



**GREATER
MANCHESTER
FOOTBALL**

OUR GAME IN MANCHESTER
>PLAY >VOLUNTEER >COACH >REFEREE

My Team Admin's are not receiving email notifications

a) **Are your email's verified?** Each time a new contact is added to Full-Time or a new email address is added the email address must be verified. This can be done by going to Full-Time > Email > Email Address Verification. You can then multiple select the email addresses you wish to verify or you can send to all. This releases an email to that contact's email address and they must click "Verify" in order to receive emails.

b) **Have you inputted your settings correctly?** You must set up your emails to correctly release to each group on Full-Time and also ensure you have enabled emails in the first place. These settings can be checked by going to Email > Notifications.

c) **Have you set up Weekly reminders?** If you haven't setup your weekly reminders then your emails won't be releasing, to do this go to email > Email Notification Settings



Verifying an Email Address

If an email address is unverified, notifications will not be sent to the recipient. To check if an email address is verified, hover over the Email Tab and then choose Email Address Verification. You can then use the drop-down menus to filter to Verified, Unverified or Verified but block sending and then to the Role (for example to League Administrator if you would like to see which League Admins are verified and which aren't).

Email Address Verification

To verify an email address(s) from the list below, make a selection then press "Send Requests". An email will be sent from the system requesting them to click on a link to verify.

Verification Status: Unverified

Role: After changing wait for screen to refresh League Administrator

NAME	ROLE	EMAIL ADDRESS	STATUS	REQUEST COUNT	MAKE REQUEST
Billie Poy	WGSO Test Super League: League Administrator	billie.poy@manfc.com	Unverified		<input type="checkbox"/> Make Request

To send a verification request simply click the box for "Make Request" and then click send at the bottom of the page. This will send the person an email with a link asking them to click the link and when they do, they will then be verified.





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Admin Home Setup Fixtures Referees Results Cups People Email SMS Media Downloads View Site

THE FA NIKE MATCHDAY TEST LEAGUE 2021-22

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To verify an email address(s) from the list below, make a selection then press "Send Requests". An email will be sent from the system requesting them to click on a link to verify.

Verification Status: Unverified Role: After changing wait for screen to refresh League Administrator

NAME	ROLE	EMAIL ADDRESS	STATUS	REQUEST COUNT	MAKE REQUEST <input type="checkbox"/> CHECK ALL
Batchelor, Nathan	The FA Nike MatchDay Test League: League Administrator	nbatchelor@sky.com	Unverified		<input type="checkbox"/> Make Request
Smith, Tom	The FA Nike MatchDay Test League: League Administrator	test@test.com	Unverified		<input type="checkbox"/> Make Request
Stickley, Andrew	The FA Nike MatchDay Test League: League Administrator	andy.stickley@thefa.com	Unverified		<input type="checkbox"/> Make Request

Send Finished

