

Amending squads on Play Cricket

At the start of the season you will need to move a lot of players from one age group to the next. The easiest way to do this is as follows:

Log into administration and click Members, then Member Database on the left hand side.

Administration / Member Database

Member Database

Search for <input type="text"/>	In <input type="text" value="Surname"/>	Role <input type="text" value="Squad Players"/>
User Type <input type="text" value="All"/>	Status <input type="text" value="Active"/>	Sub-Role <input type="text" value="Under 13 Squad Member"/>

Name	ID	Email	Telephone	View	Email	Match	Edit Roles	Remove Role
Harry Bowes *	1680699			<input type="button" value="Q"/>		<input type="button" value="↻"/>	<input type="button" value="⚙"/>	<input type="button" value="✖"/>
James Donnachie *	1502139			<input type="button" value="Q"/>		<input type="button" value="↻"/>	<input type="button" value="⚙"/>	<input type="button" value="✖"/>
Kieren Donnachie *	1680700			<input type="button" value="Q"/>		<input type="button" value="↻"/>	<input type="button" value="⚙"/>	<input type="button" value="✖"/>
Amel Gajic *	1291779			<input type="button" value="Q"/>		<input type="button" value="↻"/>	<input type="button" value="⚙"/>	<input type="button" value="✖"/>

Fill in the details similar to the above choosing the sub role as the squad that you want to edit.

All the players in that squad will now appear listed. If you need to remove a player from that squad (Or think that player may need adding to another squad anyway) then click on "Edit Roles" then click the "Squad players" tab

From there you can click the drop down box next to the teams to Activate or remove them from any of the squads in the club

Once you have done this make sure you click "Save" at the bottom of the page.

Obviously if you have a new player you will need to add them as normal ([There is a help file for this on the documents page of the Heavy Woolen Website](#))

Administration / Member Database / Edit Roles

Roles for James Donnachie

Web Roles Officials **Squad Players** League Registered Players Messaging Groups M

	Status	Start Date
Squad Players		
1st XI	<input type="text"/>	
2nd XI	<input type="text"/>	
3rd XI	<input type="text"/>	
Under 17	<input type="text"/>	
Under 15	Active	26/01/2014
Under 13	Active	09/11/2013
Under 13 Leeds League	Active	26/01/2014
Under 11	<input type="text"/>	
Under 9	<input type="text"/>	
Midweek XI	<input type="text"/>	