

ELECTRONIC MATCH CARD TOP TIPS

GETTING ACCESS:

MAKE SURE YOU CAN GAIN ACCESS TO THE ELECTRONIC MATCH CARD AHEAD OF YOUR FIRST HOME FIXTURE. REMEMBER, YOU WILL NEED THE ROLE OF 'MATCH CARD ADMINISTRATOR' AT YOUR CLUB AND A PERMISSION LEVEL OF 1, 3 OR 5. YOU CAN FIND MORE INFORMATION ON ROLES AND PERMISSIONS INCLUDING WHO CAN ALLOCATE THEM AND THE MODULES ACCESSIBLE FOR EACH PERMISSION LEVEL BY LOOKING ON THE GMS HELP PORTAL OR FOLLOWING THE HYPERLINKS IN THE TEXT.

HANDY LINKS

GMS Desktop Version: gms.rfu.com/GMS/Account/Login
(Access to Match Card is via the 'Competition Management' tile)

Match Card Mobile Version: gms.rfu.com/mobile/
(It's a good idea to save this link in your favourites!)

Top Tip - Save this link to your home screen and a 'widget' will appear that enables you to access the tool without needing to open a browser. Using iPhone as an example, choose 'Add to Home Screen'.

Match Card Information and Support Materials:
www.englandrugby.com/participation/running-your-club/game-management-system/electronic-match-card

PICKING YOUR TEAM:

Login to GMS a few days before your next fixture and pick your team. Remember, you can 'save' your favourite line-up by entering a name for your selection at the foot of the Match Card, meaning you can use this as a starting point each week should you wish.

Alternatively, you can select the team you chose the previous week by choosing the 'Previous Matches' icon and from the dropdown list selecting a previous week's line-up to populate your team sheet. This line-up can then be edited accordingly. Make sure you click 'Save' at the bottom of the page.

If a player cannot be found whilst searching to add them to a line-up there are 3 points to check:

- Is the player affiliated to your club?
- If yes, has the player been assigned to the correct squad/team via Team Management? Ensure you view the 'Playing Squad' menu to see players that will appear available for selection in the EMC
- If you are playing in a competition that requires players to be Effectively Registered, have they been or are they only affiliated to the club?

Please note any affiliated only player will show up on an EMC with (NER) next to their name - this is just to denote that they are not Effectively Registered. If you are unsure as to whether or not players need to be Effectively Registered to compete in your competition then please contact your League Secretary/Competition Organiser.

DURING MATCH:

You may wish to use the 'Mobile Version' of the Electronic Match Card to record match events from the sideline.

To enter match events, select the 'Events' tab. Add an event by choosing 'add' or select the + button in the top right hand of the screen. Choose the type of event you wish to add, select the appropriate team, player and minute of the event. Make sure you hit save.

A time-line of events will then appear within the 'Events' tab so that you can keep track of what has been entered. These Match Events will update onto the Match Centre part of Fixtures & Results and can be used to help track both a team's and individual's performance across the season. Club reports of this information are available for download within the Reports section of the GMS Team Management Module.



Select Captain

Select Vice-Captain

Home Team Colour

Save Team Name As

Match Card

Date: 28/08/2021

Home Team: Invincibles RFC 1st XV Men Away Team: Invincibles RFC 2nd XV Men

Competition: Emc Test

Summary Home Team **Away Team** Match Events Post Match Confirmation

Away Team Line Up

Pick from previous match:

Starting Line Up

Shirt No	Name	Position	Front Row	Status
15		Full Back	<input type="checkbox"/>	
14		Right Wing	<input type="checkbox"/>	

Add Event

Event Type:

Team:

Score Type:

Scorer:

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POST-MATCH:

At the end of the match, open the 'score' (mobile) or 'post-match' (desktop) tab, ensure you enter the final score and enter the number of tries scored for each side; this will ensure relevant bonus points are allocated correctly! Submitting the score will send the result to GMS. Remember, you still need to submit the Match Card. To do this, first, confirm with your opposition that all submitted information is correct and then choose the 'confirmation' tab and ensure all boxes requiring confirmation have been selected. Then choose 'Submit Match Card'.

SUSPECTED CONCUSSION

Also on the post-match tab is the ability to flag up any suspected concussions that have occurred during the match by selecting any player from a dropdown that has sustained a suspected concussion. Doing this will send information to the player to hit manage their injury whilst also informing the club's RugbySafe Lead of the player's injury.



Summary	Invincibles RFC 1st XV Men	Invincibles RFC 2nd XV Men	Events	Score	Confirm
22/8 12:00am					
Invincibles RFC 1st XV Men	12:00am	Invincibles RFC 2nd XV Men			
Result					
Home		Away			
0	Full Time Result	0			
	Tries Scored				
0	Half Time Score	0			
0	Extra Time Score	0			
		Final Score			
Suspected Concussion		<input type="checkbox"/>			
Uncontested Scrums		<input type="checkbox"/>			
Notes					
Submit score					

Summary	Invincibles RFC 1st XV Men	Invincibles RFC 2nd XV Men	Events	Score	Confirmation
22/8 12:00am					
Invincibles RFC 1st XV Men	12:00am	Invincibles RFC 2nd XV Men			
Home Team Complete		<input type="checkbox"/>			
Away Team Complete					
Referee Complete					
Submit match card					
Cancel					