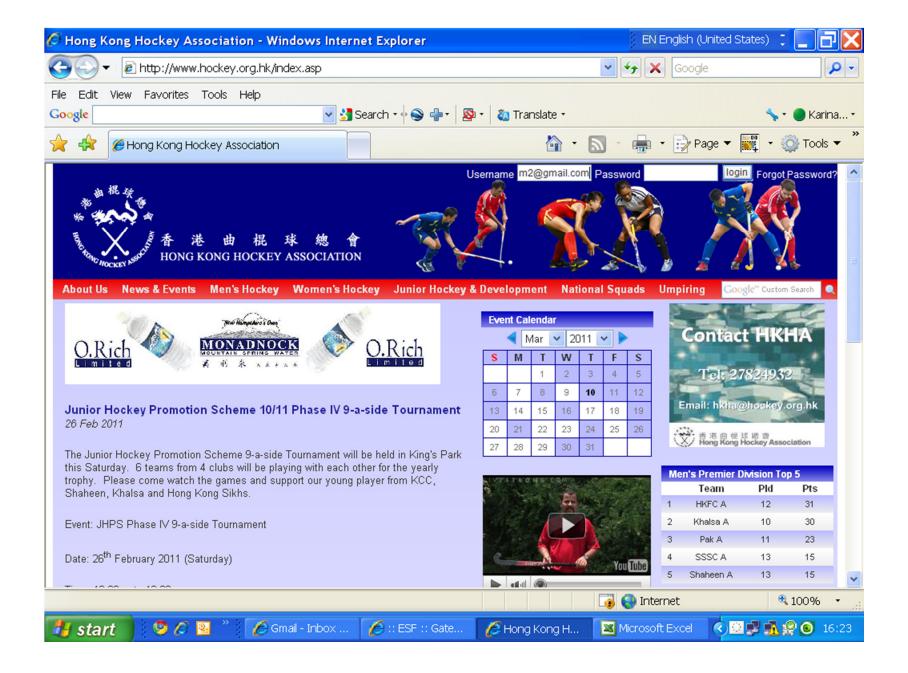
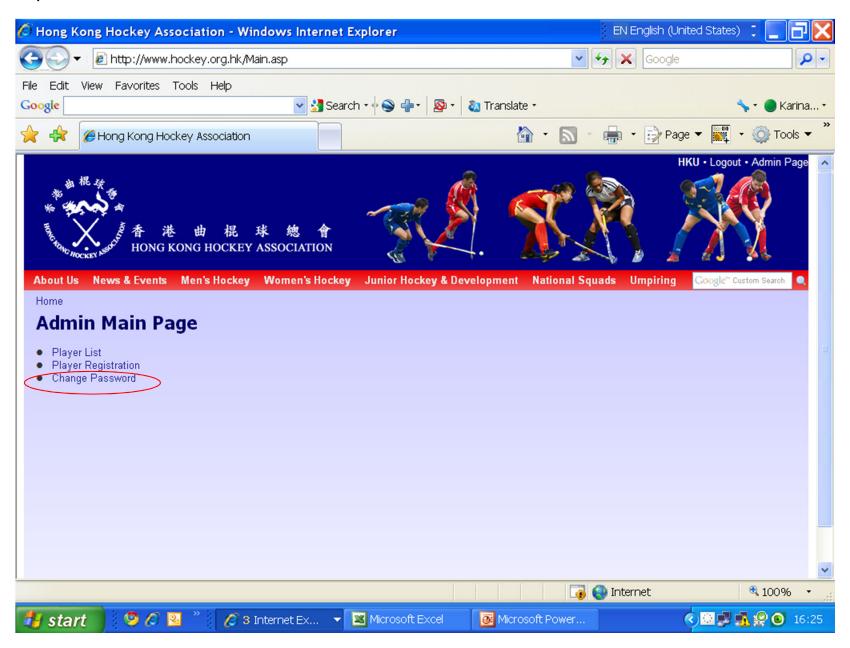
Type in email in "Username" box, type passwod in "Password" box, then press "ENTER" or click "login".

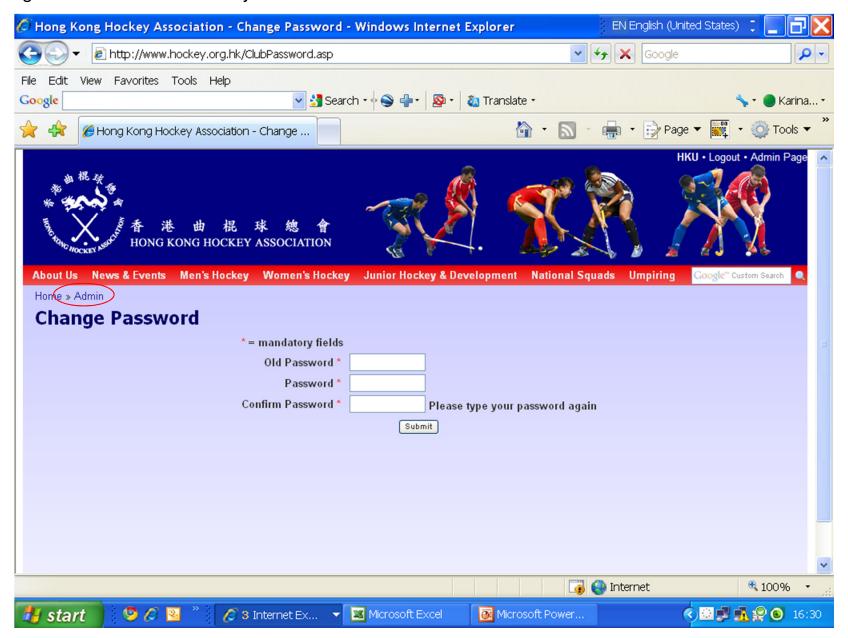


Change your password immediately for security reason. Keep the password only to yourself. Access to this page will mean access to players' personal information such as date of birth, ID/passport numbers etc.



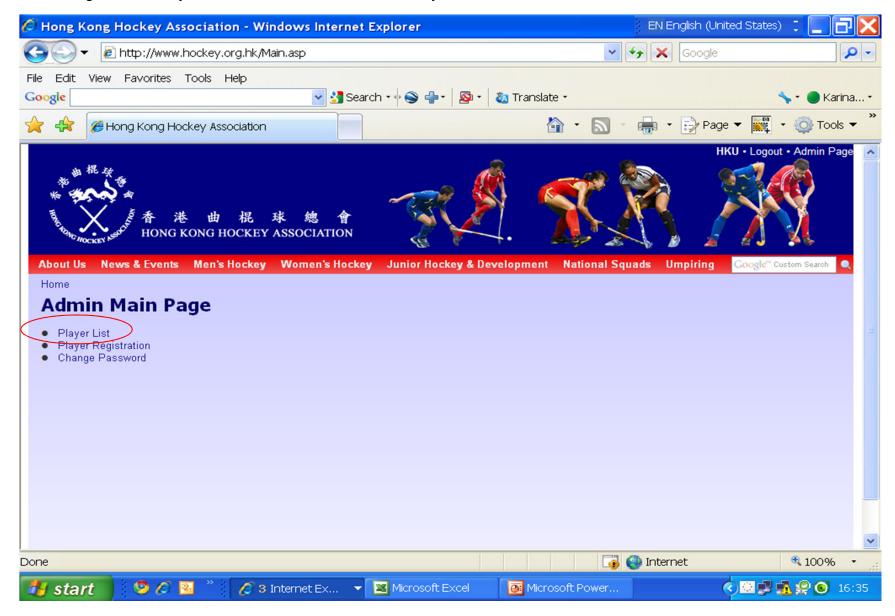
Type in old password, then the new password created by you. Then type your new password again respectively. Click "Submit".

After changing your password, you can then go to player registration or view the player list. Click "Admin" to go back to the list of items you can do.



Click "Player List" if you wish to do anything with existing players (active and inactive):

- re-activate/re-register a player
- change information of a player (shirt number, tel number, email address
- release a player to another club
- Except for new entries which have been erroneously entered, please do NOT delete any players already in the database. These existing records may be tied to other databases in the system,



Click "change status" to inactivate an active player or to activate a player.



Once you click 'change status' to an inactive player, the system will send a message to HKHA asking to confirm the re-registration.



Once HKHA approves the activation, the player will be shown as an "active" player, meaning that the re-registration is successful.

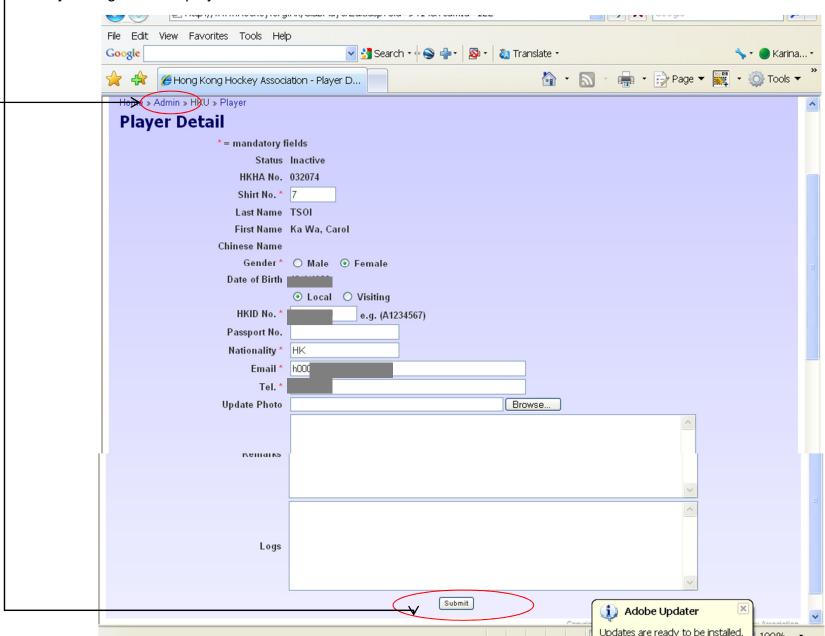


If you wish to edit the information of a player, click "edit".

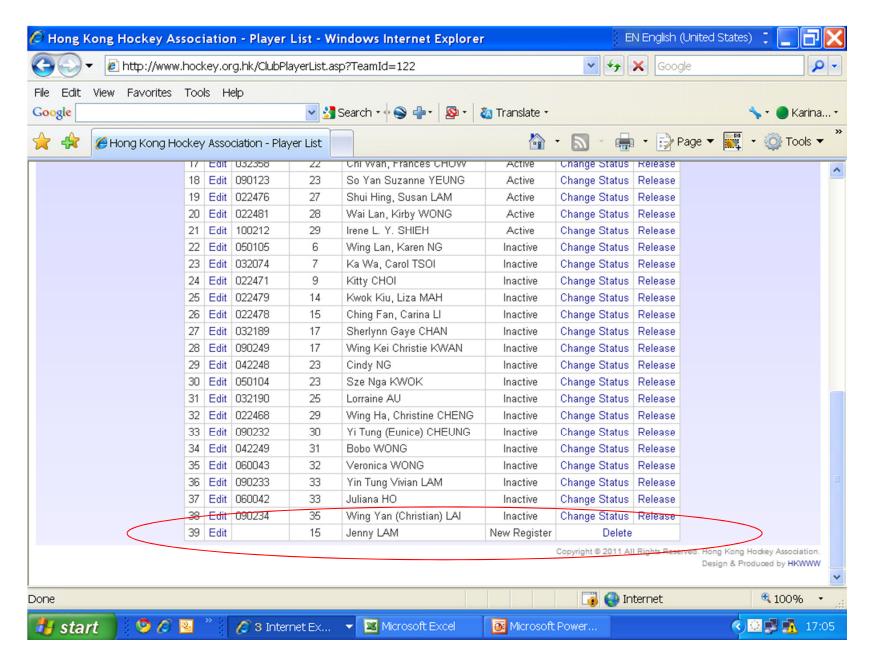


You can change the shirt number, ID card/passport number, tel number, email address of a player. (For privacy reason, the date of birth, HKID number, email and tel are covered here. )

Click "Submit" button at the bottom after making the changes. Otherwise, click "Admin to go back to main menu page or click "Player" to go back to player list view.



After clicking 'submit button', the newly registered player will show up in the player list at the bottom, awaiting HKHA approval. Once it is approved, the player will show up as an 'active' player on the player list with an HKHA number.



If a player is to be released to another club, click "release". HKHA will receive the request and if it is approved, the player will not show up in the original club player list.

If in case, a player is erroneously released, please notify the HKHA immediately.

