



Updating Player Email Address -

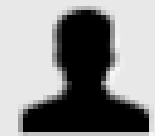
Step by Step Guide on How to update a players email through WGS. (Club)



Updating Player Email Address (Club)



Dashboard



My Account



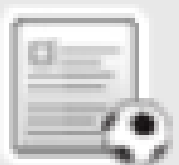
Invoices



Equality &
Diversity



My Clubs and
Teams



Club Requests

Notifications

Unread

All

No notifications to display



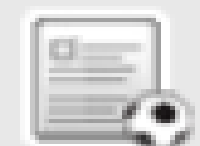
Dashboard



Safeguarding



Player
Registration



Discipline



Matches



Club Officials



Team Officials

Club Dashboard for Leicestershire Test



You have NO unread notifications.

Current Suspensions

		Term	Football level	Start Date	End Date
No results found!					

Step 2 – Click on Player
Registration tab

Pending Suspensions

Case ID	Offender	Term	Football level	Start Date	End Date
No results found!					

Details

Leicestershire Test

Current Season Affiliation Number

FA Charter Standard

Status None

Type None

Discipline

Club Status Not Suspended

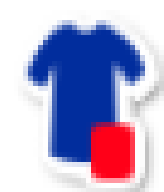
Suspended Teams 0



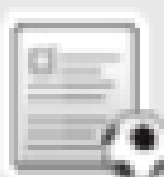
Dashboard



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Matches

PLAYER REGISTRATION

Season

2018 - 2019 ▼

Please select one from the following options-

Players

1

Players Pending
Parental Consent

0

Detached Players

0

Transfers

0

Notices of
Approach

0

Step 3 – Filter by name so that the player appears in the list below

 Select All

 Filter by name, FAN

 Search for Player

Team ▼ League ▼ Age ▼ Gender ▼ League Reg ▼ Consent ▼ Photo ▼

clear filters

Expand All ▼

☐  Test Player (101)

#62124875



Step 4 – Left click on the players name to go to the player information page



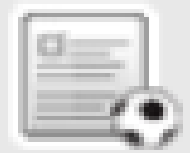
Dashboard



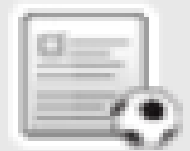
Safeguarding



Player
Registration



Discipline



Matches



Club Officials



Contact Details



[edit details](#)

Step 5 – Click 'edit details'

[Detach from Club](#)

Test Player (62124875)

27/10/1917

Male

Nationality:

Country of birth:

English qualified player: No

Leicestershire & Rutland County Football Association Ltd

Dog & Gun Lane

Whetstone

LEICESTER

LE8 6FA

Contact Details

POSTCODE

LE8 6FA

Lookup address

ADDRESS LINE 1

Leicestershire & Rutland County F

ADDRESS LINE 2

Dog & Gun Lane

TOWN

LEICESTER

County

Step 6 – Scroll the page to the bottom and enter email address

EMAIL ADDRESS

info@LeicestershireFA.com

PersonalWork

Telephone Number

MobileHomeOffice

By continuing, you are confirming that any individuals’ data you are providing, or updating, is correct to the best of your knowledge, and that these individuals have given you permission to provide/update their details.

Step 7 – Click ‘save changes’

Save Changes