendoza	Emergency Contact	02/10/2015	
	UCL Academicals First	Jessica Richardson	Full-Time Email Contact	03/10/2015	



How to... Update SMS Club Contacts (WGS Portal)

The SMS contact numbers used for the SMS functionality for County Cups are taken direct from Whole Game System.

Each season, if a team does not have an SMS contact already set (by default last season's will be used) it will be updated to be the Club Secretary (assuming he/she has provided a mobile number) but the club may login to their WGS Portal and either replace the "Team FullTime SMS Contact".

Only **one SMS** user may be used for each team in the County Cups version of Full-Time – WGS Portal will prevent clubs from adding a second SMS user.

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How to... Submit SMS Results

The format of the outgoing SMS message sent to administrators for Cup Fixtures is as follows:-

FA Full-Time Results: CHED v ARSD, Sun 12 Feb 14:15. Reply with H-A score & code CHED, followed by AET & PENS if required: eg 2-2 CHED 3-3 AET 3-1 PENS

The Short Code (CHED and ARSD above) is not normally required, as Full-Time identifies which team a user is associated with according to their mobile phone number. However, if the user is potentially reporting scores for more than one team (e.g. their 1st XI and reserves are playing games on the same day) then they may have to include the short code in their reply, or Full-Time will not be able to identify which team's result is being reported.

The Team Administrator is therefore required to potentially send back up to four pieces of information in the same SMS text message:-

- 1. Score** – The score after normal time in the usual way
- 2. Short Code** – if they are required to submit a short code, to identify which team is involved.
- 3. Extra Time score** – the score line after extra time, followed by AET (it is essential that AET is included, to identify that the scores beforehand applies to extra time)
- 4. Penalty score** – the score after penalties, followed by PEN (it is essential that PEN is included, to identify that the scores beforehand applies to penalties)

If the normal time score is not level, then any extra time and penalty score will be ignored. If extra time is not played, and the game goes direct to penalties, then do not input an extra time score nor AET (e.g. 2-2 CHED 3-1 PEN means the game finished 2-2 and went straight to penalties).

Examples

All of the following examples assume that no team code is required

2-1 Reports that the home team won 2-1 in normal time

2-2 3-2 AET Reports that the home team won 3-2 after extra time, the game having finished 2-2 at the end of normal time

2-2 4-3 PENS Reports that the home team won 4-3 after penalties; the game having finished 2-2 at the end of normal time, with no extra time played

2-2 3-3 AET 4-3 PENS Reports that the home team won 4-3 after penalties; the game having finished 2-2 at the end of normal time, and 3-3 at the end of extra time