

## OVERVIEW

Football Far North Coast (FFNC) uses the GameDay Competition Management System to schedule fixtures and to facilitate for results being published to the FFNC website.

This procedure is applicable for ANZAC Day Cup/Callan McMillan Memorial Shield, Pointscore Competition, Finals Series and Summer Youth League fixtures relevant for season 2026.

1. Each FFNC club is required to have one or more club delegates registered with a GameDay Passport account that is linked to a personal email address (this enables the individual to access GameDay to enter results for respective HOME fixtures on behalf of the club).
  - 1.1. Refer to information shown in clause 7 and 8
2. Match Results must be entered in GameDay by the HOME club not later than 11pm every Sunday night for fixtures played either Friday, Saturday or Sunday. The GameDay competition management system will be automatically locked preventing results from being entered from that time. Results not entered by the nominated deadline, will not be entered (and subsequently published) until made known to FFNC. FFNC will enter results in such circumstances beyond the time that the system is locked.
3. GameDay generates an initial auto-publish at 12:15am each Monday morning where results that have been entered online by clubs before 11pm each Sunday will be updated to the website.
4. For midweek fixtures (i.e. Monday – Thursday) match results must be entered in GameDay by the HOME club not later than 11pm the same night of the midweek fixture.
  - 4.1. Results not entered in GameDay for midweek fixtures by clubs must be advised directly to FFNC (e.g. lodgement of match sheets, or sent by email to [office@ffnc.net.au](mailto:office@ffnc.net.au)).
  - 4.2. FFNC will publish such results to the website as required (during business hours).
5. FFNC will enter results for any fixtures that are postponed (or washed out), abandoned or forfeited. This means that results for such fixtures are not to be entered online at a club level.
6. FFNC will reconcile match sheet records with all online (i.e. published) results ordinarily by COB each Thursday following the fixtures played during the prior seven (7) day period.
  - 6.1. FFNC will amend online results in response to any results that a club has entered incorrectly or for any valid reason determined by FFNC (e.g. participation of an ineligible player).

## 7. **EXISTING USERS** **(i.e. INDIVIDUALS WITH A GAMEDAY PASSPORT ACCOUNT)**

Club delegates who had access to the GameDay Competition Management System in 2025 to be able to enter results for HOME fixtures will retain that access in 2026 unless otherwise advised by the respective club.

The login details for each respective club delegate will remain the same as they were in 2025, however if an individual has forgotten these details they can be reset by clicking the 'Forgot?' button on the Login screen. FFNC does not have a record of personal login details for individuals with a GameDay Passport account.

Refer to the steps to login outlined in clause 10

## 8. **NEW USERS** **(i.e. INDIVIDUALS WHO DO NOT HAVE A GAMEDAY PASSPORT ACCOUNT)**

Individuals who have not previously entered results online will be required to 'Register' for a GameDay Passport account.

This can be done by following the steps below.

8.1. Individual to visit the GameDay Passport website: <https://passport.mygameday.app/login/>.

8.2. Click  and complete the process, including confirming their account.

8.3. The club sends an email to 'office@ffnc.net.au' and include the name and email address of any adult who has registered for a new GameDay Passport account and who the club has nominated to be an authorised user.

8.4. FFNC will grant the user access to the club's GameDay profile to enable them to enter match results online on behalf of the club.

8.5. FFNC will send a confirmation to the club (and new individual) when a new user has been granted access.

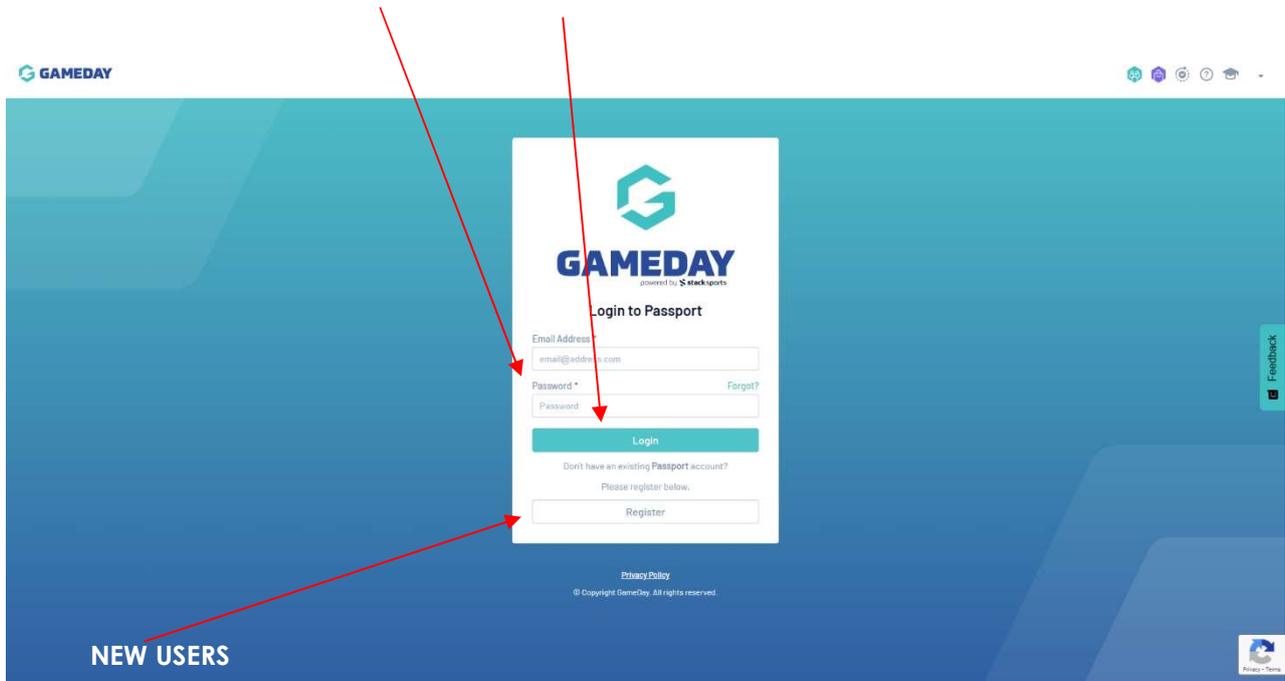
## 9. **REMOVAL OF EXISTING USERS** **(i.e. INDIVIDUALS WHO THE CLUB AUTHORISE TO REMOVE ACCESS)**

A member of the club executive must send FFNC an email ([office@ffnc.net.au](mailto:office@ffnc.net.au)) with the name of the specific individual(s) advising that their access is to be removed.

10. **STEPS TO ENTER RESULTS ONLINE**

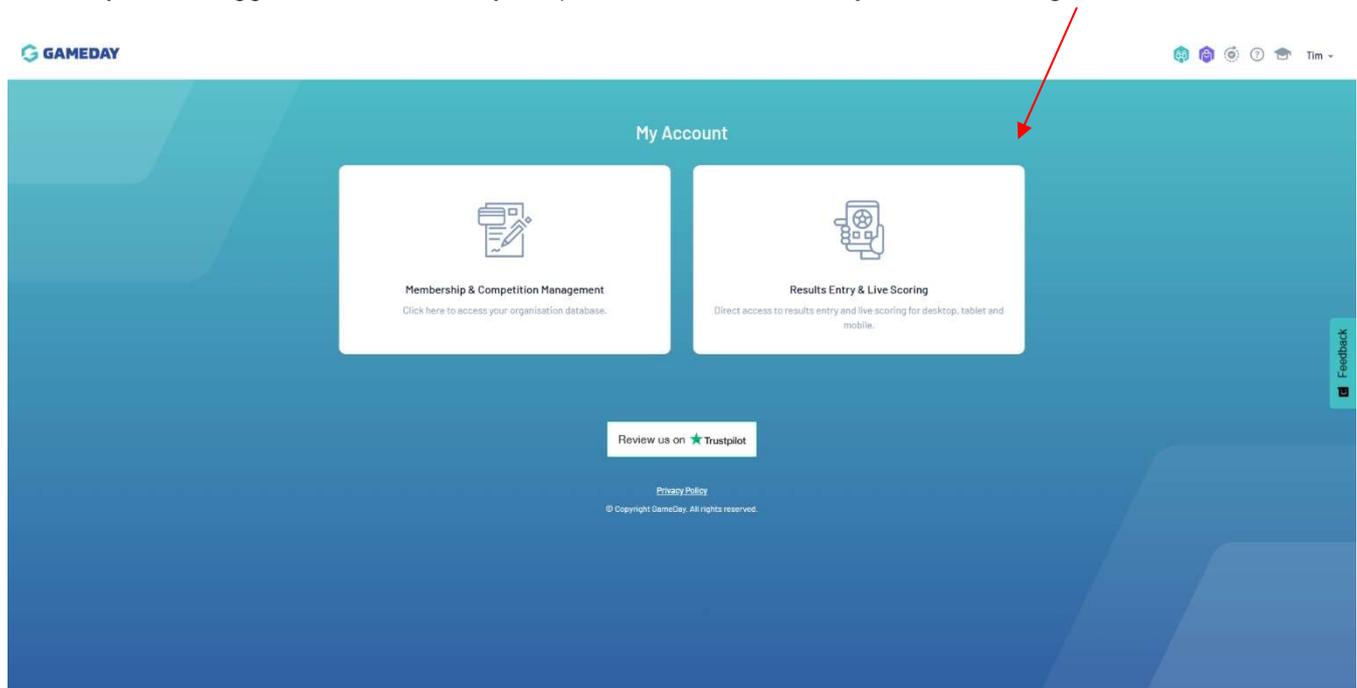
**STEP 1**

Go to the GameDay Passport website: <https://passport.mygameday.app/login/>  
Enter the email address and password that was used to register for a GameDay Passport account



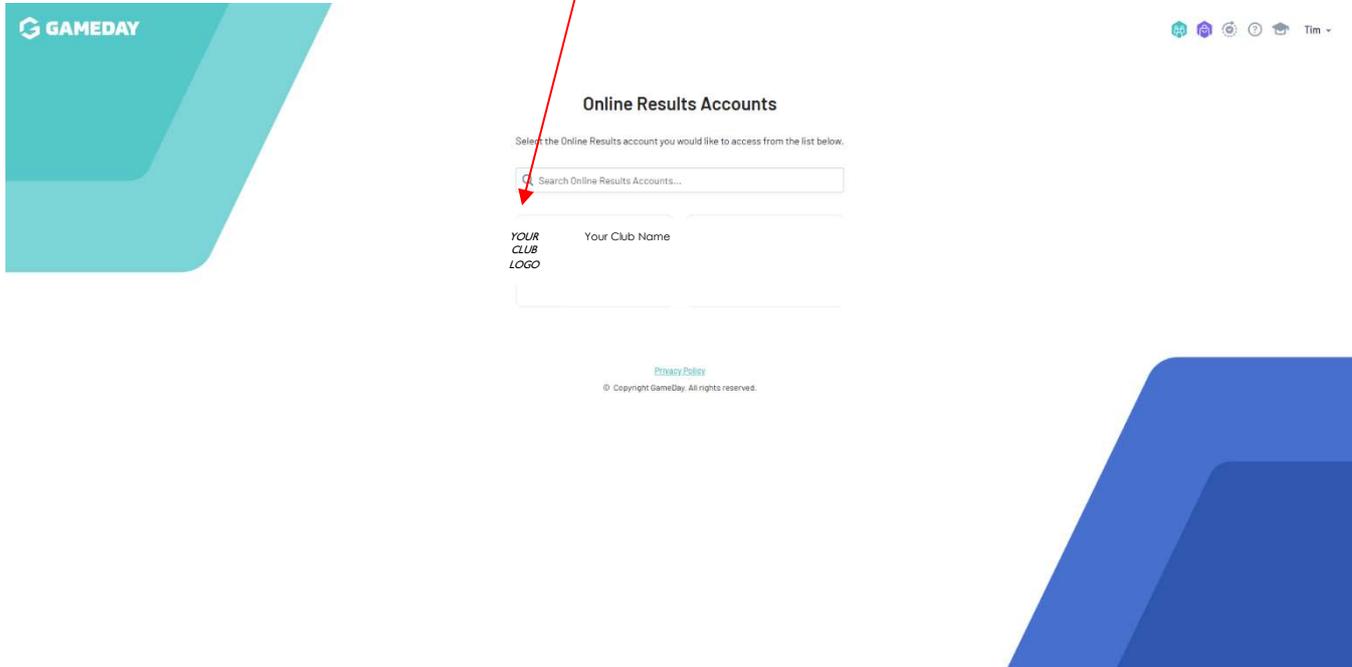
**STEP 2**

After you have logged in to the GameDay Passport, click on "Results Entry and Live Scoring"



## STEP 3

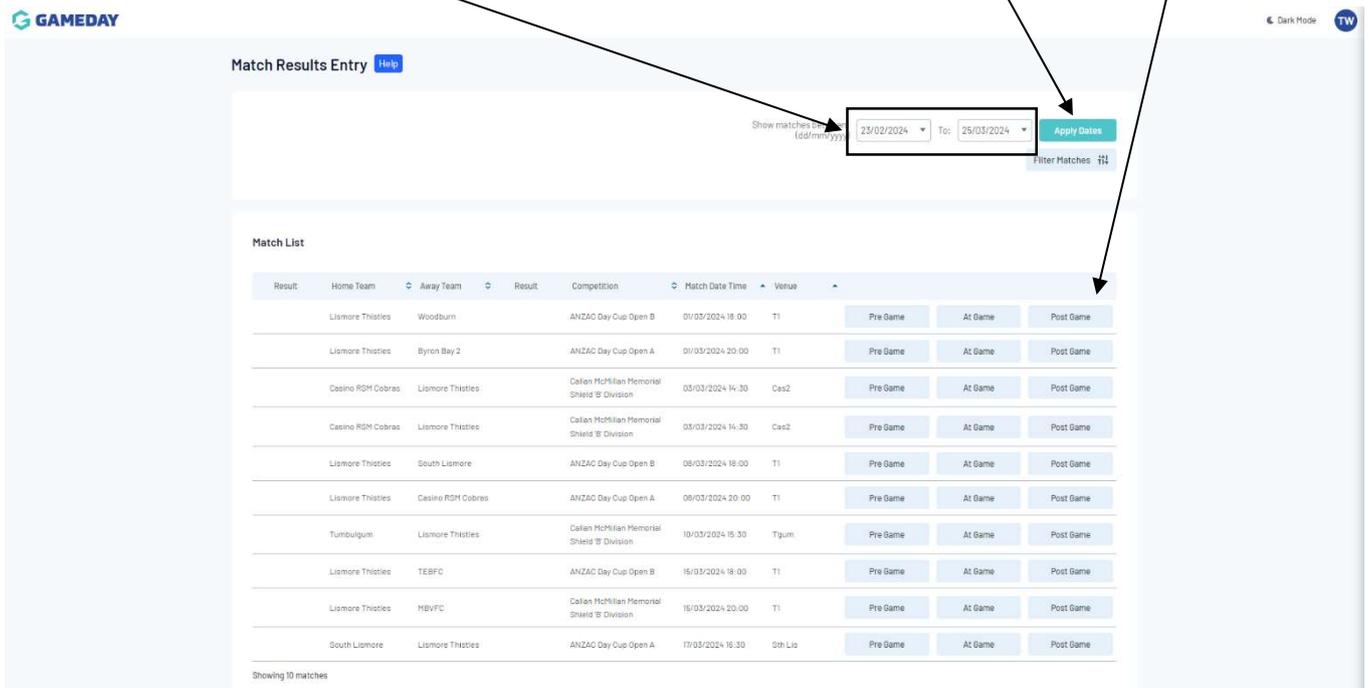
- Then click on your clubs' Online Results Account



## STEP 4

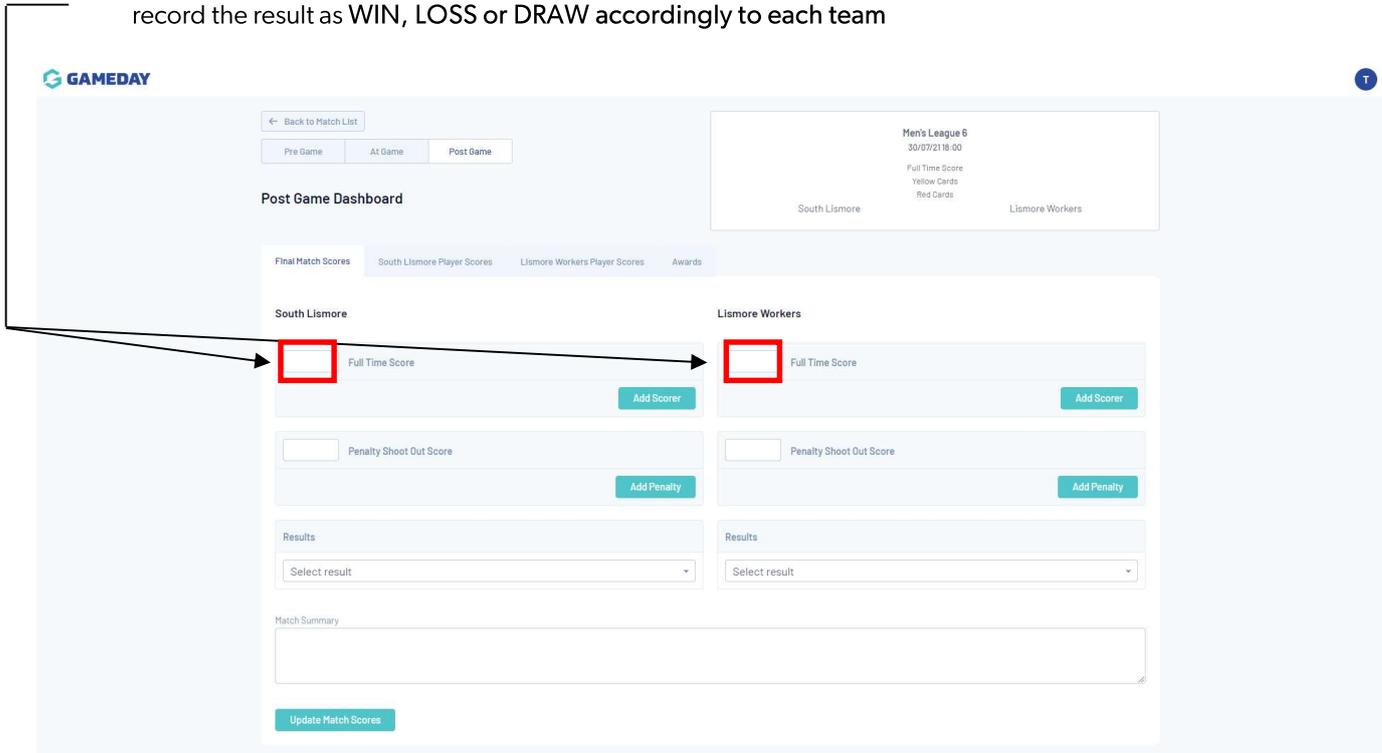
- Input the Date Range for the results you wish to enter, then select "Apply Dates"

Then click "Post Game"



## STEP 5

- Enter the full-time score for EACH team in the "Full Time Score" section below BOTH teams. It will automatically record the result as WIN, LOSS or DRAW accordingly to each team



The screenshot shows the Gameday interface for a match between South Lismore and Lismore Workers. The 'Post Game Dashboard' is visible, with tabs for 'Final Match Scores', 'South Lismore Player Scores', 'Lismore Workers Player Scores', and 'Awards'. The 'Final Match Scores' tab is active, showing input fields for 'Full Time Score' for both teams, 'Penalty Shoot Out Score', and 'Results'. The 'Full Time Score' fields are highlighted with red boxes and arrows, indicating where to enter the score. The 'Update Match Scores' button is at the bottom.

## IMPORTANT

### FORFEITS, POSTPONED/WASHED OUT FIXTURES AND ABANDONED FIXTURES

- Football Far North Coast will enter the result for any fixture that has been forfeited, postponed/washed out or abandoned following an assessment of any relevant factors.

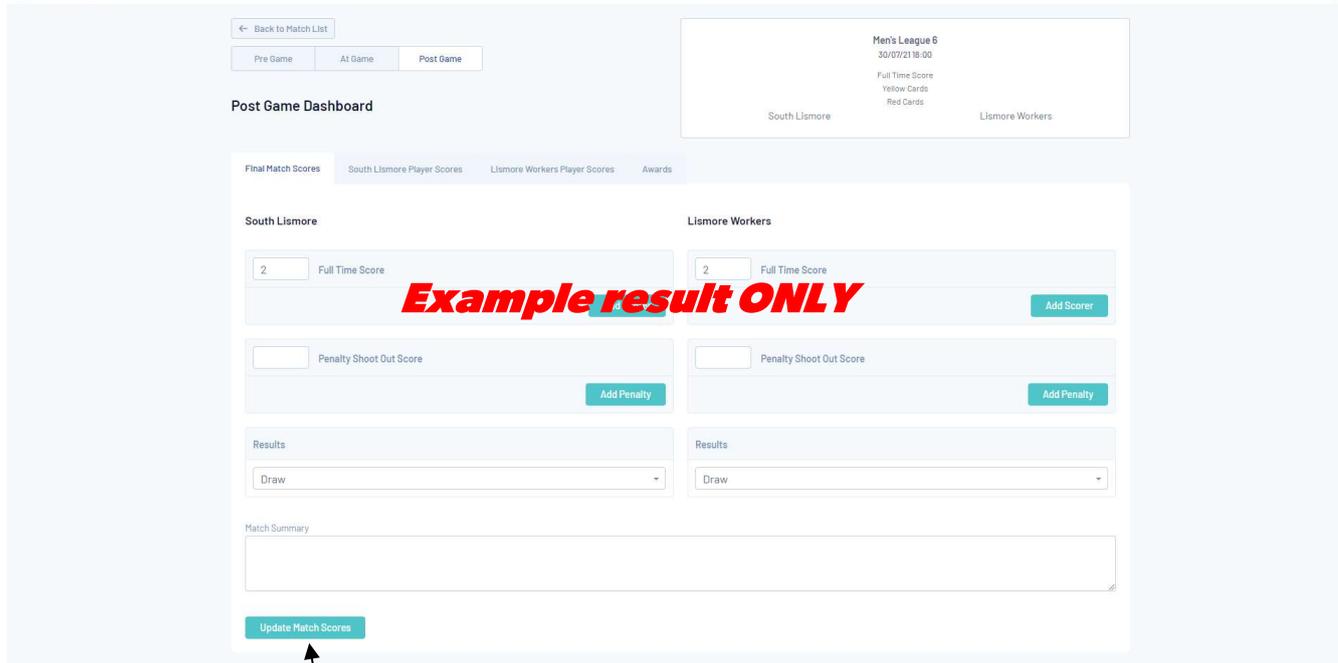
## MERCY RULE

- Where the result of a fixture is subject to the Mercy Rule (being a ten-goal differential), the result entered online must be a record of the ten-goal differential to the winning team.

### IF I ENTER A RESULT ONLINE INCORRECTLY, CAN I FIX THIS?

- YES, but only if before 11pm Sunday.
- NO, if recognised after 11pm Sunday. In such instances, the club can email [office@ffnc.net.au](mailto:office@ffnc.net.au) and FFNC will reconcile the result with the match sheets received for the fixture\*. \* Note that FFNC reconciles results recorded on all match sheets with results recorded online on a weekly basis, typically each Wednesday.

## STEP 6

Once you have entered the score for BOTH teams, check that they are entered correctly then click the "Update Match Scores" button

## STEP 7

- Click "Back to Match List", then repeat the process to enter results for ALL home fixtures