## REFEREE HELP GUIDE

## Step 1. Download the App

IOS App Store - https://apps.apple.com/us/app/squadi/id1614546003
Google Play - https://play.google.com/store/apps/details?id=com.wsa.squadi

You should have received an email with your log in credentials (Please note this can deliver to Spam). If you do not receive this email please contact Competition Organisers.

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Step 2. Uploading Bank Details - Referees can add their bank details by navigating to More > My Profile > My Full Profile you will then be prompted to 'Upload Bank Details' Follow the steps.


Please note: That if you do not have an ABN you MUST select 'Sole Trader'. You will also be required to upload a form of ID.


Step 3. Setting Un-availability - Referees can set their availability via More > Referee Availability tab. Simply enter the week and select your availability > Save.



My Profile

Referee Availability
$\begin{array}{ll}\text { News } & > \\ \text { Shop } & >\end{array}$



## squadi

Availability (only applied to referee assignments)

Apply to Venue(s) (3)
$\checkmark$ All Venues

Select Available Hours
$\checkmark$ Monday
09:00
16:00

+ Add Timeslot

| Tuesday | Not Working |
| :--- | :--- |
| Wednesday | Not Working |
| Thursday | Not Working |
| Friday | Not Working |
| Saturday | Not Working |

Step 4. Viewing your Schedule - Once logged in, the home screen will be populated with "Your Schedule" this will list all matches you have been allocated to referee in order of start time. You can accept or decline these appointments by selecting Yes or No. Note That the competition organiser can set a time period in which you can decline an appointment.


Step 5. Viewing Team sheets, Team officials, Referee details, Reporting incident

Click on the match card > and you will be taken to this screen.

```
1:12 ..11 & 70.
Game Details
Thu 27 Apr, 01:45 PM
(0)
- Refereeing - Epping FC vs Roselea FC
    1st GradeB/2
    Team Sheet
    Game Reterees
A Report Incident
(0) Field 1
Verify Action Log \& Scores
```

Here you will be able to edit Team sheets the managers have submitted, View appointed referee details for that match, and report incidents.



Match referee

Name Richard Lee - 0420977558

Assistant Referee 1

Name
Gavin HsktIk - 0411144122

Assistant Referee 2

Name Rob Cav-1231231231

4th Official

Name Andy Allan - 0401283109

Validated by

Richard Lee


Other

Discipline

Referee Report

Injury - Concussion

Injury - Sprain

Injury - Fracture

Injury - Wound/Bleeding

Injury - Other


Step 6. Entering the match results - at the conclusion of the game tap on the referee card then; click the 'Timeline +' and enter either the foul, goal or substitution by player. Once completed click 'Verify' this match will then remove from your schedule.
 coming on the field then select $\overline{\text { Done' }}$


Goal
Foul
Update Lineup


