

# 2022 WAFC PLAYHQ

Introduction of new competition management system



# PLAYHQ TRANSITION

## FAST FACTS FOR CLUBS

### WHAT IS PLAYHQ

- PlayHQ is a multi-sport platform, having recently onboarded other sporting bodies including Basketball Victoria, Cricket Australia and Netball Australia.
- The AFL, AFL and its State/Territory affiliates, will transition to PlayHQ for Community Football for the 2022 season and beyond.
- PlayHQ will replace GameDay (also known as SportsTG or Footyweb).
- PlayHQ was successfully launched for NAB AFL Auskick and AFL9s in season 2021.

### WHY WE ARE MOVING TO PLAYHQ?

- The AFL consistently received feedback that the code needed to invest in modern, user-friendly technology to power Community Football.
- The PlayHQ platform is an intuitive and easy to use digital experience. It will significantly reduce the administrative burden on our volunteers & administrators.
- Simple live-scoring technology and entry of match day results via mobile.
- Ability to continue to enhance our competition management and registration platform to meet the evolving needs of Community Football.
- Ability to integrate with other world-leading providers (e.g. MailChimp, Wix).

### WHEN IS THE TRANSITION?

- Training and onboarding - commences October 2021
- Registrations open - 1 November, 2021
- Competitions commence - from March, 2022

### WHAT IT WILL COST?

- FOR CLUBS - Reduced platform fee of 1.8% (compared to the current 3.9% with GameDay) which encourages clubs to take online registration payments and reduce volunteer burden in chasing manual payments.
- FOR PLAYERS - From season 2024, a \$1.75 per participant fee will be charged which will be reinvested back into the platform to continue to enhance the system's features and capabilities
- FOR CLUBS & PLAYERS - Overall, the cost to clubs and participants for transactions on the platform are lower through PlayHQ than the previous platform

### WHAT CLUBS NEED TO DO?



**AWARENESS & EDUCATION** - Look out for webinar details and website announcements  
**SEPTEMBER**



**ACTIVATE PLAYHQ ADMIN ACCESS** - Look out for an email from WAFC staff with an invitation to activate your account  
**FROM 4 OCTOBER**



**REGISTER & ATTEND TRAINING** - You will receive an email outlining the online training schedule including how to book your spot  
**BEGINS 4 OCTOBER**



**COMPLETE THE SEASON START CHECKLIST** - You will receive a checklist with a few actions to complete in PlayHQ to prepare your Club for the 2022 season  
**FROM 4 OCTOBER**



**ENJOY THE OFF-SEASON** - But keep an eye out for keen players and new registrations  
**DEC-JAN**



**WE WILL CONNECT ABOUT MATCH DAY SETUP**  
**FEB 2022**

### WHAT SUPPORT IS AVAILABLE?



Webinars



1-2-1 Support Sessions



User Guides



Ongoing support from the AFL Stakeholder Services Team



Short digestible videos

FOR MORE INFORMATION PLEASE [CLICK HERE](#)

Email: clubhelp@afl.com.au | Call: 1800 PLAYAFL | Visit: [www.afl.com.au/clubhelp/playhq](http://www.afl.com.au/clubhelp/playhq)



# TIMELINE FOR TRAINING



## October

- Introduction to Play HQ
- Season Setup Training

## January

- Season Setup and Gameday Training

## March

- Gameday Training

2022

## November

- Play HQ goes live (Nov 1)
- 2022 Registrations open (Nov 1)
- Season Setup Training

## February

- 2022 National Transfer Window opens (Feb 1)
- Gameday Training

## April

- Season Start



Training on PlayHQ for all Metro Junior Clubs will start in October. We request that all clubs follow the training plan set out below. If for any reason you cannot complete the training within the below timeframe, can you please advise your Conference Team Leader

1. Clubs attend an AFL Season Setup training session – Week 1,2 or 3 October
2. Once Clubs have attended their first AFL session, they will receive an invite to PlayHQ
3. Attend a WAFC run training session - Week 4 October, Week 1 or Week 2 November
4. *Clubs that require further assistance can book a one-on-one WAFC training session – Week 3 November*
5. *Clubs that require additional training to the above can request assistance from WAFC and/or book a 30-minute, one-on-one session with AFL in Week 4 November*
6. Attend Gameday training sessions in January, February or March. Sessions also available in April that can be used as a refresher session, or for late Team Manager appointments.





Webinar training plays an important role in a successful training and onboarding program. The AFL will be hosting a substantial number of webinar sessions each month for users.

- The following pages have links to the Webinars that are relevant to clubs.
- These will be run on various days and times including outside business hours and on weekends. Each webinar session only needs to be attended once and will be recorded and placed in the [AFL Online Learning Library](#).
- Webinars will be delivered online using WebEx video conferencing software, simply select the time and date that corresponds to your role in footy.
- Once you have filled out your details, you will be sent automatic reminders that your session is coming up, and be able to manage your booking.



Play HQ Season Setup Training Webinars for Club Administrators will be held throughout October. These Webinar sessions will cover the following topics: To register click on one of the below calendar links

1. System Access	8. Custom Fields	15. Participant Search & Management
2. Adding my Organisations details	9. Merchandise Setup	16. Player Points
3. Providing access to Admins	10. Registration Form & Fees Setup	17. Coach Registration & Accreditation
4. General Settings	11. How participants register	18. Reports
5. Transfer/Permit Settings	12. Profile Matching process	19. Mailchimp/Communications
6. Registration Setting	13. New Registrations & Approve/Deny Process	20. Websites
7. Family Discounts	14. How participants submit a Transfer & Approve/Deny process	21. Q&A

October

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5 4:00pm – 6:00pm <a href="#">Register</a>	6	7 6:00pm – 8:00pm <a href="#">Register</a>	8	9	10
11 4:00pm – 6:00pm <a href="#">Register</a>	12	13 5:00pm – 7:00pm <a href="#">Register</a>	14	15	16	17 11:00am – 1:00pm <a href="#">Register</a>
18	19 4:00pm – 6:00pm <a href="#">Register</a>	20	21 5:00pm – 7:00pm <a href="#">Register</a>	22	23	24
25	26	27 4:30pm – 6:30pm <a href="#">Register</a>	28	29	30	31



Play HQ Season Setup Training Webinars for Club Administrators will be held throughout November. These Webinar sessions will cover the following topics: To register click on one of the below calendar links

1. System Access	8. Custom Fields	15. Participant Search & Management
2. Adding my Organisations details	9. Merchandise Setup	16. Player Points
3. Providing access to Admins	10. Registration Form & Fees Setup	17. Coach Registration & Accreditation
4. General Settings	11. How participants register	18. Reports
5. Transfer/Permit Settings	12. Profile Matching process	19. Mailchimp/Communications
6. Registration Setting	13. New Registrations & Approve/Deny Process	20. Websites
7. Family Discounts	14. How participants submit a Transfer & Approve/Deny process	21. Q&A

November

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1	2	3 5:00pm – 8:00pm <a href="#">Register</a>	4	5	6	7 11:00am – 1:00pm <a href="#">Register</a>
8	9 4:00pm – 6:00pm <a href="#">Register</a>	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					



Play HQ Season Setup Training Webinars for Club Administrators will be held throughout January. These Webinar sessions will cover the following topics: To register click on one of the below calendar links

1. System Access	8. Custom Fields	15. Participant Search & Management
2. Adding my Organisations details	9. Merchandise Setup	16. Player Points
3. Providing access to Admins	10. Registration Form & Fees Setup	17. Coach Registration & Accreditation
4. General Settings	11. How participants register	18. Reports
5. Transfer/Permit Settings	12. Profile Matching process	19. Mailchimp/Communications
6. Registration Setting	13. New Registrations & Approve/Deny Process	20. Websites
7. Family Discounts	14. How participants submit a Transfer & Approve/Deny process	21. Q&A

January

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 5:00pm – 7:00pm <a href="#">Register</a>	19	20 6:00pm – 8:00pm <a href="#">Register</a>	21	22	23
24	25	26	27 4:00pm – 6:00pm <a href="#">Register</a>	28	29	30 11:00am – 1:00pm <a href="#">Register</a>
31						





# JANUARY GAMEDAY TRAINING FOR REGISTRARS AND TEAM MANAGERS



Play HQ Gameday Training Webinars for Club Administrators and Team Managers will be held throughout January. These Webinar sessions will cover the following topics: To Register click on the below calander link

1. How to add Players to Teams	4. How to apply for Gameday Permits	7. How to setup & use the Team Manager Portal
2. How to print Gamesheets	5. How to use LiveScore	8. How Coaches register & accredit
3. How to enter Results & Stats	6. How to enter in Awards	9. Q&A

January

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 5:00 – 7:30pm <a href="#">Register</a>
31						



Play HQ Season Setup Training Webinars for Club Administrators will be held throughout February. These Webinar sessions will cover the following topics: To register click on one of the below calendar links

1. System Access	8. Custom Fields	15. Participant Search & Management
2. Adding my Organisations details	9. Merchandise Setup	16. Player Points
3. Providing access to Admins	10. Registration Form & Fees Setup	17. Coach Registration & Accreditation
4. General Settings	11. How participants register	18. Reports
5. Transfer/Permit Settings	12. Profile Matching process	19. Mailchimp/Communications
6. Registration Setting	13. New Registrations & Approve/Deny Process	20. Websites
7. Family Discounts	14. How participants submit a Transfer & Approve/Deny process	21. Q&A

February

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 4:00pm – 6:00pm <a href="#">Register</a>	2	3 6:00pm – 8:00pm <a href="#">Register</a>	4	5	6
7 4:00pm – 6:00pm <a href="#">Register</a>	8	9 5:00pm – 7:00pm <a href="#">Register</a>	10	11	12	13 11:00am – 1:00pm <a href="#">Register</a>
14	15 4:00pm – 6:00pm <a href="#">Register</a>	16	17 5:00pm – 7:00pm <a href="#">Register</a>	18	19	20
21	22	23 4:30pm – 6:30pm <a href="#">Register</a>	24	25	26	27
28						



# FEBRUARY GAMEDAY TRAINING FOR REGISTRARS AND TEAM MANAGERS



Play HQ Gameday Training Webinars for Club Administrators and Team Managers will be held throughout February. These Webinar sessions will cover the following topics: To register click on the below calendar link

1. How to add Players to Teams	4. How to apply for Gameday Permits	7. How to setup & use the Team Manager Portal
2. How to print Gamesheets	5. How to use LiveScore	8. How Coaches register & accredit
3. How to enter Results & Stats	6. How to enter in Awards	9. Q&A

February

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28 5:00pm – 7:30pm <a href="#">Register</a>						



# MARCH GAMEDAY TRAINING FOR REGISTRARS AND TEAM MANAGERS



Play HQ Gameday Training Webinars for Club Administrators and Team Managers will be held throughout March. These Webinar sessions will cover the following topics: To register click on the below calendar link

1. How to add Players to Teams	4. How to apply for Gameday Permits	7. How to setup & use the Team Manager Portal
2. How to print Gamesheets	5. How to use LiveScore	8. How Coaches register & accredit
3. How to enter Results & Stats	6. How to enter in Awards	9. Q&A

March

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1	2 5:00pm – 6:30pm <a href="#">Register</a>	3	4	5	6
7	8	9	10 6:00pm – 7:30pm <a href="#">Register</a>	11	12	13 11:00am – 12:30 <a href="#">Register</a>
14	15	16	17 5:00pm – 6:30pm <a href="#">Register</a>	18	19	20
21	22 4:00pm – 5:30pm <a href="#">Register</a>	23	24	25	26	27
28	29	30 5:00pm – 6:30pm <a href="#">Register</a>	31			



# APRIL GAMEDAY TRAINING FOR REGISTRARS AND TEAM MANAGERS



Play HQ Gameday Training Webinars for Club Administrators and Team Managers will be held throughout April. These Webinar sessions will cover the following topics: To register click on the below calendar link

1. How to add Players to Teams	4. How to apply for Gameday Permits	7. How to setup & use the Team Manager Portal
2. How to print Gamesheets	5. How to use LiveScore	8. How Coaches register & accredit
3. How to enter Results & Stats	6. How to enter in Awards	9. Q&A

April

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4	5 5:00pm – 6:30pm <a href="#">Register</a>	6	7 6:30pm – 8:00pm <a href="#">Register</a>	8	9	10
11 4:30pm – 6:00pm <a href="#">Register</a>	12	13 5:00pm – 6:30pm <a href="#">Register</a>	14	15	16	17
18	19 4:30 – 6:00pm <a href="#">Register</a>	20	21 5:00pm – 6:30pm <a href="#">Register</a>	22	23	24
25	26	27	28	29	30	





See below for terminology changes from SportsTG to PlayHQ system.

<b>SportsTG</b>	PlayHQ
<b>Competition</b>	Grade
<b>Database</b>	Admin Portal
<b>Deregistered</b>	Life Ban
<b>Incidents &amp; Suspensions</b>	Discipline
<b>Match Results</b>	Gameday
<b>Member</b>	Participant
<b>Percentage Wins Ladder (Match Ratio)</b>	Ladder Points Average
<b>Products</b>	Fees
<b>Schedula</b>	OfficialsHQ
<b>Selected Players</b>	Line Up
<b>State/Region</b>	Admin Body
<b>Team Sheet</b>	Game Sheet
<b>Type</b>	Format
<b>Type 1 Match Day Permit</b>	Gameday Permit
<b>Type 2 Local Interchange Permit or Type 3 Temp Transfer</b>	Season permit
<b>Users</b>	Admins
<b>Venue Allocation</b>	Domestic



Comp.	Role	Name	Email
AFLMWA	Board Administrator	Patrick Abbott	administrator@aflmasterswa.com.au
WAFC	Participation Platforms Coordinator	Maree Power	mpower@wafc.com.au

