



How do I lock Match Results entry for a Competition?

Last Modified on 17/11/2023 12:40 pm AEDT

As an Association administrator running competitions through GameDay Passport, you have the ability to lock off the ability for Club and Team-level administrators to enter Match Results.

Match Locking can be enabled with two different types of configuration:

- a) Locking only the Pre-Game Match Results entry screen
- b) Locking the entire Match Results entry feature

To enable Match Locking for a competition:

1. Open the Competitions menu and click **LIST COMPETITIONS**

The screenshot shows the GameDay Passport Training Association interface. The sidebar on the left contains a menu with the following items: Dashboard, Members, Competitions (highlighted), Match Results, Publish to Web, Awards, Clash Resolution, Competition Exception Dates, Hide Competition Rounds/Dates, and Ladder Adjustments. The 'List Competitions' item is highlighted with a red box. The main content area displays the details for the 'GameDay Passport Training' association, including its logo, address (12 Stack Lane, Melbourne, VIC, AUSTRALIA, 3000), phone number (+614 00100200), and email (hello@mygameday.app). There is an 'Add/Edit Logo' button. The 'Contacts' section lists the President (Margaret Bell), Vice President (Barry Driscoll), Treasurer (Melissa Boyle), and Secretary (Barrett Ferguson). The 'Stats' section is partially visible at the bottom.

2. Find the competition you want to enable Match Locking for, and click the **VIEW** (magnifying glass) icon

GAMEDAY Search... [Icons]

GameDay Passport Training Association [NEW] [COPY] [REGRADE]

Competitions in Association

Showing Name Including: 2023 Season: --All Seaso... Age Group: --All Age Gr... Status: Active

Name	Compe...	Amoun...	Abbreviation	Season	Grouping	Age Group	Contact	Status	Upload
2023 Footy Season	Venue ...	8	F23	2023 ...		Age 20		<input checked="" type="checkbox"/>	<input type="checkbox"/>

[Members] [Teams] [Clubs] [Comps]

3. Next to Competition Configuration, click **EDIT**

GAMEDAY Search... [Icons]

2023 Footy Season Competition

2023 Footy Season

Competition Configuration **Edit** Upcoming Matches

Active	Yes	15/03/2023 02:00	South Melbourne AFC 1	South Melbourne AFC 6	AAMI Park
Abbreviation	F23	15/03/2023 02:00	South Melbourne AFC 2	South Melbourne AFC 5	MCG
Season	2023 AFL Season	15/03/2023 02:00	South Melbourne AFC 3	South Melbourne AFC 4	Marvel Stadium
Type	Seniors	15/03/2023 02:00	South Melbourne AFC 7	South Melbourne AFC 8	Rod Laver
Division	Division 3				
Age Group	Age 20				
Gender	Mixed				
Number of Teams	8				
Number of Rounds	7				
Match Duration	60				
Start Date	2023-03-01				

[Members] [Teams] [Clubs] [Comps]

4. Scroll down to the Match Locking section and tick the checkbox for **ALLOW MATCH LOCKING**

Allow Match Locking ?

Lock access to PreGame based on the following rule:

Lock access to Match based on the following rule:

* Start time will be based on local timezone set-up in your organisation settings

[Update Competition](#)

5. You can then choose to apply either of the following settings:

- **Lock access to PreGame based on the following rule** : Restricts the ability for Club and Team administrators to access the Match Results Pre-Game screen up to 24 hours before or after the start of the match

Match Locking

To enable Automatic match locking, you must tick the **Allow Match Locking** below and select from the below options

Allow Match Locking ?

Lock access to PreGame based on the following rule:

Lock access to Match based on the following rule:

[Update Competition](#)

- Select Time
- 24 hours before start
- 12 hours before start
- 6 hours before start
- 3 hours before start
- 2 hours before start
- 1 hour before start
- At start of match
- 1 hour after start
- 2 hours after start
- 3 hours after start
- 6 hours after start
- 12 hours after start
- 24 hours after start

- **Lock access to Match based on the following rule** : Restricts the ability for Club and Team administrators to access the Match Results Pre-Game, At-Game and Post-Game screens up to 24 hours before or after the start of the match

Match Locking

To enable Automatic match locking, you must tick the **Allow Match Locking** below and select from the below options

Allow Match Locking ?

Lock access to PreGame based on the following rule: 24 hours before start

Lock access to Match based on the following rule: **Select Time**

- Select Time
- 24 hours before start
- 12 hours before start
- 6 hours before start
- 3 hours before start
- 2 hours before start
- 1 hour before start
- At start of match
- 1 hour after start
- 2 hours after start
- 3 hours after start
- 6 hours after start
- 12 hours after start
- 24 hours after start

Update Competition

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6. Once you've applied your desired settings, click **UPDATE COMPETITION**

Match Locking

To enable Automatic match locking, you must tick the **Allow Match Locking** below and select from the below options

Allow Match Locking ?

Lock access to PreGame based on the following rule: 24 hours before start

Lock access to Match based on the following rule: 1 hour before start

* Start time will be based on local timezone set-up in your organisation settings

Update Competition