



# 2019/20 VJBL GRADING PLAYER REGISTRATION INSTRUCTIONS

We are making it easier to access your SP products with a single email and password, your **SP Passport**.

This gives you:

- A single login for all SP products, especially handy if you juggle multiple username / passwords in **SP Membership**
- Better auditing of database updates
- Better communications from SP on product updates
- Access SP Membership at any time with a single click from the global navigation

## Register/Sign in with **SP Passport**

Don't have a **SP Passport**?

No problems, just click Register to create one and gain access to your **SP Membership** database.

Register

Sign In

You will need to enter your SP Passport and Password to sign in.

(Please remember to send me your SP Passport Username first if you are the one VJBL contact)

## Welcome to **SP Passport**

**SP Passport** combines your SportingPulse accounts - such as mySport or Membership - in one location.

If you have an existing mySport account you can simply sign in to start using your **SP Passport**.

Don't have a mySport account? Register below for a new **SP Passport**.

Register

## Sign in

adrian.campbell@basketballvictoria.com.a

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[Forgot Password?](#)

Sign in



Sign in with Twitter

Sign in with Facebook

Then Click on your "Association" database (for this example I will use ACT)

**SP Membership Accounts**

Select the SP Membership account you would like to access from the list below or link another to your SP Passport via the form at the bottom of this page.

 <b>Basketball Victoria SPC</b> <b>Test</b> Association TEST	<b>National Junior Classic</b> Association FIBA	 <b>Victorian Junior Basketball League (VJBL)</b> Association FIBA
<b>Basketball ACT</b> National Junior Classic Club FIBA	<b>General Club</b> Basketball Victoria SPC Test Club TEST	

When you enter your home page, click on "Teams"

LEVEL SELECTION  CLUB

[Dashboard](#) [Members](#) [Teams](#) [Communications](#) [Registrations](#) [Reports](#)



## Basketball ACT



[Edit Logo](#)

[Details](#) [Edit](#)

**Address**  
42 Oatley Court  
Belconnen DC  
ACT, , 2617

Then click on the team you wish to edit. (if no teams appear change season to 2019/20 VJBL)

LEVEL SELECTION  CLUB

[Dashboard](#) [Members](#) [Teams](#) [Communications](#) [Registrations](#) [Reports](#)

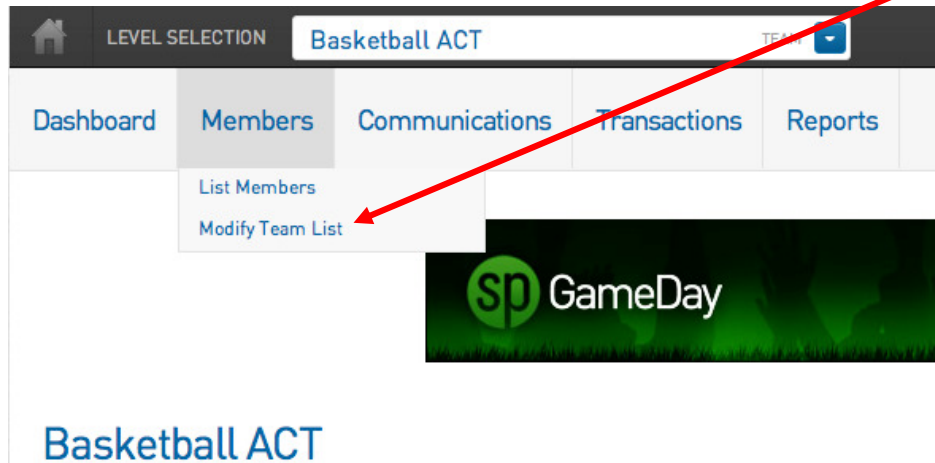
## Teams in Club

Search, find and store the teams you play for or for

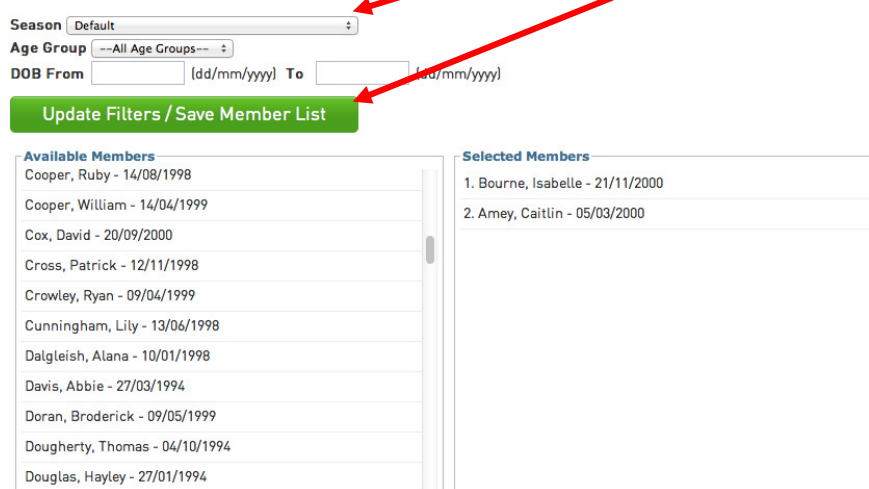
Showing - Season

	Team Name	Competition	Season	Age Group	Contact Name	Email
	Basketball ACT	UNDER 14 BOYS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 16 BOYS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 18 BOYS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 12 GIRLS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 14 GIRLS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 16 GIRLS - 2013	2013 McDONALD'...			
	Basketball ACT	UNDER 18 GIRLS - 2013	2013 McDONALD'...			

To edit members in the team, place your mouse on the members tab and click "Modify team list"

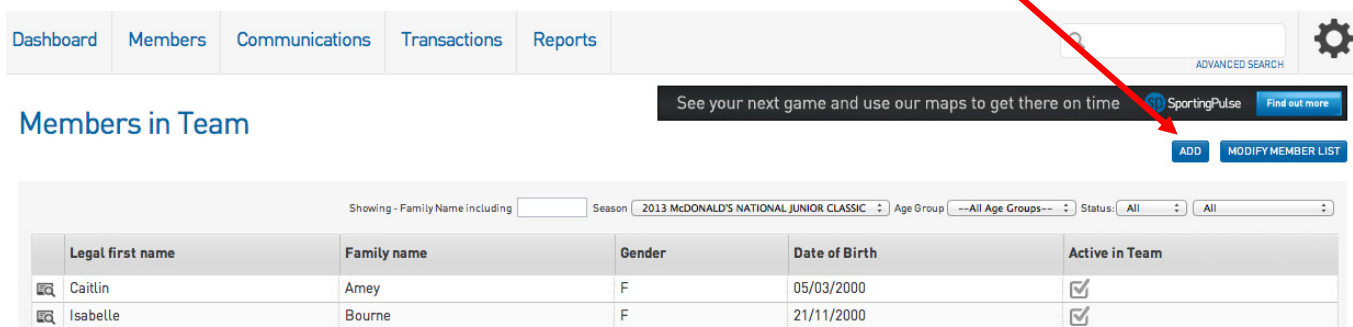


Some players will be registered from previous years, so you can modify your team list by dragging these players across into their teams and click "Update Filters/Save Member List". If no players appear, change the season tab to 'All Seasons'



Players not appearing in the above list will need to be registered.

To Add a new player, instead of clicking on modify team list, click "List Members", it will show the players you have added to your team. To Add new players click "Add"




All details with a 'red o' are compulsory fields and must be completed.

## Add New Member

See your next game and use our maps to g

To modify this information change the information in the boxes below and when you have finished press the **'Update Member'** button.

**Note:** All boxes marked with a  are compulsory and must be filled in.


Update Member


### Add Member for Default Season as


Player?:  

#### Personal Details

Legal first name:  

Family name:  

Date of Birth:  Month  

Gender:  

#### Contact Details

You may get the following member is Possible Duplicate message, however this is ok and will need to be resolved by the MUVJBL Administration.

#### Member is Possible Duplicate

The Member you have added possibly duplicates another record that already exists in this system. This Member has been temporarily added but their details will not be available. They will remain this way until your League has resolved this issue.

Complete the steps for each team entered into the 2019/20 Grading Games.

You can log back into the system at any time up until the start of Grading Phase One to make changes if required to any of the entered information.

Should you require any help with this process please feel free to contact the VJBL office on (03) 9837 8000 or email [adrian.campbell@basketballvictoria.com.au](mailto:adrian.campbell@basketballvictoria.com.au)