



Website -
Club Admin Guide

25th March 2021

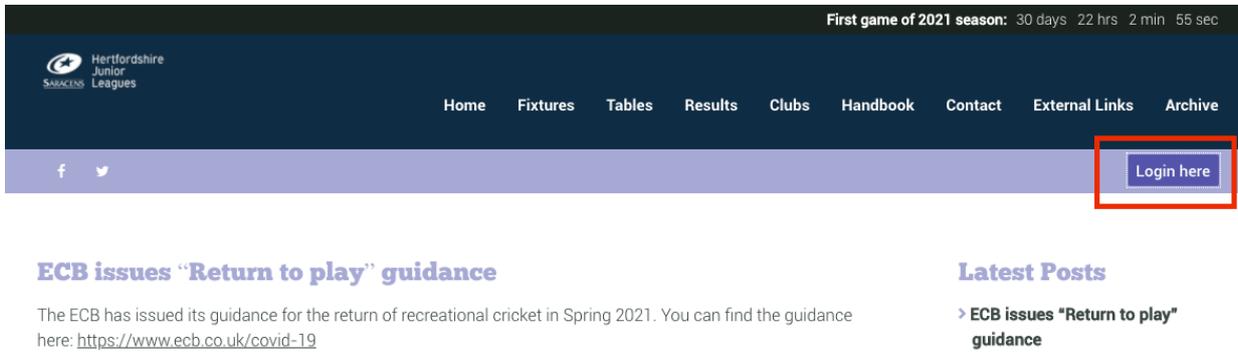
Version 1.0 (25/03/21)

Club Admin

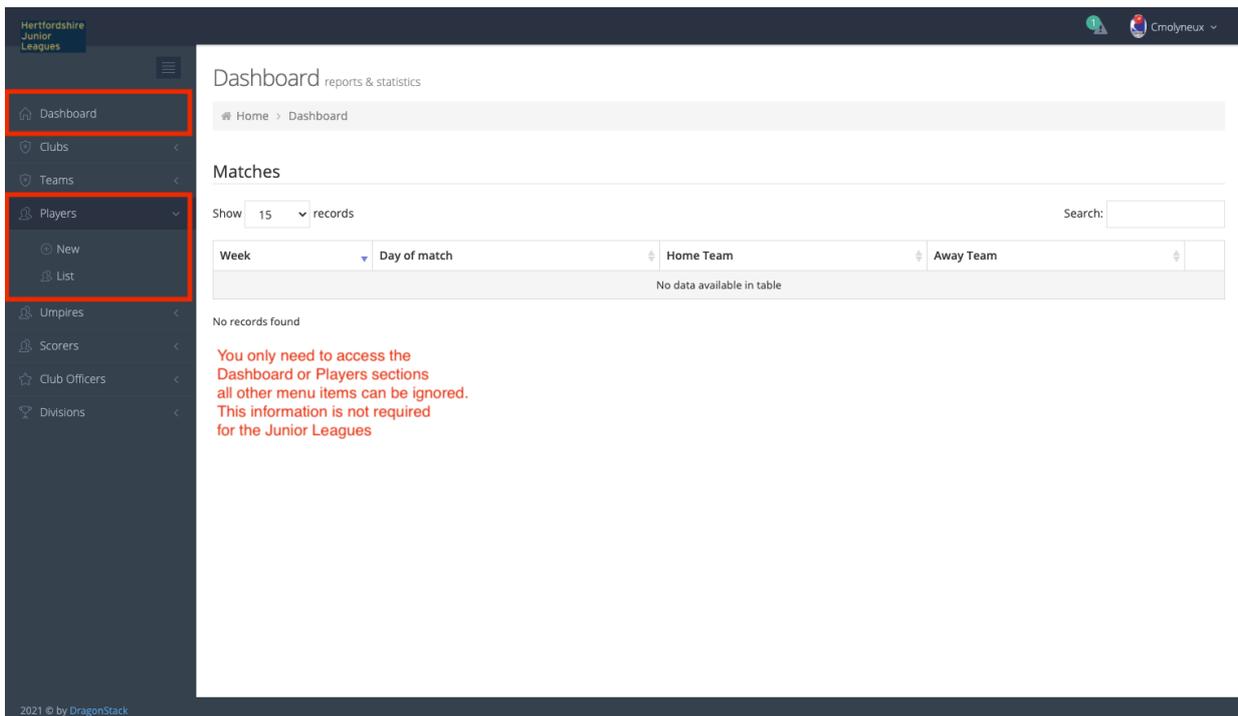
As Club Admin you can:

1. Edit existing and add new managers and control their logins for each of your teams.
2. Edit certain details about your club and yourself
3. Access all club fixtures and enter results if necessary

Managers are able to enter results for the team to which they are assigned.



Visit the HJL website at www.hertsjuniorleagues.co.uk and click on the login button and sign in with your Club Admin credentials (supplied by Ian Watkins – if you do not have the credentials, email Ian at iwatkins@mac.com)



You will land on the Dashboard. Any matches that are available for results to be entered will appear on this screen.

There is no need to enter or edit information in the Umpires, Scorers, Club Officers or Divisions tabs as these are not relevant for the Junior Leagues.

On the admin site, Managers are labelled as Players. This is because of how the system works for the senior league.

For the purposes of the Junior League, we need at least one ‘player’ per team, and they should be set up as the Captain of the team, which will allow them to enter results. There is no need to enter all your players onto the system. You can have multiple Captains for one team

Click on ‘List’ to see a list of the Players for your club.

Players Listing

Home > Players

Listing

Show 15 records Clubs Premier player Search:

Name	Surname	DOB	Email	Mobile	Club	Captain of team	Premier player	Update date	
Mark	Bailey	1990-01-01	mark@rockhoppersuk.co.uk	0	Welwyn Garden City	Welwyn Garden City	no	2021-03-25 12:52:54	Edit Disabled E-mail Remove
WG9	Manager	1990-01-01	WG9@hjl.co.uk	0	Welwyn Garden City	Welwyn Garden City	no	2021-03-03 17:14:14	Edit Enabled E-mail Remove
WG17	Manager	1990-01-01	WG17@hjl.co.uk	0	Welwyn Garden City	Welwyn Garden City	no	2021-03-10 12:50:43	Edit Enabled

To edit the Player information and view their login details click the “Edit” button.

Player edit

Home > Player

Player Login details

Last Updated 2021-03-03 17:14:14

First name WG9

D.O.B. 1990-01-01

Mobile 0

Is premier player No

Category 1

Certificate

Surname Manager

E-mail WG9@hjl.co.uk

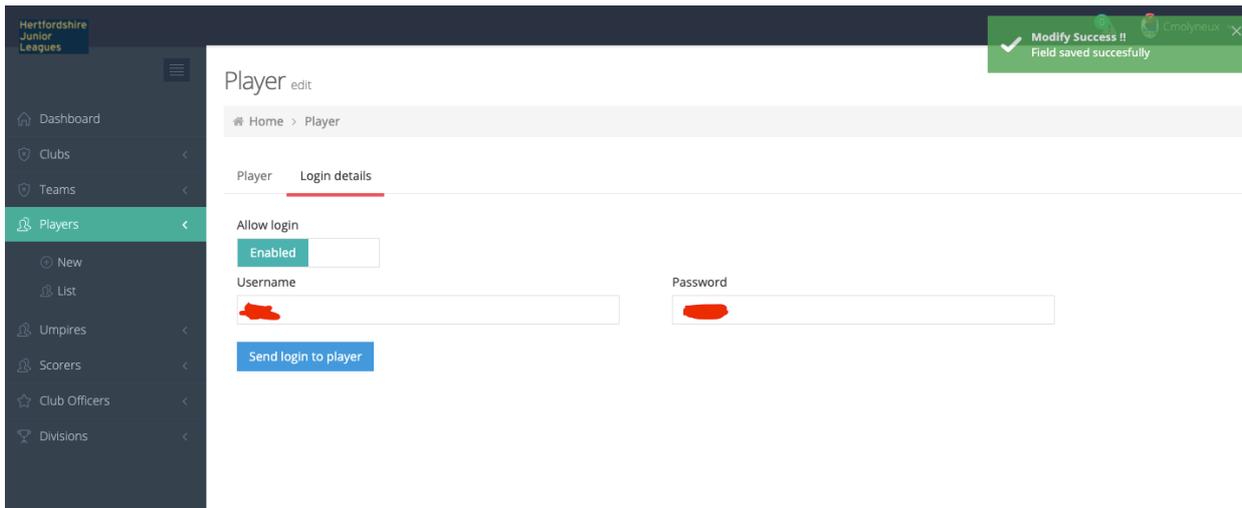
Captain of team Welwyn Garden City (WG9)

* Gender: Male Female

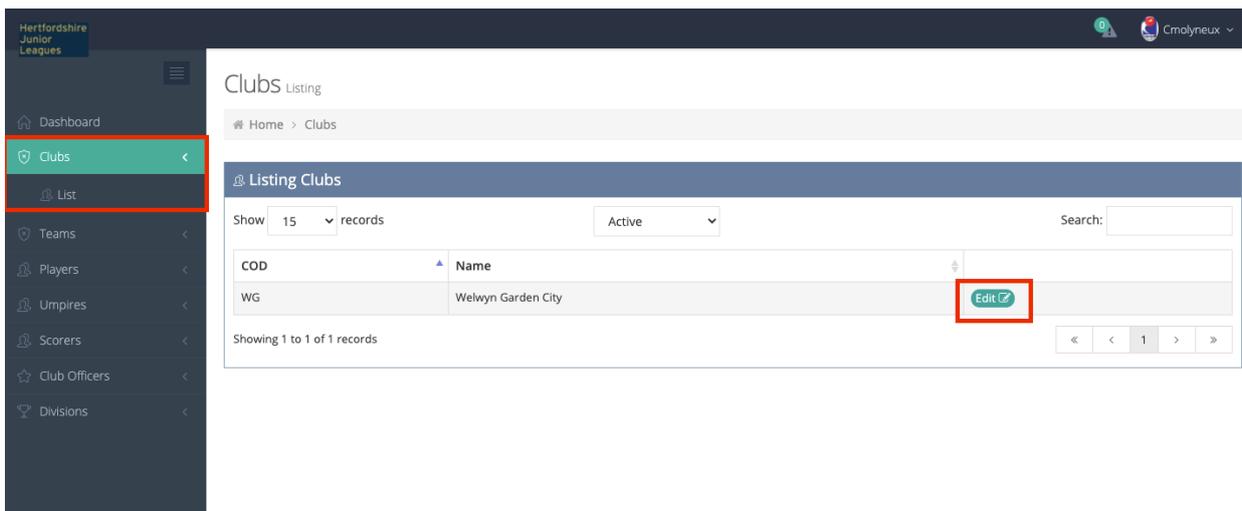
Expiry date

A Player/Captain has been set up for a team in your club with some Default information. You are free to change this information if you want to so that it matches your manager details. If you change any information, it will be automatically saved when you click or tab out of the field you have just edited. Do NOT change the Premier player, Category, Certificate, Expiry date or D.O.B fields

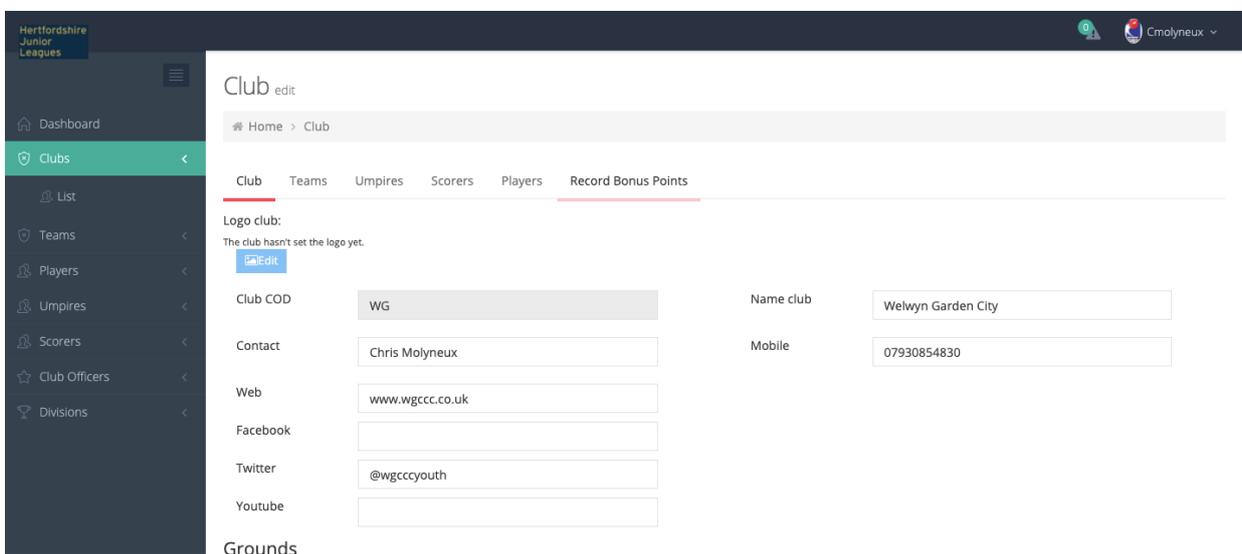
To view/change the login details click on the “Login details” tab



On this screen you will find the login details for the Player. These can be changed if necessary. If you change a field, it will auto save when click or tab out of the field. You will see a green notification in the top right-hand corner of the screen to confirm that the information has been saved.



To edit your Club information, click on the Clubs -> List and then the Edit button.



Enter or amend details on this screen.

The Results App

The HJL Results App can be downloaded for iPhone or Android from either:

the Apple App Store -

<https://apps.apple.com/us/app/herts-junior-leagues-results/id1460010762>

or the Google Play store

<https://play.google.com/store/apps/details?id=com.dragonstack.hertsleague.junior>

If you need any help or information contact Ian Watkins – iwatkins@mac.com