



## South Surrey Youth Football League Website & Systems Guide July 2018

### Website

| Information   | Link   |
|---|--|
| All information for Club Officers and Managers/Team Administrators is on the SSYFL website.                               | <a href="https://www.ssyfl.org/">https://www.ssyfl.org/</a>  |
| Information relating to the active season including rules, match admin & FAQs.  | <a href="https://www.ssyfl.org/season">https://www.ssyfl.org/season</a><br><a href="https://www.ssyfl.org/key-points">https://www.ssyfl.org/key-points</a> |
| Registering your Club & Teams and Club contacts on the membership system. Includes key registration dates and entry fees. | <a href="https://www.ssyfl.org/register">https://www.ssyfl.org/register</a>  |
| Events & dates throughout the season  | <a href="https://www.ssyfl.org/events">https://www.ssyfl.org/events</a>  |

### Member Systems

| Role   | Link  |
|--|---|
| Club & Team Registration – initial Club registration including committee information and teams entered in the league. Entered and maintained by one registration owner per Club.   | <a href="https://membermojo.co.uk/ssyfl">https://membermojo.co.uk/ssyfl</a>           |
| Contacts System – all Club committee members, team coaches / managers / assistants / administrators register here to securely share their contact information with opponents to e.g. exchange match details. It is also used by the league to send communications throughout the season.   | <a href="https://membermojo.co.uk/ssyflteams">https://membermojo.co.uk/ssyflteams</a> |
| Whole Game System - players are registered here by the club and the league authorises their participation in SSYFL. Squad lists are downloaded by managers or team administrators from WGS at the start of the season to show opposition managers at matches. These need to be downloaded again if players are added or removed from the team. | <a href="https://wholegame.thefa.com/">https://wholegame.thefa.com/</a>               |

### Support Tools

| Role  | Link  |
|---|---|
| Referee Arrangements - information about referee arrangements in SSYFL, tips and tools to help you arrange a referee, including an enquiry form to have your referee requirements posted on the Referee's Forum started by SSYFL.                               | <a href="https://www.ssyfl.org/referees">https://www.ssyfl.org/referees</a>   |
| Referees Forum – direct access to the Referee's Forum started by SSYFL where you may post your own requirements for a referee. Available Referee's respond to you direct and may also post their own availability on the forum in advance that you can take up. | <a href="http://lookingforaref.createaforum.com/general-discussion/">http://lookingforaref.createaforum.com/general-discussion/</a> |



## Registering Contact Details with SSYFL & Viewing Opposition Contacts

Once your Club has registered and entry has been approved by SSYFL, committee members / team coaches / managers / assistants / administrators etc. will need to enter and maintain their contact information on the SSYFL contacts system to be able to share contact details with other registered club and team contacts. These records are also used by the league to communicate with members throughout the season.

Register contact information here: <https://membermojo.co.uk/ssyflteams>

Once access has been approved, when you log into the system you will see a directory in your dashboard (see below).

Home **Your Membership** South Surrey Youth Football League - Clubs & Teams Sign Out

South Surrey Youth Football League

You will see a dropdown here if you have multiple accounts with membermojo (i.e. for other leagues or your Club)

**Messages**

Your membership expires on Fri 31 Aug 2018 and can now be renewed. [Renew](#)

**Summary**

|                   |                      |        |  |
|-------------------|----------------------|--------|--|
| Membership:       | Club & Team Contacts | Name:  |  |
| Membership state: | Active               | Email: |  |
| Expires on:       | Fri 31 Aug 2018      |        |  |

**Options**

**My Details**  
View or edit your membership details. [View or Edit Details](#)

**Payments**  
View your payment history. [View Payments](#)

**Password**  
Set or change your membermojo password. [Set Password](#)

**Member Directory**  
Lookup other member contact details. [Member Directory](#)

**Additional Membership**  
Create a new membership that shares your email. [Add Membership](#)

Membership Enquiries [www.ssyfl.org](http://www.ssyfl.org) Powered by membermojo

### Steps to view directory:

1. Sign in – <https://membermojo.co.uk/ssyflteams/signin>
2. Click 'Your Membership' (top menu)
3. Click 'Member Directory' (within your membership dashboard)
4. This will display a list of opposition contact names. You can then click the 'view as table' link (top right) to review the details of each contact. To go straight to the table after logging in use this link - [https://membermojo.co.uk/ssyflteams/yourmembership/directory\\_table](https://membermojo.co.uk/ssyflteams/yourmembership/directory_table)
5. Within the directory you can use the search bar to filter on a specific club and/or team name.



## League Contacts

| Recipient                                     | Email                 |
|---|-----------------------|
| League Chair                                  | chair@ssyfl.org       |
| League Welfare Officer                        | welfare@ssyfl.org     |
| League Secretary                              | secretary@ssyfl.org   |
| League Treasurer                              | treasurer@ssyfl.org   |
| League Development Officer                    | development@ssyfl.org |
| League Competition Secretary (U7-U10)         | compsec@ssyfl.org     |
| General Enquiries                             | enquiry@ssyfl.org     |
| Referee Assistance                            | referees@ssyfl.org    |
| Club & Team Registration Enquiries            | register@ssyfl.org    |
| Whole Game System Player Registration Support | wgs@ssyfl.org         |

## Age Group Email Lists

The email lists below can be used by SSYFL Club contacts who are within the SSYFL Club/Team Contacts system and have a specific age group role (e.g. Team Manager/Admin) to email all other SSYFL Clubs within the same age group. You must be an approved contact within the system to use these email lists.

| Recipient    | Email                              |
|--------------|------------------------------------|
| U7 Teams     | u7.ssyflteams@membermojo.co.uk     |
| U8 Teams     | u8.ssyflteams@membermojo.co.uk     |
| U9 Teams     | u9.ssyflteams@membermojo.co.uk     |
| U10 Teams    | u10.ssyflteams@membermojo.co.uk    |
| U11 Teams    | u11.ssyflteams@membermojo.co.uk    |
| U12 Teams    | u12.ssyflteams@membermojo.co.uk    |
| U13 Teams    | u13.ssyflteams@membermojo.co.uk    |
| U14 Teams    | u14.ssyflteams@membermojo.co.uk    |
| U15 Teams    | u15.ssyflteams@membermojo.co.uk    |
| U16 Teams    | u16.ssyflteams@membermojo.co.uk    |
| U17-18 Teams | u17-18.ssyflteams@membermojo.co.uk |

## Further Help

Contact [register@ssyfl.org](mailto:register@ssyfl.org) if you have any further queries.