



After each match, all teams are required to complete a Match Return, either via Matchday or Full-Time Admin.

All team administrators (Manager, Assistant Manager, or Team Secretary) are automatically invited to Full-Time once they are given the role on the Whole Game System.

The score of the match should be submitted by 5pm on the day of the match taking place.

All match returns should be completed within 72 hours of the match taking place.

An incomplete match return will result in a charge, and the match return will still be required to be completed.



Login to Full-Time Admin at fulltime-admin.thefa.com

Sign In

Sign in to Full-Time

Username
BrownNCY

Password
.....

Remember Me

SIGN IN 

[Forgot Password](#)



Once logged in, you will see the admin home page. Click on the Results/Stats button, to start a Match Return.

The screenshot displays the 'Admin Home' interface. At the top, there is a navigation bar with 'Admin Home', 'Fixtures', 'Referees', 'Results', 'People', 'SMS', and 'View Site'. Below this, a breadcrumb trail reads 'Norfolk Combined Youth Football League - 2019-20 - Kappa U18 Premier League'. The main heading is 'Admin Home'. A 'Select Season and Division' section contains two dropdown menus: 'Season' (set to '2019-20') and 'Division' (set to 'Kappa U18 Premier League'). A central column of buttons includes 'Results / Stats' (highlighted with a blue circle), 'People Wizard', 'SMS Wizard', 'Referees', 'Access Options', and 'Email / Password'. On the right, there are links for 'Grassroots Technology Community' and 'Full-Time User Guide', and a 'FT Updates and Tips' section with a 'View More' button.



You will then see your latest match, enter the score in the text boxes, and press **Update**.
You may see the score already entered if you received an SMS message.

Team Admin Result Entry

Sun 22/09/19 Only show fixtures with missing: Results Marks Statistics

Update 9 records displayed

L Horsford F.C. U12 v Cringleford F.C. U12 Thunder - Sun 22/09/19 09:45 HORSFORD CE PRIMARY SCHOOL 9v9

Status: Normal Latest Score ?

Horsford F.C. U12 Half-time Full-time **Statistics**

Cringleford F.C. U12 Thunder Half-time Full-time

Fixture Half Duration: 30 Normal time

Horsford F.C. U12 Note:

Team	Started/ Bench	Goals	Cards	Other Stats	FA Marks	League Marks	Referee Marks	Fixture Note	
Horsford F.C. U12	0 / 0	0	0	0	×	×	×	×	View Match Returns
Cringleford F.C. U12 Thunder	0 / 0	0	0	0	N/A	N/A	N/A	N/A	



You will now see the score Updated, we will now complete the match information by pressing Statistics.

L Horsford F.C. U12 v Cringleford F.C. U12 Thunder - Sun 22/09/19 09:45 HORSFORD CE PRIMARY SCHOOL 9v9

✓ Updated

Status: Normal Latest Score ? History

Horsford F.C. U12 Half-time Full-time Statistics

Cringleford F.C. U12 Thunder Half-time Full-time

Fixture Half Duration: Normal time

Horsford F.C. U12 Note:

Team	Started/ Bench	Goals	Cards	Other Stats	FA Marks	League Marks	Referee Marks	Fixture Note	
Horsford F.C. U12	0 / 0	0	0	0	✘	✘	✘	✘	View Match Returns
Cringleford F.C. U12 Thunder	0 / 0	0	0	0	N/A	N/A	N/A	N/A	



We first enter the referees name (if we are the home team), and enter the officials marks. We will then scroll down and complete the Respect Marks.

Marker's Team - Horsford F.C. U12

Sun 22 Sep 2019 09:45 Horsford F.C. U12 v Cringleford F.C. U12 Thunder

i The following marks and responses are all required by the Football Association and are used for measuring and shaping the various programmes we promote and encourage.

[View guidance document](#)

⚠ Please complete questions on this page before you can enter statistics

🔒 Official Marks

Referee:

Enter referee name if not appointed or is different from appointed referee

First Name: Last Name:

Overall decision making (1-40) Judgement of major decisions (1-30) Overall control (1-30)

Overall mark:

Reasons for mark of 60 or below:

Only required if mark is 60 or below

⚠ Referee marks must be entered before statistics button is enabled



Complete the Respect Marks, and scroll down to complete the Pitch Marks.



? Respect Marks

How would you describe the behaviour shown **on the pitch** today? Think about players from **both teams** towards each other and match officials

Behaviour was positive and consistent with Respect guidelines throughout	<input type="radio"/>
There were occasional incidents of poor behaviour	<input type="radio"/>
There were regular incidents of poor behaviour	<input type="radio"/>

How would you describe the behaviour shown **around the pitch** today? Please consider all coaches and spectators

Behaviour was positive and consistent with Respect guidelines throughout	<input type="radio"/>
There were occasional incidents of poor behaviour	<input type="radio"/>
There were regular incidents of poor behaviour	<input type="radio"/>



Enter the Pitch Marks. **We must then press Update.**

? Pitch Marks

i Please rate the pitch - considered feedback on the quality of facilities will assist the Football Association and Football Foundation in their investment decisions for the future.

Pitch Type?

- Grass 3G Astro turf Indoor Other

Pitch Mark?

- Very Poor Poor Satisfactory Good Excellent

Update

Clear All

Back



We now move on to the League Team Marks. The Team Marks are all scored from 1-5 (with 1 being lowest, 5 being highest) and enter the Respect Monitor's name, and if there were any Emergency Signings made. **Once completed, we must click Update.**

FA Marks **League Team Marks** Player Statistics ?

[Results](#)

Marker's Team - Horsford F.C. U12
Sun 22 Sep 2019 09:45 Horsford F.C. U12 v Cringleford F.C. U12 Thunder

The following marks and responses have all been requested by your league and are required at their discretion.

Please complete the required questions on this page before you can enter statistics

Note

Team Marks

Behaviour of players from opposition? *

Enter a number from 1 to 5, where 5 is highest

Behaviour of supporters from opposition? *

Enter a number from 1 to 5, where 5 is highest

Behaviour of coach/manager from opposition? *

Enter a number from 1 to 5, where 5 is highest

Your team's overall enjoyment of this match? *

Enter a number from 1 to 5, where 5 is highest

Name of Respect Monitor *

If no respect monitor please enter N/A to continue.

Were any Emergency Signings made today? *

If Yes please supply names of Players. If none, please enter No.

* means value is required

Update **Clear All** **Back**

Finally, we complete the Player Statistics. We must input who played the match as a minimum. Tick the players that started, and were on the bench, and then click **Process/Next**.

FA Marks League Team Marks **Player Statistics**

[Results](#)

Team Sheet Wizard - Step 1 - Player Stats - Horsford F.C. U12

SUN 22 SEP 2019 09:45 Horsford F.C. U12 -v- Cringleford F.C. U12 Thunder

[Switch to Quick Stat Entry](#) [Switch to Simple View](#)

[Load Starters](#) Load starters from the fixture: SUN 15 SEP 2019 10:00

Player	Squad Number	Starter	Bench	Unused Bench
Browne, Morgan		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dix, Rhys		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Douglas, Harry		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Douglass, Owen		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dunn, Mason		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Goff, Zac		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathers, Thomas		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Matthewson, Thomas		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nikolaidis, Paraskevas		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Preston, Will		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheehy, Max		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vincent, Finlay		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Willis, Freddie		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Wright, Archie		<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

[Process / Next](#) [Finished](#)



You now have the opportunity to add any player statistics (optional), add these by selecting a player from the dropdown, and then selecting either a Time Stat or Stat, and press Create. Once you have finished, or have chosen not to enter any Player Stats, click **Finished**.

FA Marks League Team Marks **Player Statistics**

[Results](#)

Team Sheet Wizard - Step 2 - Match Stats - Horsford F.C. U12

SUN 22 SEP 2019 09:45 Horsford F.C. U12 -vs- Cringleford F.C. U12 Thunder

[Switch to Quick Stat Entry](#)

[Switch to Starter / Bench View](#)

Player

Select a player if appropriate and complete one of the forms below to create a stat

Time Stat

1st Half 2nd Half

Stat

Note

[Create](#)

Stat

Stat

Note

[Create](#)

Time	No.	Player	Stat	Value	Note	Team
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[Finished](#)



You will then be taken back to the Result Entry page. You should a completed result, then see the number of players listed under **Started/Bench**, a **tick for FA Marks, League Marks, and a score in the Referee Marks**. This indicates a completed match return. You can now log out.

L Horsford F.C. U12 v Cringleford F.C. U12 Thunder - Sun 22/09/19 09:45 HORSFORD CE PRIMARY SCHOOL 9v9

Status: Normal Latest Score ? [History](#)

Horsford F.C. U12 Half-time Full-time [Statistics](#)

Cringleford F.C. U12 Thunder Half-time Full-time

Fixture Half Duration: Normal time

Horsford F.C. U12 Note:

Team	Started/ Bench	Goals	Cards	Other Stats	FA Marks	League Marks	Referee Marks	Fixture Note
Horsford F.C. U12	9 / 5	0	0	0	✓	✓	90	⊗
Cringleford F.C. U12 Thunder	0 / 0	0	0	0	N/A	N/A	N/A	N/A

[View Match Returns](#)