

To apply for League Registration:

1. Log onto your county's Play Cricket website as a Main Administrator
2. Select a player from the Members Database then click on Edit Roles (Screen Shot 1)
3. This will open a page headed 'Roles for Player Name'. (Screen Shot 2)
4. Click on the heading 'League Registered Players'
5. The next page will still be headed "Roles for Player Name" but all the players details will now be shown (Screen Shot 3)
6. Select Category 1 from the 'Player Category' drop down box and select the applicable country from the "Place of Birth" drop down box then click the Green Save button
7. Provided all the information entered is complete and correct the same page will refresh but without any error messages
8. Now click on Apply which is adjacent to 'National 60+/70+ County Registered Player' under "Current Registrations"
9. The final page as per Screen Shot 4 will now be displayed which requires a simple YES or NO answer to 5 questions.
10. The standard answers would normally be NO, NO, NO, NO, YES
11. Finally click on the Green Save button at the bottom of the page

NB

If you need to enter a Date of Birth it must to be in the format DD/MM/YYYY

The only mandatory data that Play Cricket insists must be entered is:

First Name  
Surname  
Date of Birth  
Post Code  
Player Category (Enter 1)  
Place of Birth (This is Country of Birth)

All other details like telephone number, full address and e-mail address are purely optional though no doubt useful for your own purposes.

For Championship eligibility purposes please ensure that County of residence is always entered

Screen Shot 1

http://hertsover50.play-cricket.com/site\_admin/users?utf8=%E2%9C%93 Play Cricket: Herts 50+

File Edit View Favorites Tools Help

Herts 50+ club site administration (0024) Contact System Helpdesk Exit Administration Logout

Administration | Member Database

### Member Database

Search for: bateman In: Surname Role: Member Of The Website

User Type: All Status: Active Sub-Role:

Search Download Members

Add New Member With This Role Apply This Role To Other Members Send Group Email

Name	ID	Email	Telephone	View	Player Stats	Email	Match	Edit Roles	Remove Role
Steve Bateman *	3473270			Q	📊		↻	👤	✖

\* = Unregistered User    ↻ = Match User    ✖ = Remove Role

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Screen Shot 2

http://hertsover50.play-cricket.com/site\_admin/users/3473270/member\_... Play Cricket: Herts 50+

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Administration | Member Database | Edit Roles Bank

### Roles for Steve Bateman

Web Roles | Officials | Squad Players | League Registered Players | Messaging Groups | Misc

	Status	Start Date
<b>Web Roles</b>		
Member Of The Website	Active <input type="checkbox"/>	20/08/2015
Registered (or linked) to the website in question.		
Main Administrator	<input type="checkbox"/>	
Can update and change every area on the website, including changes to the database.		
Affiliation Administrator	<input type="checkbox"/>	
Can manage affiliation to CCB and membership of a league		
Fixtures Administrator	<input type="checkbox"/>	
Can create, modify and remove fixture details		
News Administrator	<input type="checkbox"/>	
Can create and manage news articles		
Results Administrator	<input type="checkbox"/>	
Can create and modify match results		
		<input type="button" value="Save"/> <input type="button" value="Cancel"/>

Screen Shot 3

http://hertsover50.play-cricket.com/site\_admin/users/3473270/member\_... Play Cricket: Herts 50+

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### Roles for Steve Bateman

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

Please complete mandatory fields

- Player Category cannot be blank.
- Place of Birth cannot be blank.

**First name \***   
**Surname \***   
**Date of Birth \***

**Email**   
**Address \***   
**Address2**   
**Address3**

**Town/City**   
**County**

**Postcode \***   
**Home Telephone**   
**Work Telephone**   
**Mobile Telephone**

**Player Category \***   
**Place of birth \***   
**Date Last Entered UK**

[Save](#) [Cancel](#)

#### Current Registrations

Name	Status	Apply
National 60+/70+ County Championship Registered Player		<a href="#">Apply</a>

#### Other Registrations

League	Club	Status
No records found!		

Screen Shot 4

Browser address bar: [http://hertsover50.play-cricket.com/site\\_admin/users/172346/player\\_non](http://hertsover50.play-cricket.com/site_admin/users/172346/player_non) | Play Cricket: Herts 50+

Page Title: Herts 50+ club site administration (0024) | Contact System Helpdesk | Exit Administration | Logout

Navigation: Administration / Registered Players / Member Details / Player Nominations / Nominate Player

### Nominate Player for National 60+/70+ County Championship Bank

Standard  Player Transfer

Is this player already registered?  
yes  no

Is this player on a debtors list?  
yes  no

Is this player on a child welfare list?  
yes  no

Is this player currently on the Disciplinary List?  
yes  no

Is this player registering before the deadline for their Player Category?  
yes  no  not applicable

Do you wish to supply further information with this player's nomination?

Save Cancel

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