

# LISTEN - LEARN - LEAGUENET NEWSLETTER



## LEAGUENET

[www.support.leaguenet.com.au](http://www.support.leaguenet.com.au)

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Issue #30

### Prepare for Season 2017

As teams are now preparing for the 2017 season, it is important as administrators, we ensure our database is prepared for the season to commence. Please see below checklist of tasks which should be completed (Click on the underlined text for more information):

1. Action all Pending Registrations (Depending on the Leagues Approval settings, these may only be able to be actioned by the League)
2. Action all Clearance Submission Requests
3. Action all Pending Clearance/Permits
4. Check that all Players/Referees (involved in a clearance) have completed the final step of the process being the Registration Form. If the Participant has not, you can re-send the clearance email to the participant
5. If you are still awaiting retuning the participants in your club to register, prompt them with a Renewal Email
6. Once your teams have been set-up by your League, assign your staff (Coaches and Volunteers) and assign your players to teams

### PlayNRL Rewards

PlayNRL Rewards is a program to thank participants for their involvement in Rugby League, the NRL are pleased to offer junior players (aged 4-15), volunteers, coaches and officials the opportunity to redeem FREE tickets to the NRL Telstra Premiership (conditions apply).

If eligible participants are your club/association have not received their login details for the current season they can visit [www.playnrlrewards.com](http://www.playnrlrewards.com) and select 'Contact Us'.

### Feature Reminder -

#### Clearance Submission Requests

This feature, enables a player/match official to send a Clearance Submission Request to the club they wish to register to for the upcoming season.

The request, can then be approved or denied by the club administrator. The club administrator will then be taken directly to the screen to request a clearance without having to enter in the participants details. For more information on these enhancements, please select the following LeagueNet Support Articles:

1. How to Action a Clearance Submission Request (administrator)
2. How to Send a Clearance Submission Request

### RFL on LeagueNet!

Exciting news, the UK's Rugby Football League is now on the LeagueNet Database. This means if a player is coming to your club from the UK, you will be able to submit online Clearance Requests! The RFL now joins Australia, NZ, Tonga and Samoa who are already on the LeagueNet Database.

### New Feature

#### Search via a Participant's Email

The advanced search function in the National Database now enables administrators to search via a participants (or parents) email address. A great feature to review the participants which are registered under the one email address and to find participants in your club/association. You can find the advanced search function under the search bar on your club/association's database.

