



User Manual

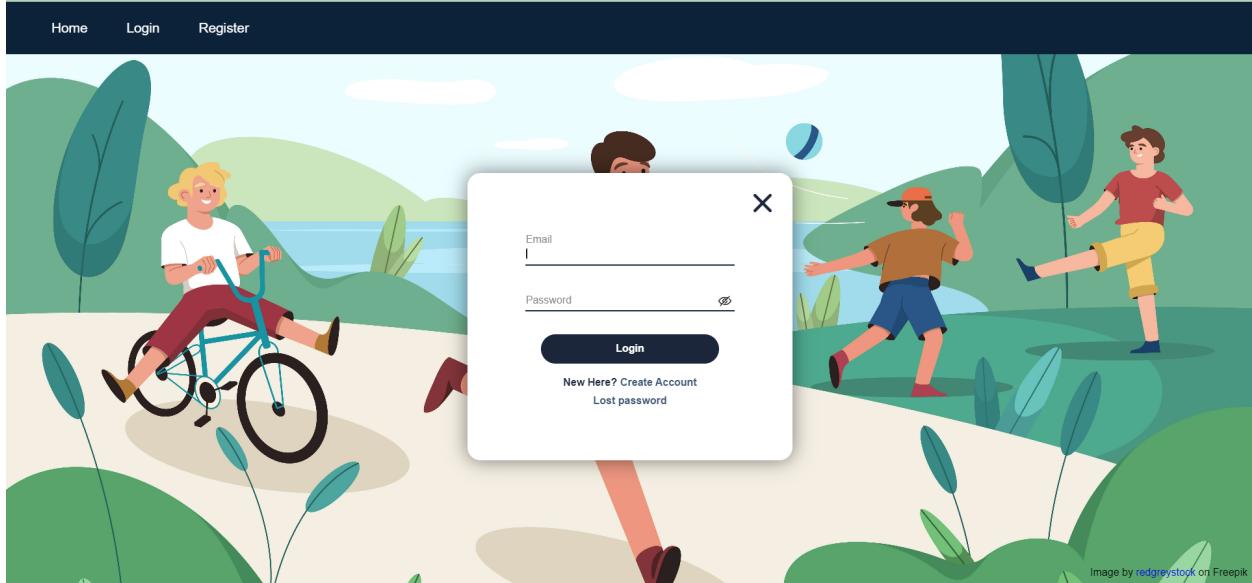
Team 900

Registering	3
Confirming Your Account	4
Dashboard	4
Editing your profile	5
Adding sports you are interested in	5
Editing your profile picture	5
Creating a Team	6
Team Profile page	6
Editing Team profile	6
Editing a team profile picture	6
View All Users page	6
View all teams page	7
View profile dropdown	7
Create Activity	7
Reset Password Feature	8
Join a Team	9
Edit Team Member Roles	9
Viewing My Activities	9
Viewing team Activities	10
Create Formation	10
Create a Club	11
View Club	12
Edit Club	12
Adding Activity Statistics	12

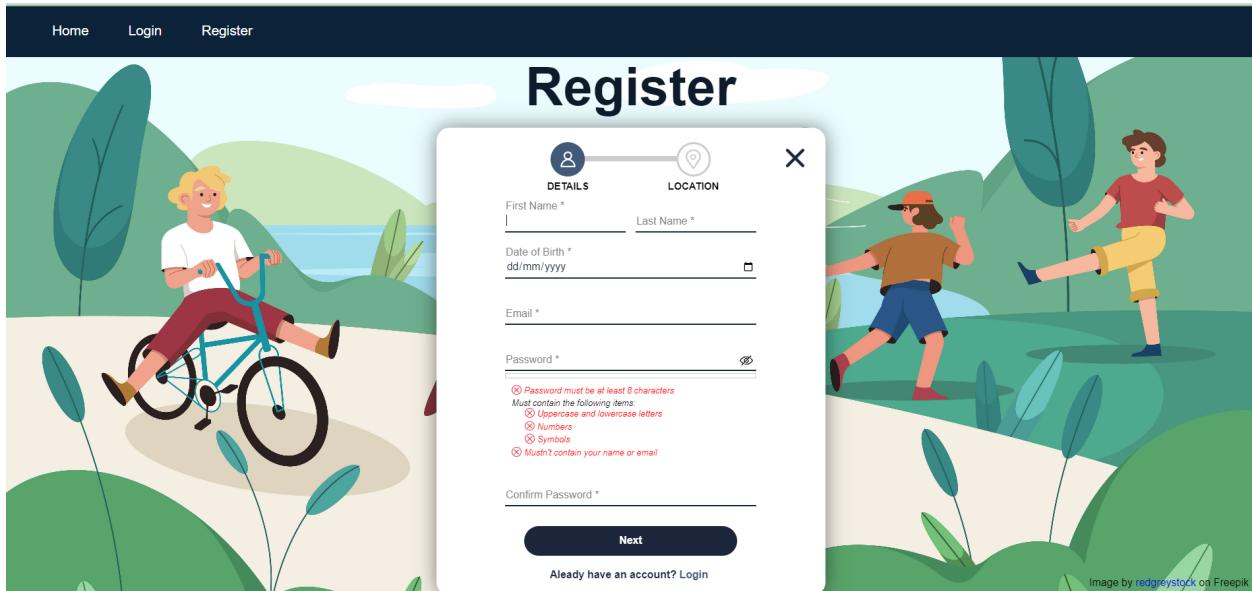
	3
Team Statistics	14
Becoming a Federation Manager	14
Inviting Other Users To Become Federation Manager	15
Edit line-up	15
Whiteboard	16

Registering

When you access the [website](#) URL you are taken to the login page, this will look as follows:



Here you can choose to login if you have an existing account or you can click on "Create Account" under the login form or "Register" in the nav bar to create a new account.



To register you need to provide:

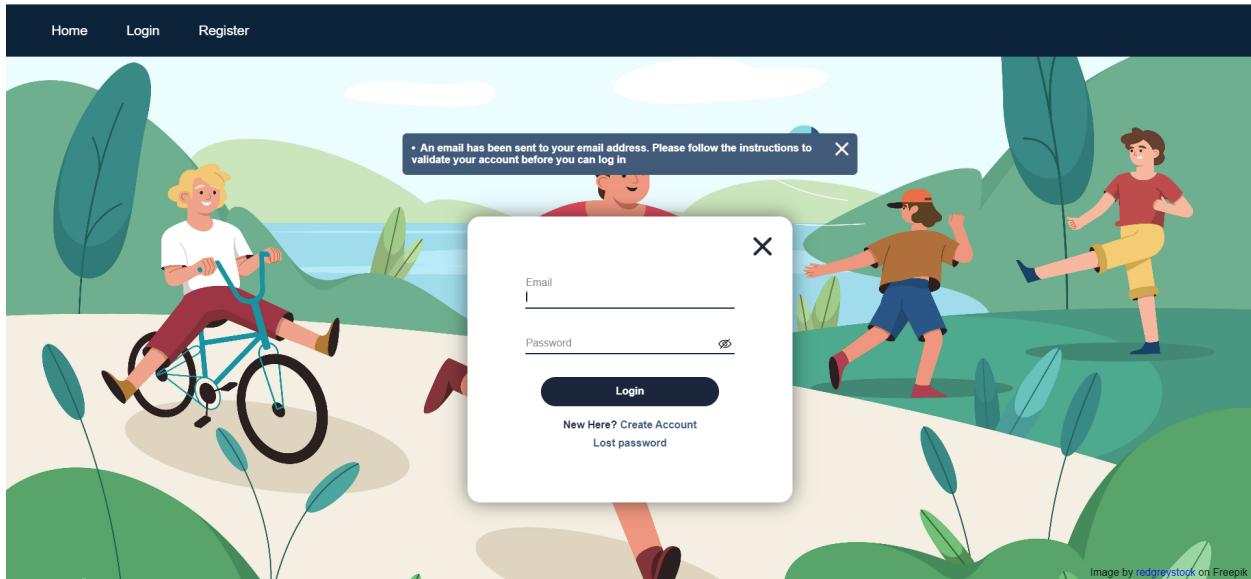
- First name
- Last name

- Date of birth
- Email
- Password
 - This must meet the following requirements
 - Must be at least 8 characters in length
 - Must include both upper and lowercase letters
 - Numbers and Symbols
 - This password cannot contain your name or email.
- City
- Country

Once you have filled in these fields with valid values (the personal details and location are split into separate screens), click register. You will then be redirected to the login page.

Confirming Your Account

After registering your account, you'll be taken to the login page where a message will display informing you that an email has been sent with the link to confirm your account.



In your mail inbox you will receive an email from team900.tab@gmail.com with your confirmation link (This email may take a few minutes to arrive, if it's taken longer than 5 minutes please check your spam/junk folder). You have 2 hours before the confirmation link expires, and using that link you will be taken to the login page of the website. You'll see a message telling you that your account has been confirmed. Then you are free to login to TAB.



TAB

Hello, Team!

Please click below to confirm your account.

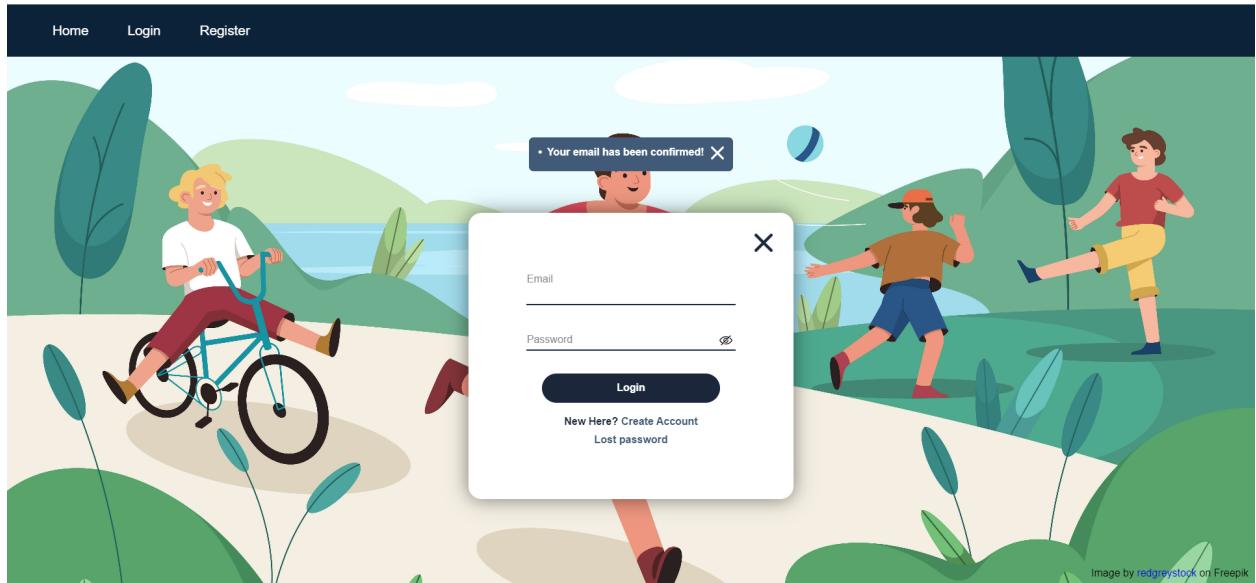
Confirm Account

or, go to <https://csse-s302g9.canterbury.ac.nz/test/confirm?token=3c0e03c4d7de>

Regards,

TAB - Team 900

This is an example of an account confirmation email.

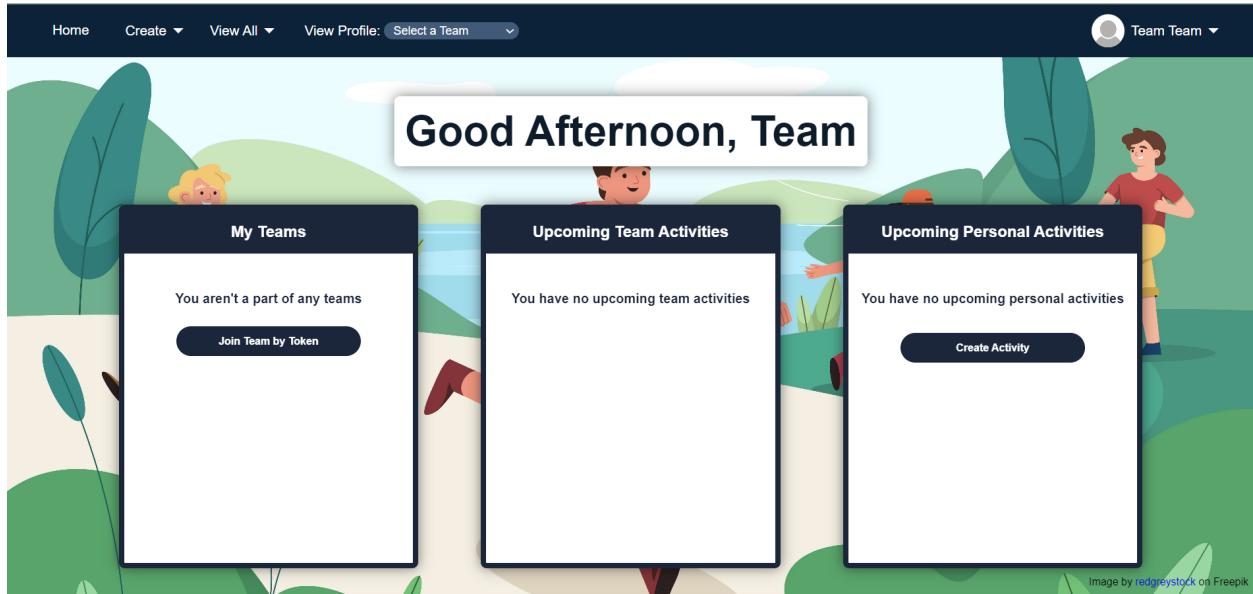


This message will display when your account has been successfully confirmed.

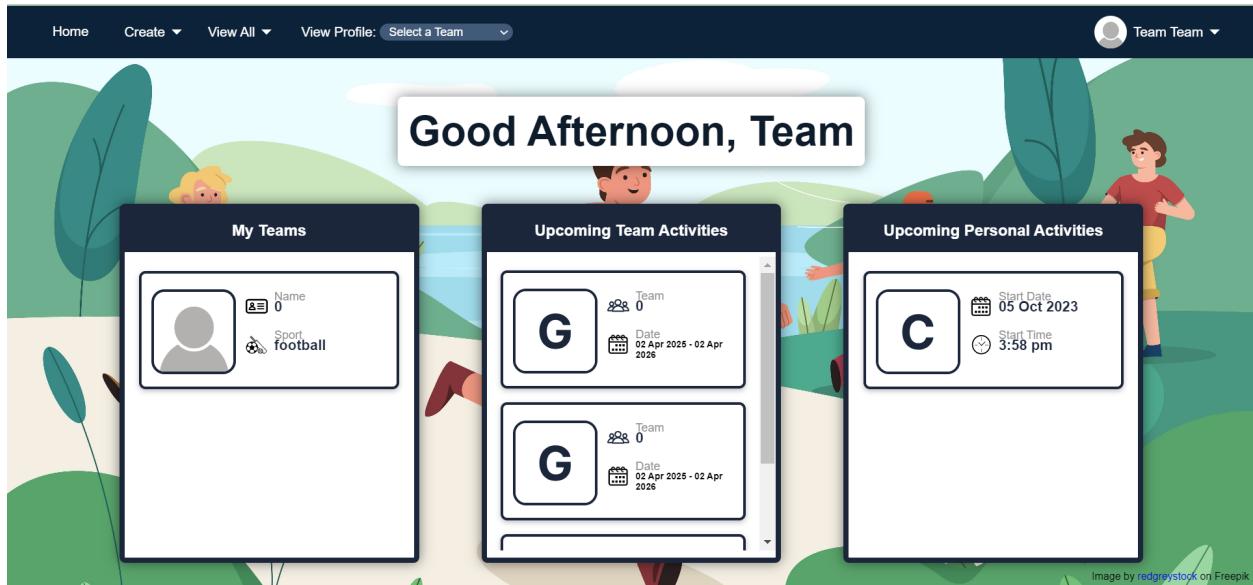
Note: You are not able to log in to your account before confirming your account.

Dashboard

Once logged in you'll see your dashboard. This is what it will look like immediately after creating your account.



Once you're in teams and created personal activities you will see the teams displayed in the left hand section, and upcoming team and personal activities displayed in the other two sections.



Editing your profile

From the View user page, Click on the 'Edit Profile' button, You will see the page below:

Edit User

- Password

Update Password

- Details

First Name *	Last Name *
Team	Team
Email *	
cimerj338@armablog.com	
Date of Birth *	
02/03/2000	
Favourite Sports	
<input type="text"/>	

- Location

Address Line 1	Address Line 2
Suburb	
Postcode	
City *	
chch	
Country *	
chch	

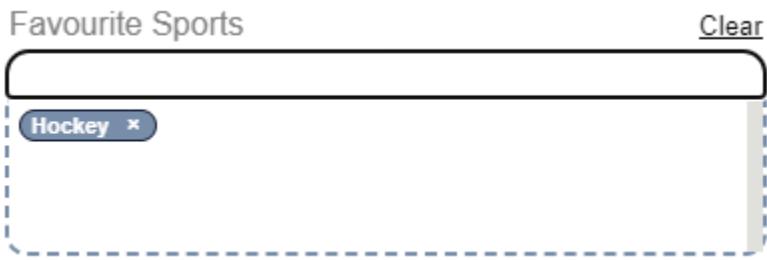
Save

Cancel

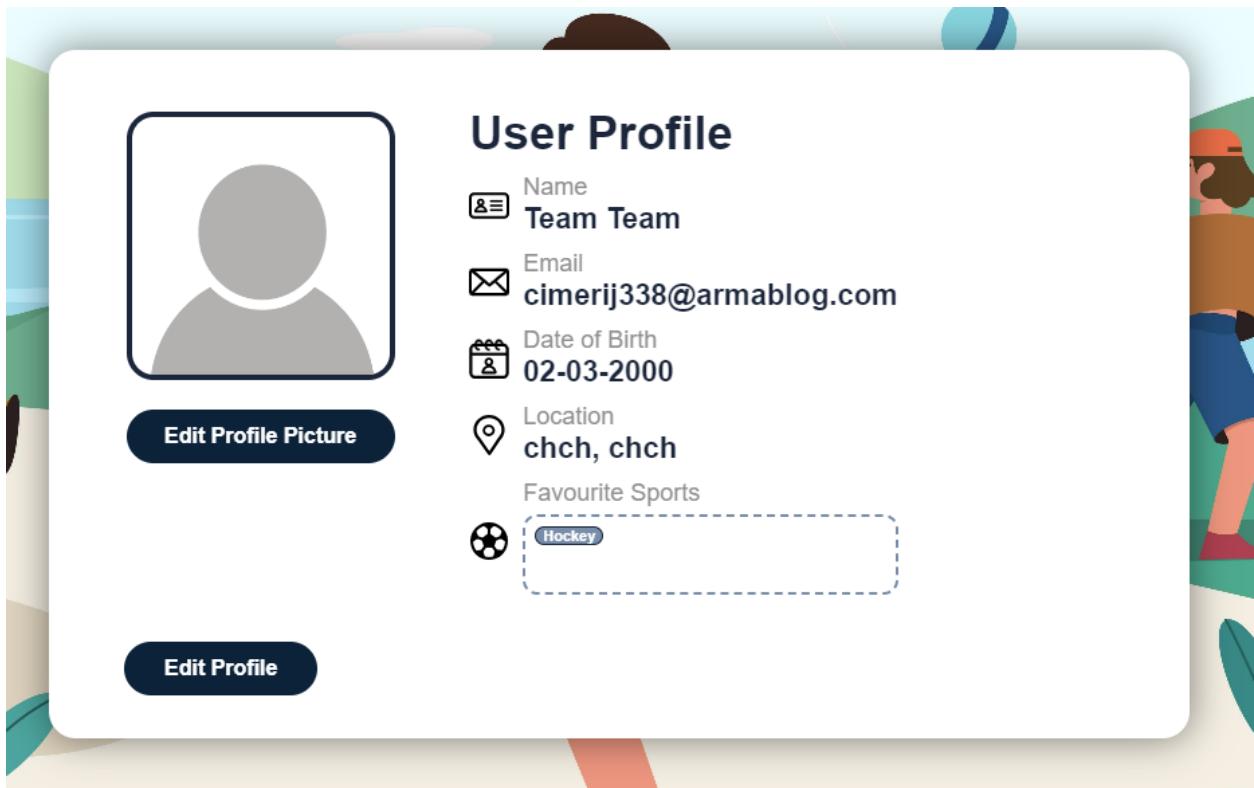
From this page you can update your name, email, location, date of birth, add favorite sports and update your password.

Adding sports you are interested in

From the edit profile page, to create a new sport interest, click on the text box and type a sport you are interested in, from there press enter and your sport will be added.

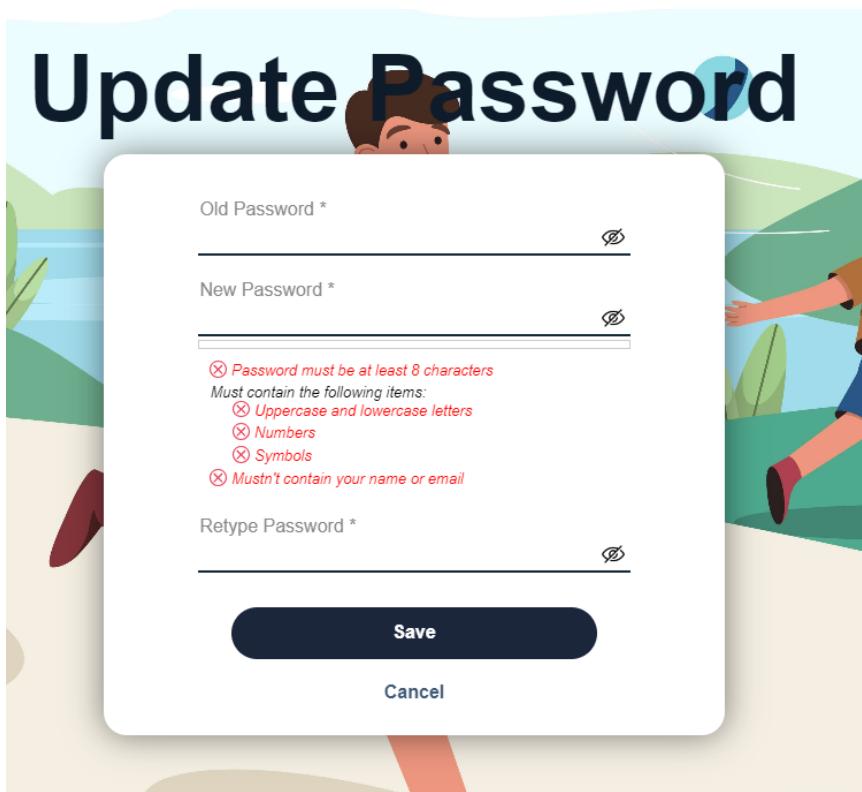
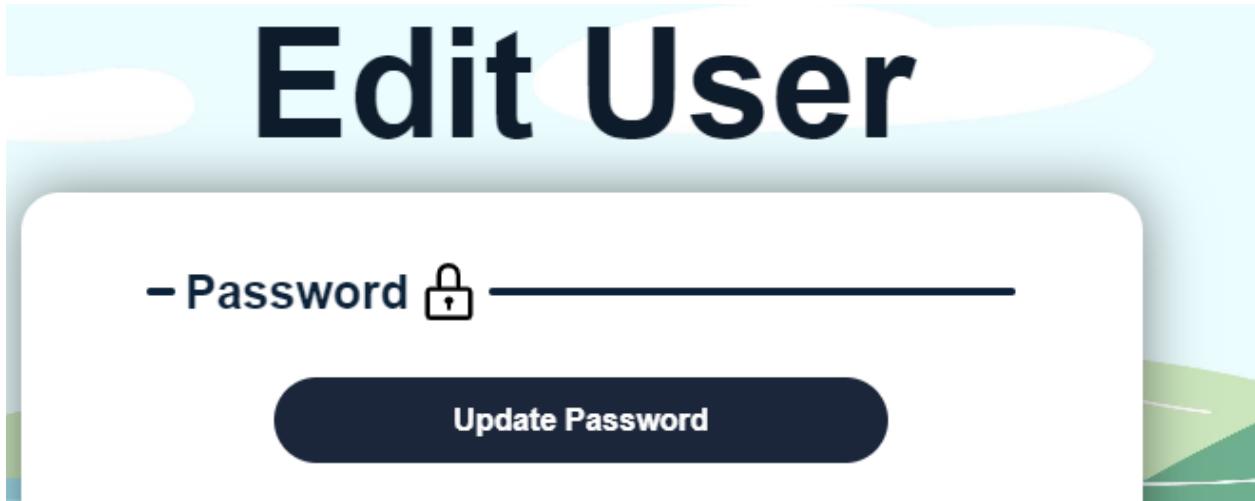


Once you click the save button, your changes will be updated.



Update Password

If you wish to update your password, first you need to navigate to the edit user page.

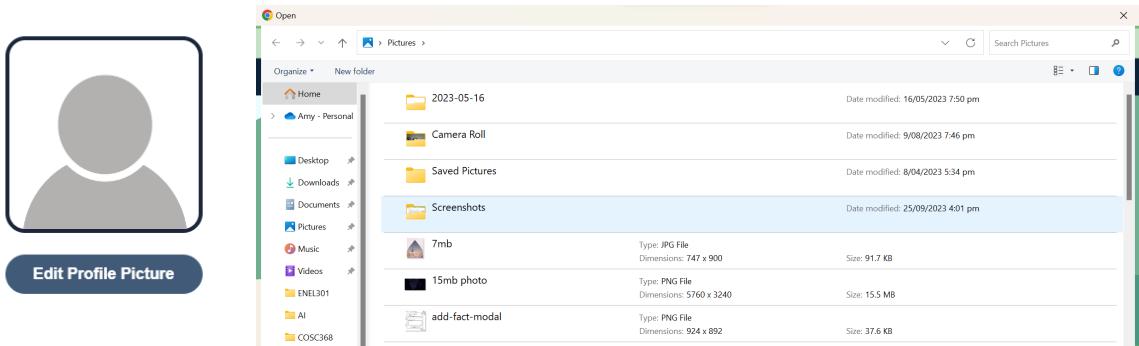


You must provide the correct original password and then a new password, and a retype to confirm the new password that matches the same password requirements as when registering.

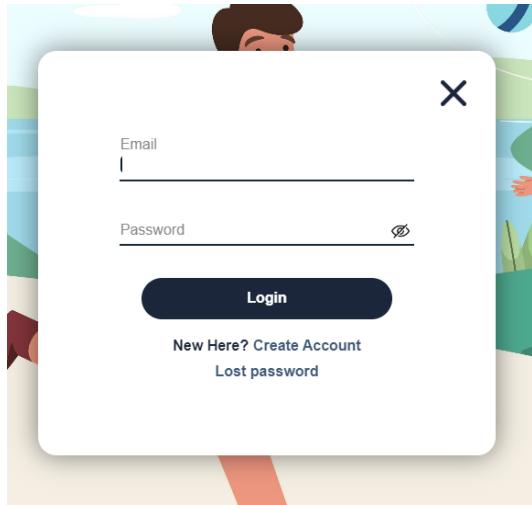
- Password requirements
 - Must be at least 8 characters in length
 - Must include both upper and lowercase letters
 - Numbers and Symbols
 - This password cannot contain your name or email.

Editing your profile picture

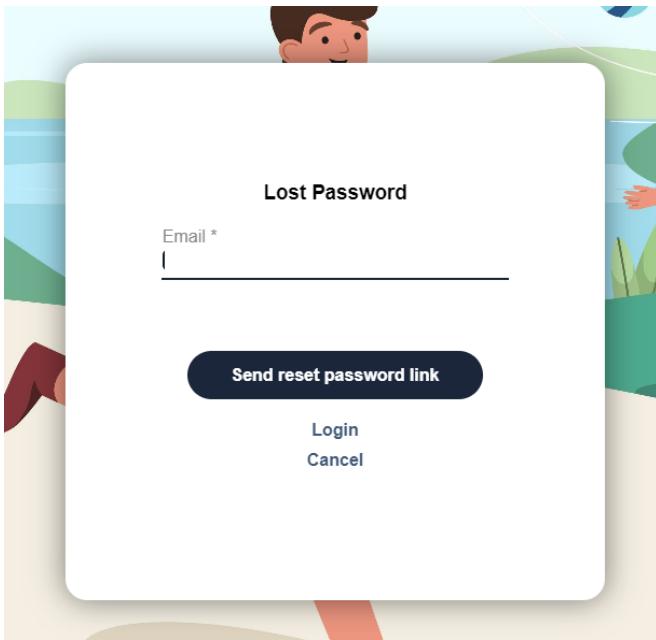
To edit your profile picture, click on the 'Edit Profile Picture' button on the View User page. This will open up a file picker, from there navigate through your files and upload the desired photo.



Reset Password



If you forget your password, you can reset it by first navigating to the login page and clicking the 'Forgot Password' link. You will be presented with the forgot password form where you can enter the email address of your account.



If the account is registered with the system you will receive an email with a unique token link to reset your password (check your spam too). Clicking the link will take you to your unique reset password page where you can create a new password, adhering to the password requirements.



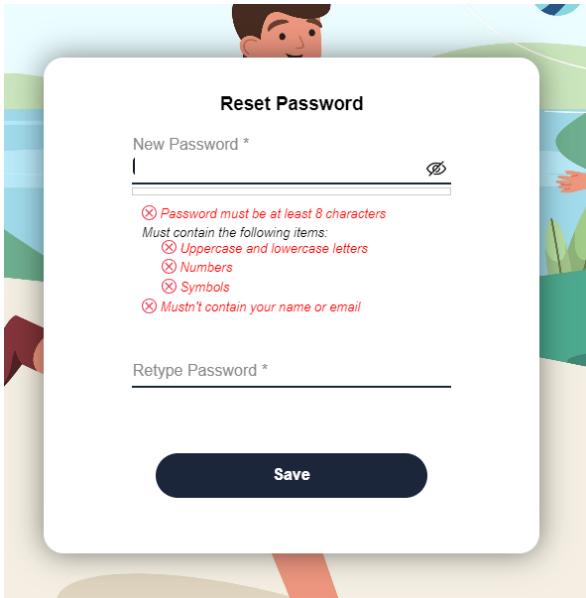
or, go to <https://csse-s302g9.canterbury.ac.nz/test/reset-password?token=2594aad34299>

If you did not request a password reset, you can safely ignore this email.

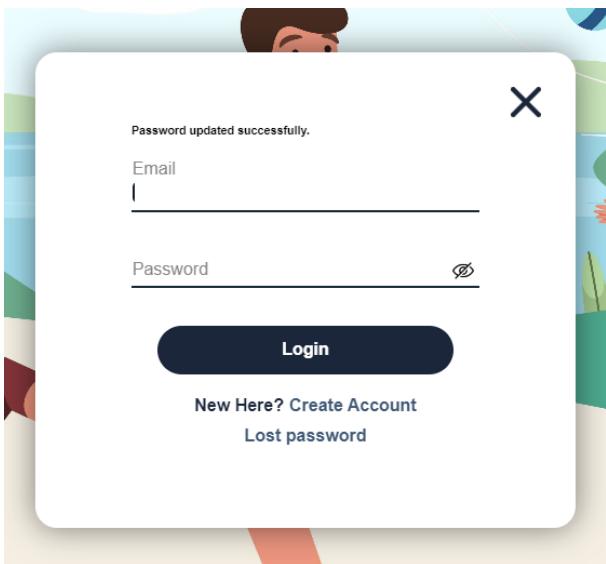
Regards,

TAB - Team 900

Note: that the reset password link will expire 1 hour after being sent.

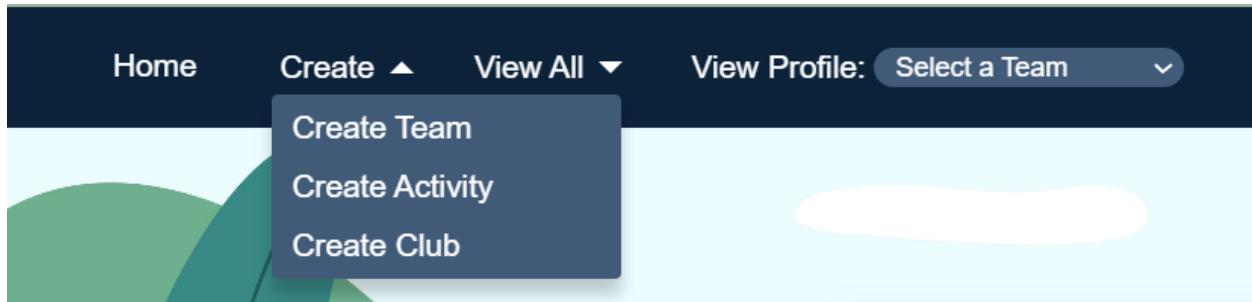


Once you reset your password, you will be directed to the login page where you can login with your new password.



Creating a Team

To create a team, click on the 'Create Team' button. From here input your team's details.



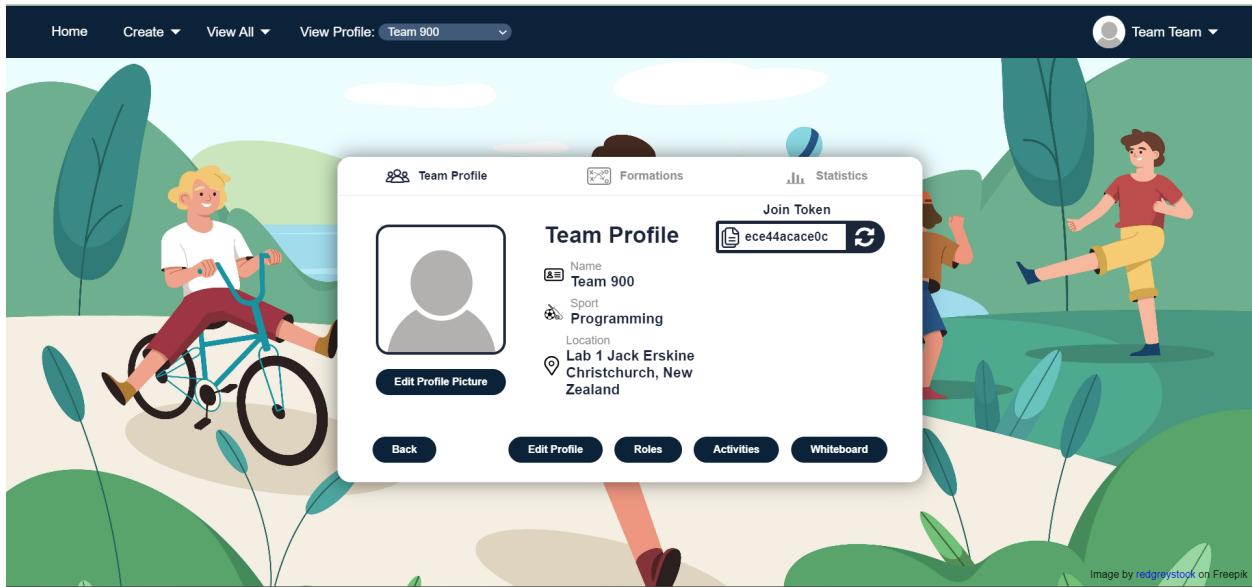
The screenshot shows a 'Create Team' form overlaid on a background illustration of a person riding a bicycle. The form contains the following fields:

- Name *
- Sport *
- Address Line 1 Address Line 2
- Suburb Postcode
- City * Country *

At the bottom of the form are two buttons: a dark blue 'Create' button and a light blue 'Cancel' button.

And click create, this will direct you to the Team profile page.

Team Profile page



From here you can edit your team's profile*, add a profile picture to differentiate your team*, update the roles of team members*, view the teams activities and create whiteboard recordings* for your team.

Note: The asterisks indicate actions only able to be performed by a teams manager or coach.

Editing Team profile

Click on the edit profile button in the team profile page.

Name *	Sport *
Team 900	Programming
Address Line 1	Address Line 2
Lab 1	Jack Erskine
Suburb	Postcode
City *	Country *
Christchurch	New Zealand
Save	
Cancel	

From here you can save your changes

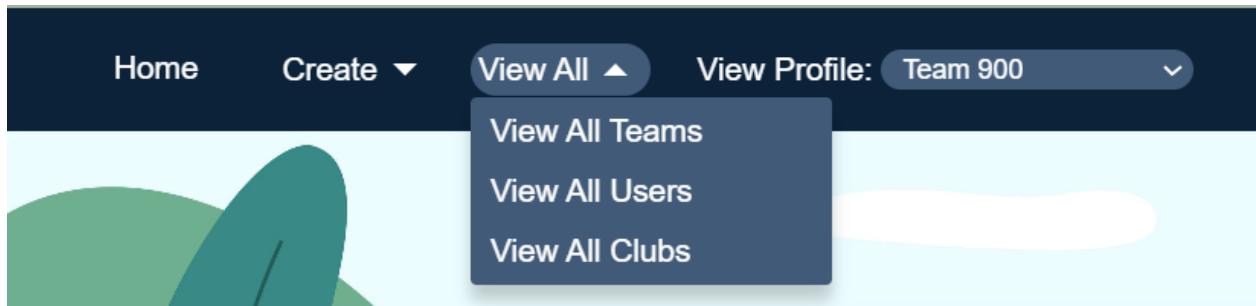
Editing a team profile picture

similar to the edit user profile, click on the Edit profile picture, a picture picker will pop up. This will by default only allow you to select allowed file types for your profile picture.

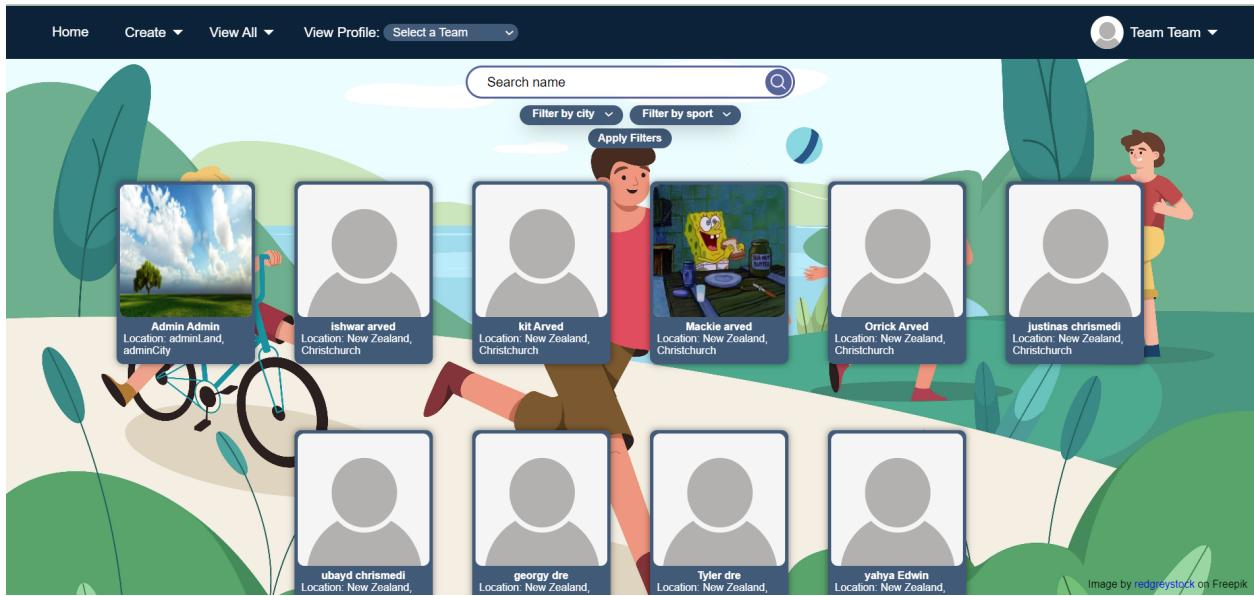


View All Users page

Click on the 'View all Users' button in the nav bar.

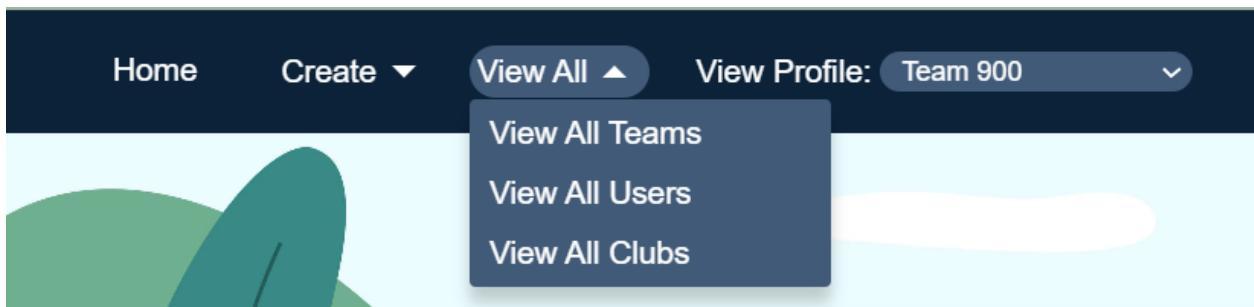


From this page you can narrow down your search and also filter your search by Sports or by City.

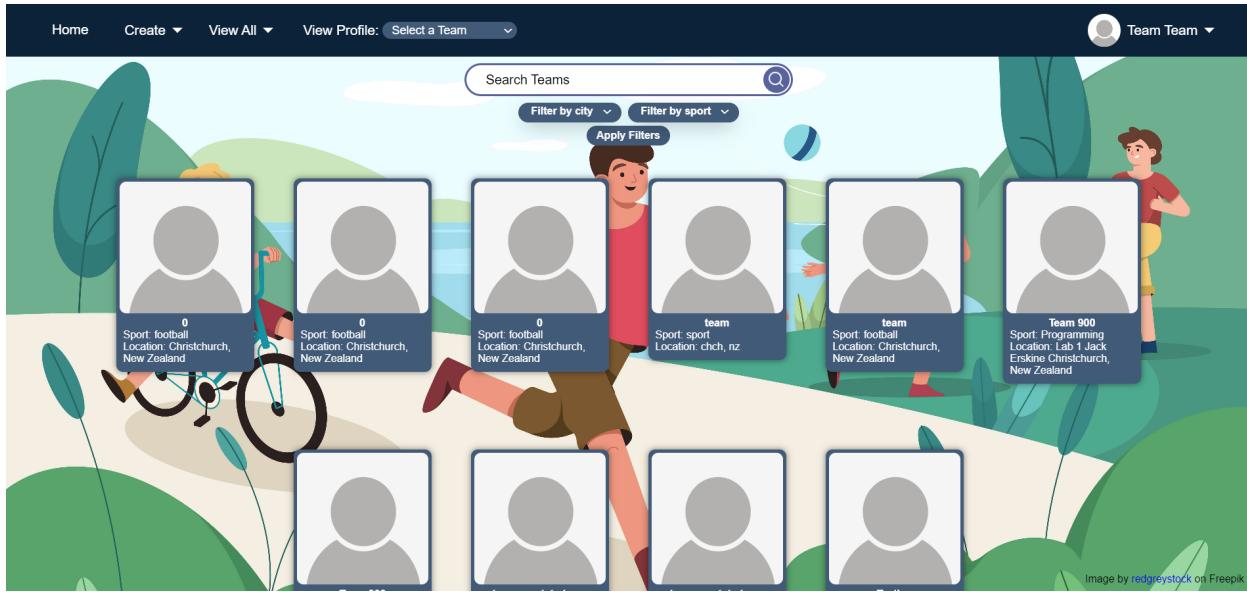


View all teams page

Click on the 'View All Teams' button in the nav bar.



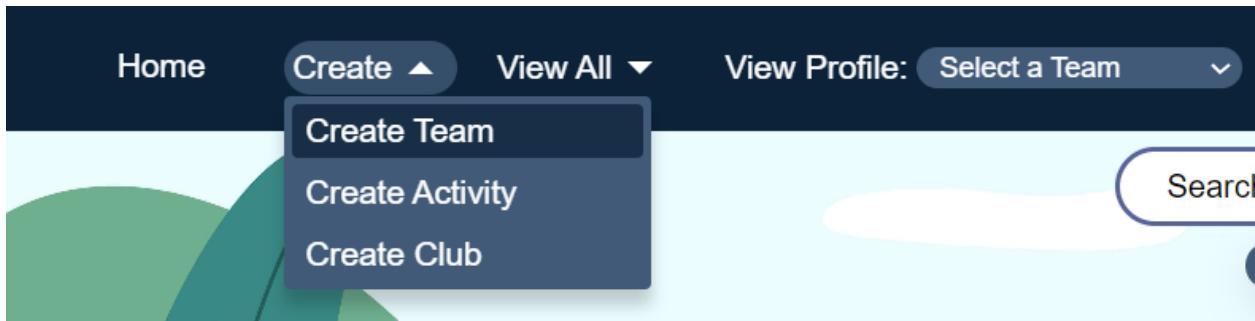
From here you can click on a team to view its profile, you can also change pages using buttons at the bottom of the page.



From here, you can search for team names, and also filter teams by Sports or by City.

Create Activity

In the nav bar, click on the 'Create Activity' dropdown, this will take you to the form to create an activity.



You can select an activity type, select from the teams you coach/manage, enter a description about the activity and select a start and end date and time for the activity.

Create Activity

Activity Type*

Activity Team*

Description*

Start date & time of activity* dd/mm/yyyy ... End date & time of activity* dd/mm/yyyy ...

Address Line 1* Address Line 2

Suburb

Postcode*

City*

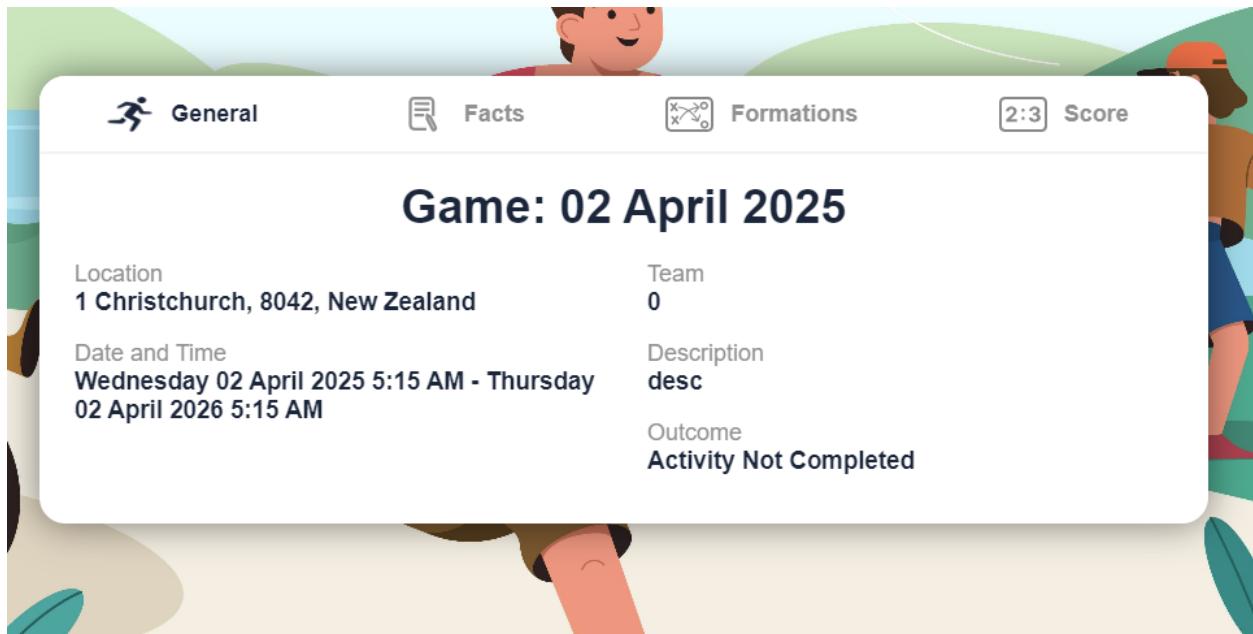
Country*

Create

Some things to note about creating events:

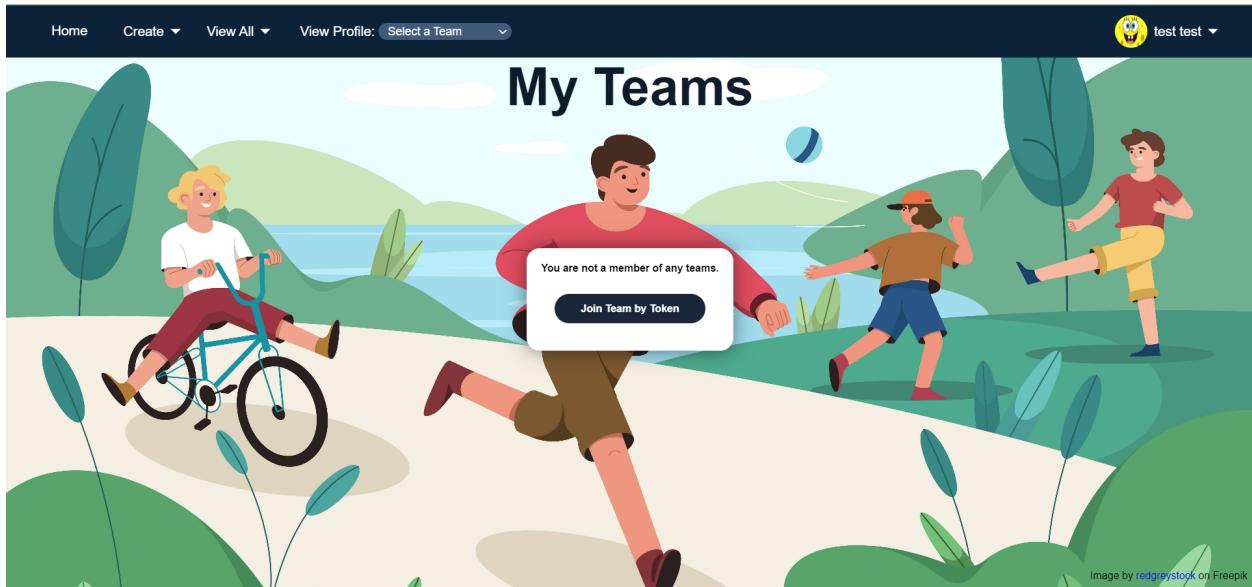
- Selecting a team is optional, unless the activity type selected is 'Game' or 'Friendly'
- The start and end date and time of the activity must be after the date and time that a team was created (if selecting a team)

Once you create an activity you will be displayed the details of your activity.

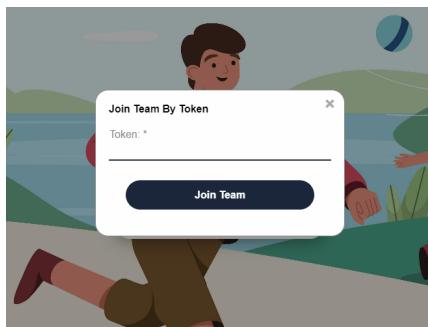


Join a Team

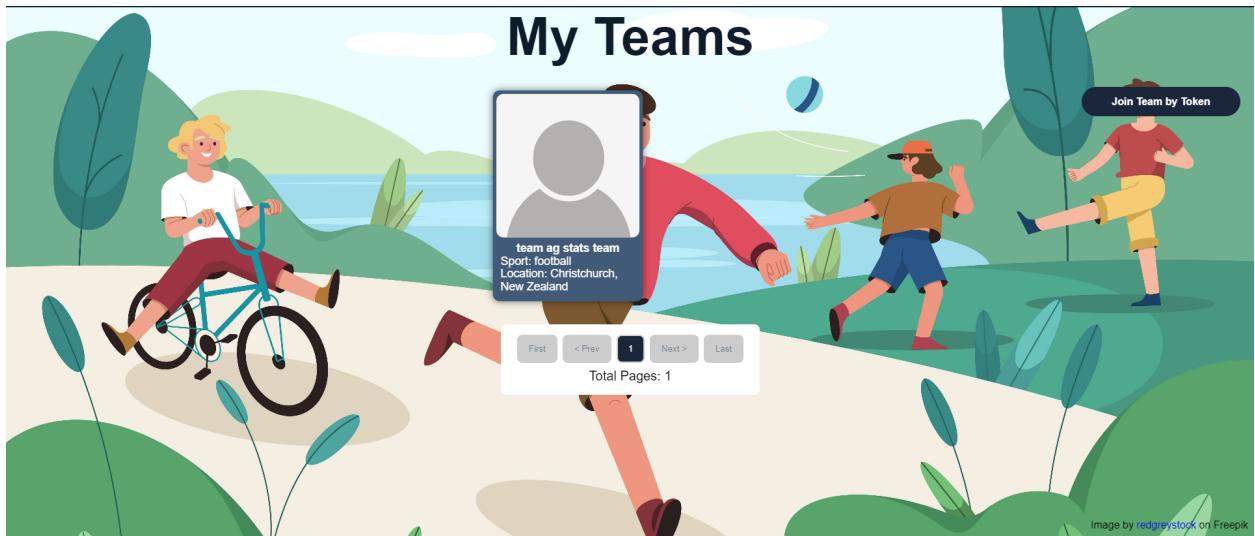
In order to join a team, you need a special join token. You can acquire this token from a team manager. Once you have gotten this token, navigate to the My Teams page by clicking the profile dropdown on the top right of the page.



If you are apart of no teams then the button to join a team is in the center of the page, otherwise it'll display in the top right side.



Enter the token and press join team, then if the token is valid the team will display on the page.



Edit Team Member Roles

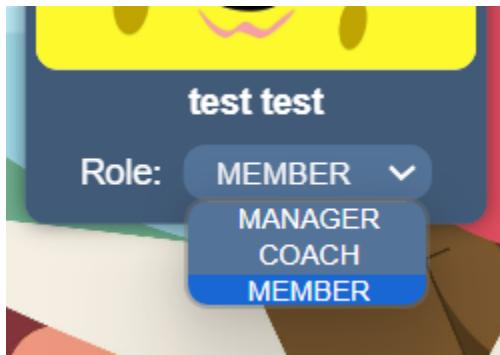
If you are the manager of a team, if you are on the view team page you can select to edit team roles by clicking on the roles button.

[Back](#)
[Edit Profile](#)
[Roles](#)
[Activities](#)
[Whiteboard](#)

On the edit team member's role page which displays the current state of all the team member's roles.



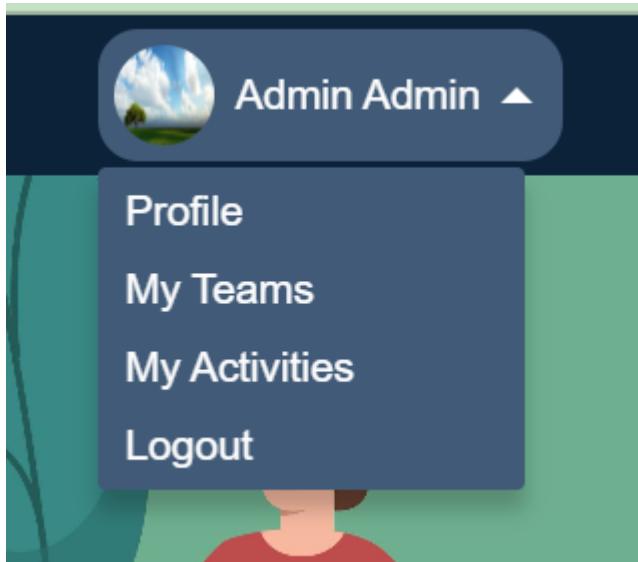
You can use the dropdown to change the roles of the different team members.



The changes can be saved using the save changes button at the bottom of the page.

Viewing My Activities

To view your personal activities click on the 'View My Activities' button in the user dropdown



From here you will be directed to the View My Activities page

My Activities

Training • 02 Apr 2025 - 02 Apr 2026 • 05:15am - 05:15am
desc

Edit

0
Game • 02 Apr 2025 - 02 Apr 2026 • 05:15am - 05:15am
desc

Edit

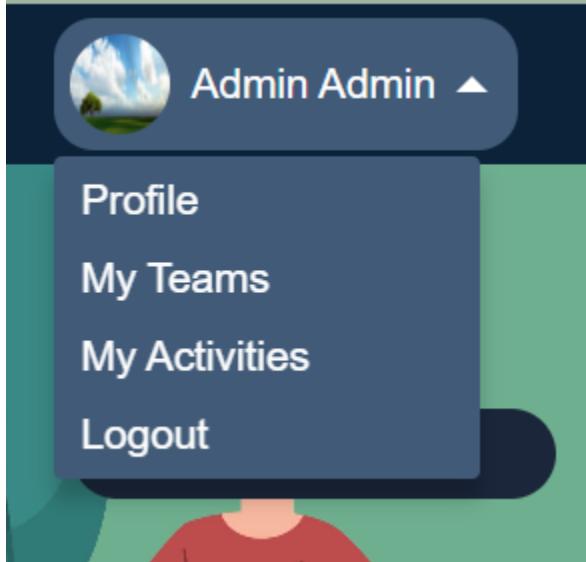
0
Game • 02 Apr 2025 - 02 Apr 2026 • 05:15am - 05:15am
desc

Edit

0
Game • 02 Apr 2025 - 02 Apr 2026 • 05:15am - 05:15am
desc

Viewing team Activities

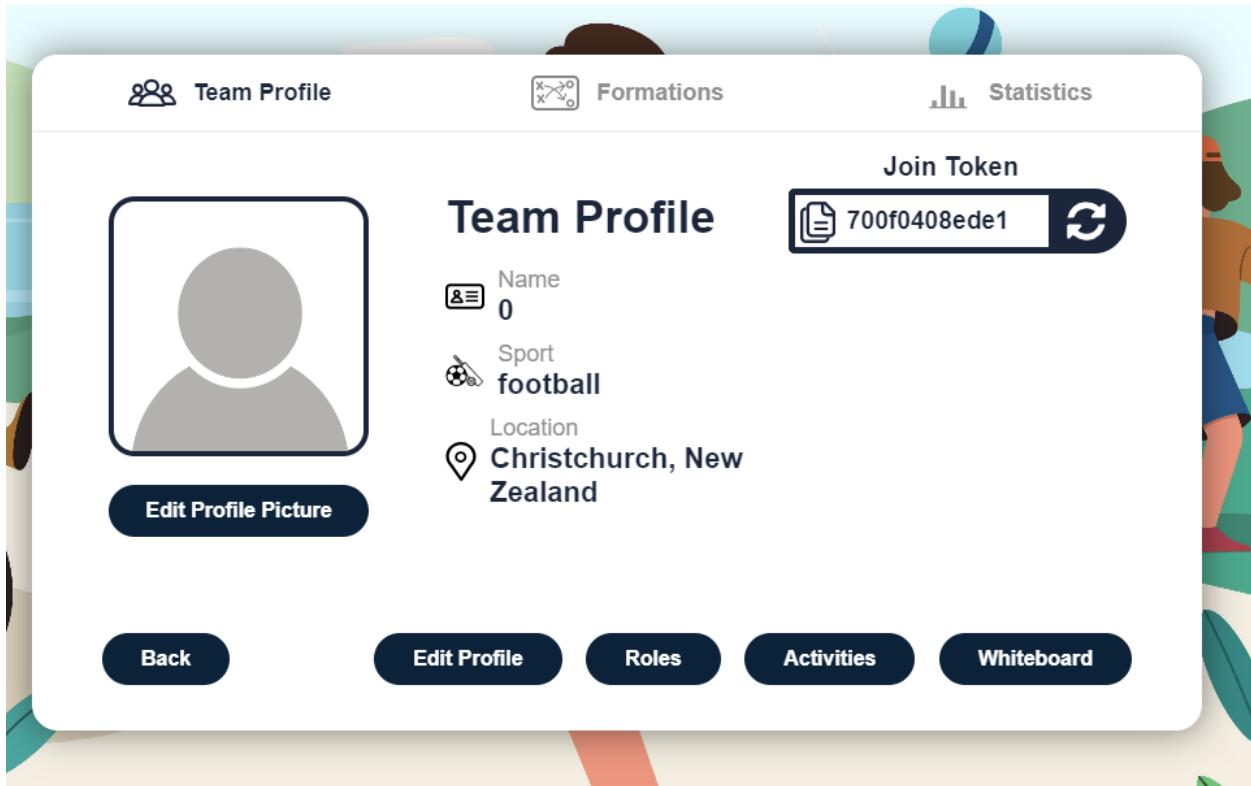
To view a specific teams activities, go to the my teams page from the profile dropdown



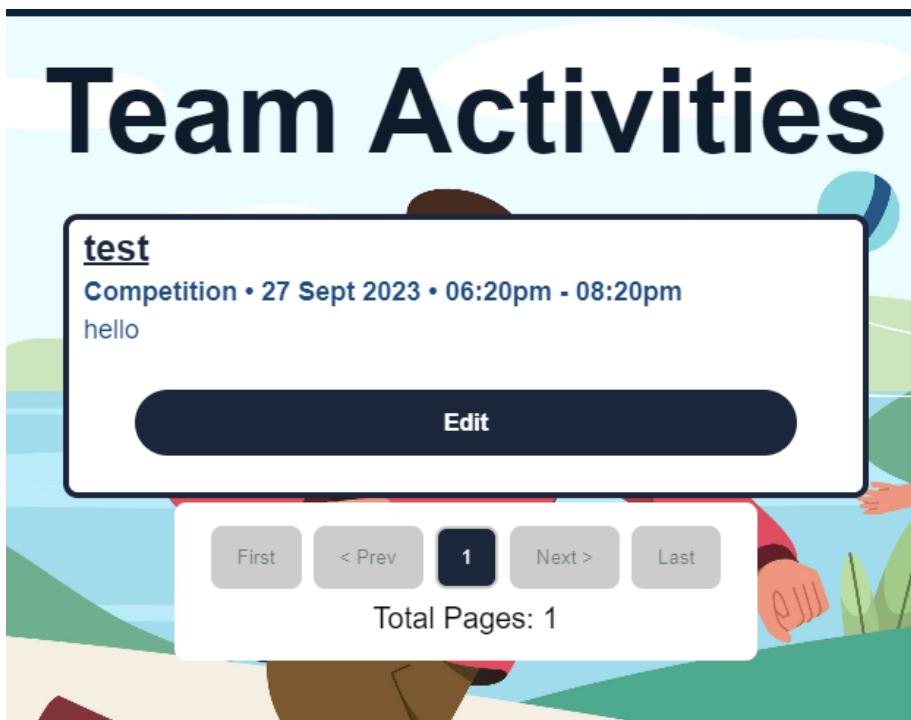
From there click on the team you're interested in

A screenshot of a web-based application titled "My Teams". The page features a decorative background of a person riding a bicycle and another person running. Several team profiles are displayed as cards. One card is highlighted with a black border and contains the text: "team ag stats team", "Sport: football", "Location: Christchurch, New Zealand", and "0". Other cards show similar information for other teams like "Testing" and "TestingTeam". In the top right corner, there is a "Join Team by Token" button. The top navigation bar includes links for "Home", "Create", "View All", and "View Profile: Select a Team".

Click on the view team activities button in the bottom right



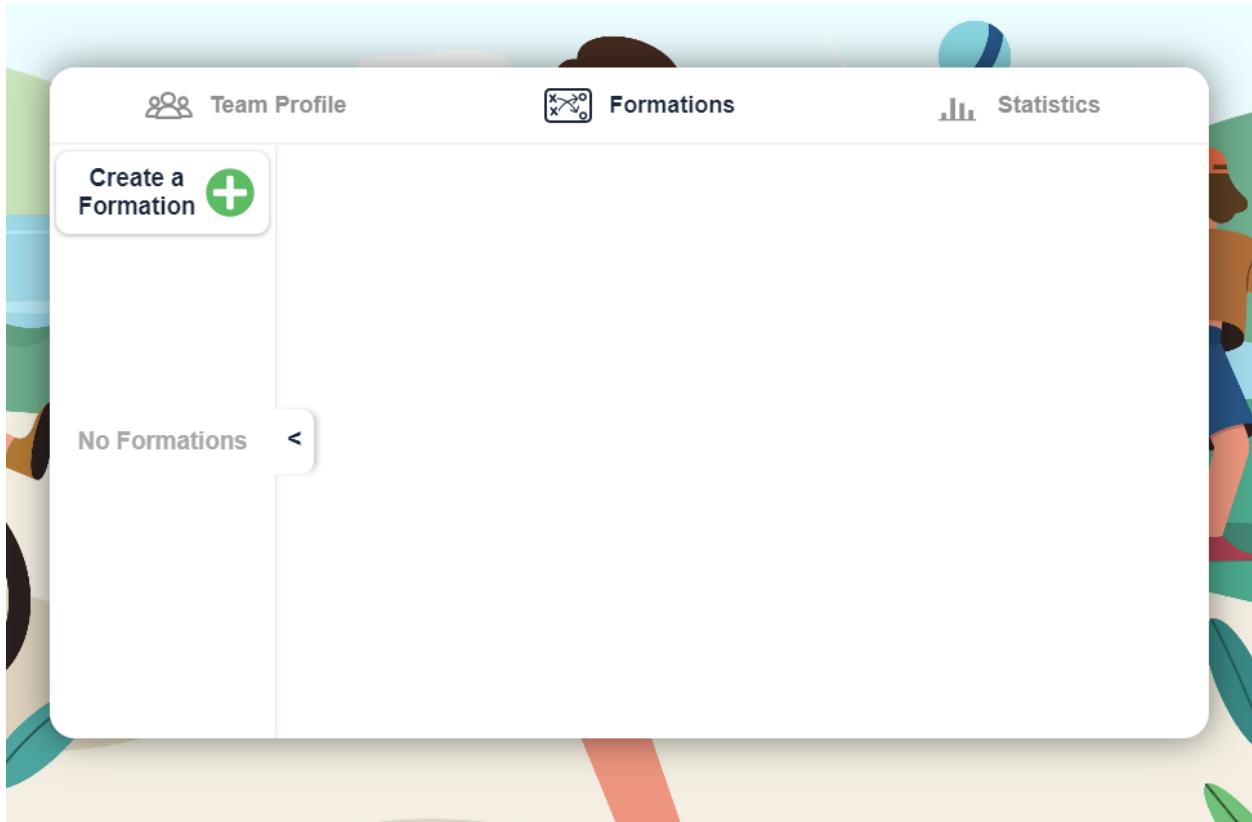
From there you can see your team activities



Create Formation

Formations are all publicly visible on a team's profile, but only that team's coaches or managers can create or update them.

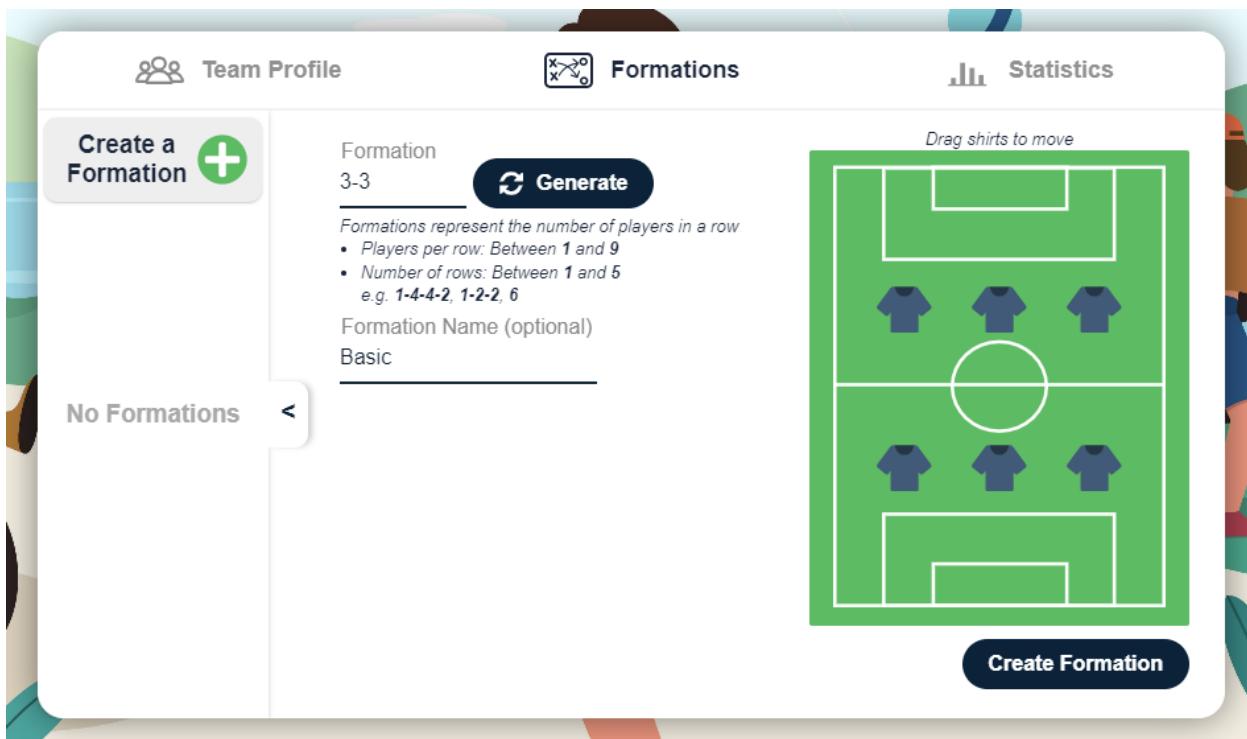
From the team page select the 'Formations' tab



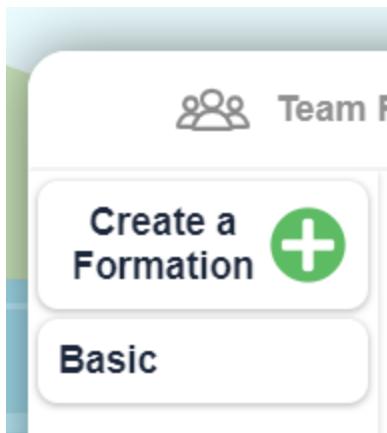
Then select 'Create a Formation'.



Then, following the specified format, type out a formation and optionally name it, and click 'Generate Formation' to preview that formation



Save that formation by clicking the 'Create Formation' button. The page will reload and you can view your formation by selecting it from the left hand side.



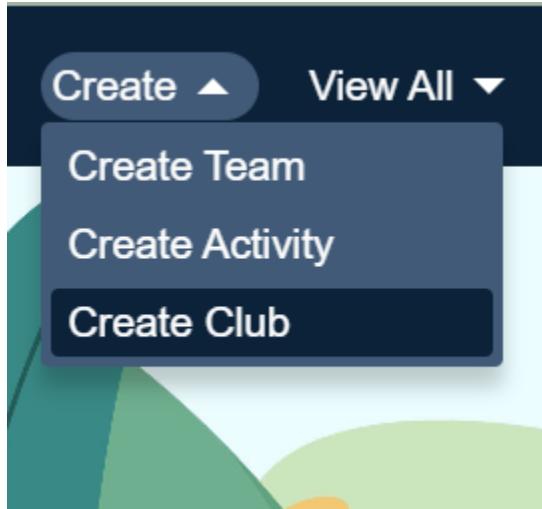
You can customize the formation manually by dragging around the t-shirts



Finally, you can update a saved formation by clicking 'Update Formation'.

Create a Club

First access the create club form through the navbar



Fill out the fields, and ensure you set your club sport correctly to match the sport of the team's that will join your club. Hold ctrl and click on teams to select/deselect multiple.


Upload Logo

Club Name *

test club

Club Sport *

football

Address Line 1*

3 Ilam Grove

Address Line 2

Suburb

Kelson

Postcode*

90

City *

Lower Hutt

Country *

New Zealand

Select Teams

team ag stats team

0

test

TestingTeam

Hold ctrl and click on teams to select/deselect multiple

Create

View Club

There are two ways a club can be viewed. After creating a club, you are taken directly to the view club page of the club you've created.

If a team belongs to a club, then the 'View club' link is displayed on the profile page.

Edit Club

Click on the edit profile button in the view club page.

Adding Activity Statistics

To add activity statistics, go to the view activity page of your activity. There are a selection of tabs to choose from to add stats to: Facts, Formations and Score.

Facts Tab

On the fact tab you can view all of the facts listed for an activity.

If the activity has no team, and you created it then you are able to add facts. If the activity has a team and you are a manager or coach then you are able to add facts by clicking on the add fact button.

The description is the only required field (with a 150 character limit). The time can optionally be specified.

Formations Tab

On the formations tab, you can view your teams starting lineup and also make substitutions.

To add a substitution to the game, you first must have a fully populated lineup, then you click on the add substitution button, where you can add a player on, player off, time and description

Score Tab

On the score tab, you can add an overall score for your activity, and specific goals scored, once the activity has started.

To add an overall score, click on the add overall score button. Both teams scores must be of either single number format e.g. 44 and 24, or numbers separated by hyphens e.g. 23-5 and 12-7.

To add a goal, click on the add goal button. Goals can only be added within the duration of the activity, and require a scorer to be selected, and a time to be inputted with the description being optional (with a 150 character limit). If the goal value field is left blank, 1 is the default value.

Once a goal has been added, and if it has a description, you can click on the goal card to see it.

Adding Overall Outcome

Once an activity that is of the type "Game" or "Friendly" has completed, the outcome can be logged on the general tab of the activity's page if you are the manager or coach of the team.

Before the activity is completed this will display:

Once the activity is completed then the following will display on the general tab

Clicking on the add outcome button then opens the following screen:

You can select "Win", "Lose" or "Draw" from the drop down and save the result.

Team Statistics

The team profile page has tabs along the top of the content which allow the user to view different information aspects. Clicking on statistics takes you to the following page. This page

includes general stats about the team: overall matches played, won, lost and draw for games/friendlies, last 5 matches, top 5 scorers and top 5 playtimes. To view top 5 playtimes, select 'Top 5 Playtimes' from the dropdown.

Edit line-up

To edit a line-up for a game, navigate to your activity's page then click edit activity. Click on a player then select a position to move that player into the position. You can remove the player from the position by clicking the 'x'.

Once all positions are filled, any remaining players in the reserves can be added as a sub. This can be done by clicking the blue arrow on the player.

Whiteboard

If you are the coach or manager of a team then the following button will appear on the team profile page.

Clicking on this takes you to the whiteboard page, which by default will display a soccer pitch as shown below.

The tool bar at the top of the whiteboard includes the select tool (hotkey 's'), free draw (hotkey 'd'), eraser (hotkey 'e'), shape (hotkey 'x') and clear (hotkey 'c').

The sidebar to the left of the whiteboard offers the ability to select pitch type, populate the whiteboard with a lineup or formation, and drag players onto the field.

You can also name the whiteboard in the top left hand corner.

Recording Whiteboards

Whiteboard Screenshots

View All Whiteboards