



How do I update Fixtures from Club-level?

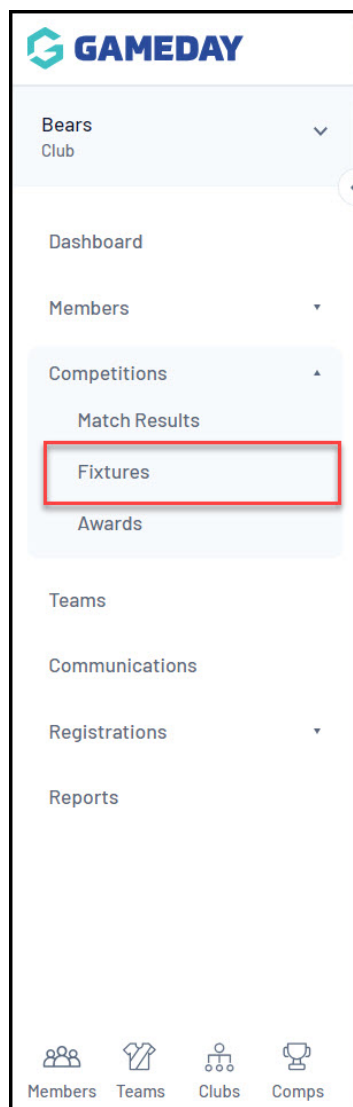
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If you are a Club-level administrator, you may have the option to update fixture start times directly from your Passport database.

Note: Association administrators can turn this permission on and off from their level, so if you do not have the ability to edit fixture times and would like to do so, please contact your Association administrator.

To edit fixtures from a Club-level database:

1. Click **Competitions > FIXTURES**



2. Click on the match date in the **Date** column and update the time as needed.

Fixtures

Use this grid to edit fixture start time (for fixtures starting +24 hours) by clicking on the date for the fixture you want to edit.

Status	Round	Match #	Date	Home Result	Home Team	Away Team	Away Result	Venue	Match Status
	1	3	<div>14/07/2023<div>0600AM</div></div>		Jaguars	Warriors		Oval 3	No Result Entered
	1	4	14/07/2023 06:00...		Eagles	Bulls		Oval 4	No Result Entered
	1	5	14/07/2023 12:00 ...		Demons	Wolves		Oval 5	No Result Entered
	1	6	14/07/2023 12:00 ...		Lions	Tigers		Oval 6	No Result Entered
	1	7	14/07/2023 12:00 ...		Giants	Hawks		Oval 7	No Result Entered
	1	8	14/07/2023 12:00 ...		Bulldogs	Bears		Oval 8	No Result Entered
	1	9	14/07/2023 12:00 ...		Cats	Hornets		Oval 9	No Result Entered

3. To save the update, click anywhere else on the **Fixture** table.

Fixtures

Use this grid to edit fixture start time (for fixtures starting +24 hours) by clicking on the date for the fixture you want to edit.

Status	Round	Match #	Date	Home Result	Home Team	Away Team	Away Result	Venue	Match Status
	1	3	14/07/2023 10:00 AM		Jaguars	Warriors		Oval 3	No Result Entered
	1	4	14/07/2023 06:00 AM		Eagles	Bulls		Oval 4	No Result Entered
	1	5	14/07/2023 12:00 PM		Demons	Wolves		Oval 5	No Result Entered
	1	6	14/07/2023 12:00 PM		Lions	Tigers		Oval 6	No Result Entered
	1	7	14/07/2023 12:00 PM		Giants	Hawks		Oval 7	No Result Entered
	1	8	14/07/2023 12:00 PM		Bulldogs	Bears		Oval 8	No Result Entered
	1	9	14/07/2023 12:00 PM		Cats	Hornets		Oval 9	No Result Entered

Note: This option is also available when the Teams Across Association feature is used.