

GUIDE TO SUBMITTING MATCH RETURNS ON FULL TIME

1. Log on to <http://full-time.thefa.com>
2. Click on sign in – found in top right hand corner
3. Save this page in your favourites to make it easy to find
4. Enter username and password
5. Click on Results/Stats
6. Enter Marks out of **100** for Referee (only comes up if a league referee is allocated),
7. Enter any note for a score of 60 or under
8. Enter a sportsmanship mark out of 99 for the opposing team's players only.
9. Click on update
10. Click on Statistics – found on the right hand side of the screen
11. Answer the respect questions
12. Click on update
13. Click on Statistics
14. Select Quick Stat Entry
15. Click on the box next to the players name for all players starting, bench, indicate any rolling subs used, indicate number of goals scored by any player
16. Update Stats for players-
17. Click on update. You will see a summary at the bottom of the screen
18. Click on Finished Wizard