



Sporty registration process

College Sport Wellington

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1 Summary

In 2024 Rugby and Netball registrations will be via Sparty. All other sports will continue as per last year to register through EnterNow/Sportsrunner.

Each school has an area on Sparty for their registrations.

Netball school list <https://www.collegesport.org.nz/sports-1/netball-registrations>

Rugby school list

Sparty integrates with KAMAR/Edge for those schools who use KAMAR as their SMS.

Rugby and Netball will use a Game Day Scoring app to submit team sheets and score their games.

Rugby - download the [MyRugby Manager app](#)

Netball - download the [MyNetball Manager app](#)

2 Process

Team entry and player registration process will be via Sparty.co.nz for the sports of **rugby** and **netball**.

3 Login

Each school has a secure area on Sparty for them to login and manage player registrations. If your school is unsure of the login details for your sports department please contact CSW or support@sportsground.com directly.

School are able to have multiple administrators and for security reasons this is something we recommend.

To login, go to your school Sparty site and click the Admin Login link (at the bottom of the page on the right hand side)



This opens a login screen. Enter your username and password and Log in.

A screenshot of a login form. At the top, it says "Log in" in green. Below that are two light blue input fields for username and password. Under the password field, there is a checkbox labeled "Remember Me" and a link "Forgot Password?". A green button labeled "Log in" is below the input fields. Below the button is the word "or" and a blue button with a Facebook icon labeled "Log in with Facebook". At the bottom, it says "By logging in, you agree to our Terms of Use and Privacy Policy" in green. At the very bottom, it says "No Account? Register Here" in green.

3.1 Registrations

When you login to your Sporty site the official registration forms will already available.

To view the registration forms, go into the Dashboard > Online Registrations.

You can also use the registration form as your own registration form for players/officials to register with the school directly if you wish. You have the ability to add additional fields to the form that are specific to you (eg uniform information). Any data in your custom fields is not passed to CSW, but is securely available for you to use as an online database. This lets everyone's needs be met through the completion of one single web form, so that you don't need to run a separate parallel registration/consent process.

3.1.1 Team Entry

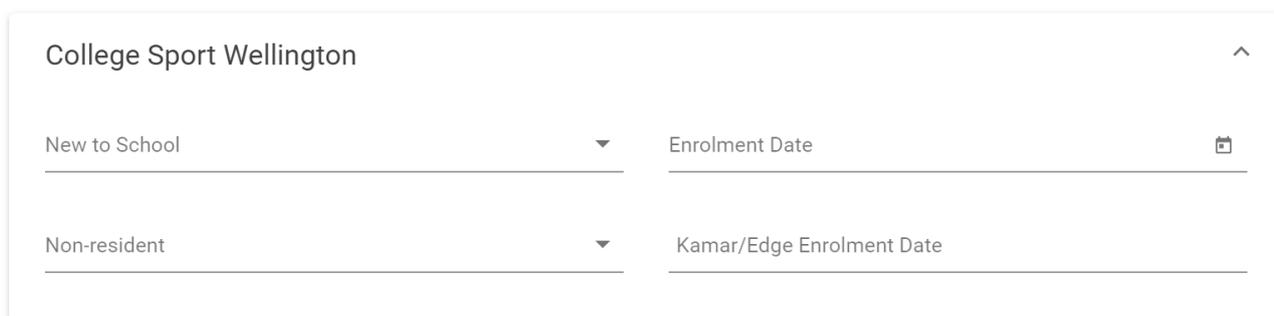
To add teams, click into Dashboard > TeamBuilder > click on the competition name. This will display the grades available. Click +Add Team to enter your team(s) within the relevant grade.

3.1.2 Player registration

You can [invite your players back to re-register](#) who registered last year, or, send a link to the form directly to students to register – see [how to obtain a link to your form](#), or. you can manually add players by clicking +Add New.

3.1.3 New to School requirements

There is a section on the registration form called College Sport Wellington. This section contains fields that are required to be completed for players in the premier teams to meet the new to school requirements.



The screenshot shows a form section titled "College Sport Wellington" with a collapse icon (upward arrow) in the top right corner. Below the title, there are four input fields arranged in a 2x2 grid. The top-left field is labeled "New to School" with a downward arrow icon. The top-right field is labeled "Enrolment Date" with a calendar icon. The bottom-left field is labeled "Non-resident" with a downward arrow icon. The bottom-right field is labeled "Kamar/Edge Enrolment Date".

New to school *Yes/No*

Enrolment date *Date*

Non resident *Yes/No*

Kamar/Edge Enrolment Date *Date*

[if your school has connected Sporty to KAMAR/Edge this field will automatically pull through]

These fields are not visible to the student as are Admin Only fields for the sports coordinators to complete.

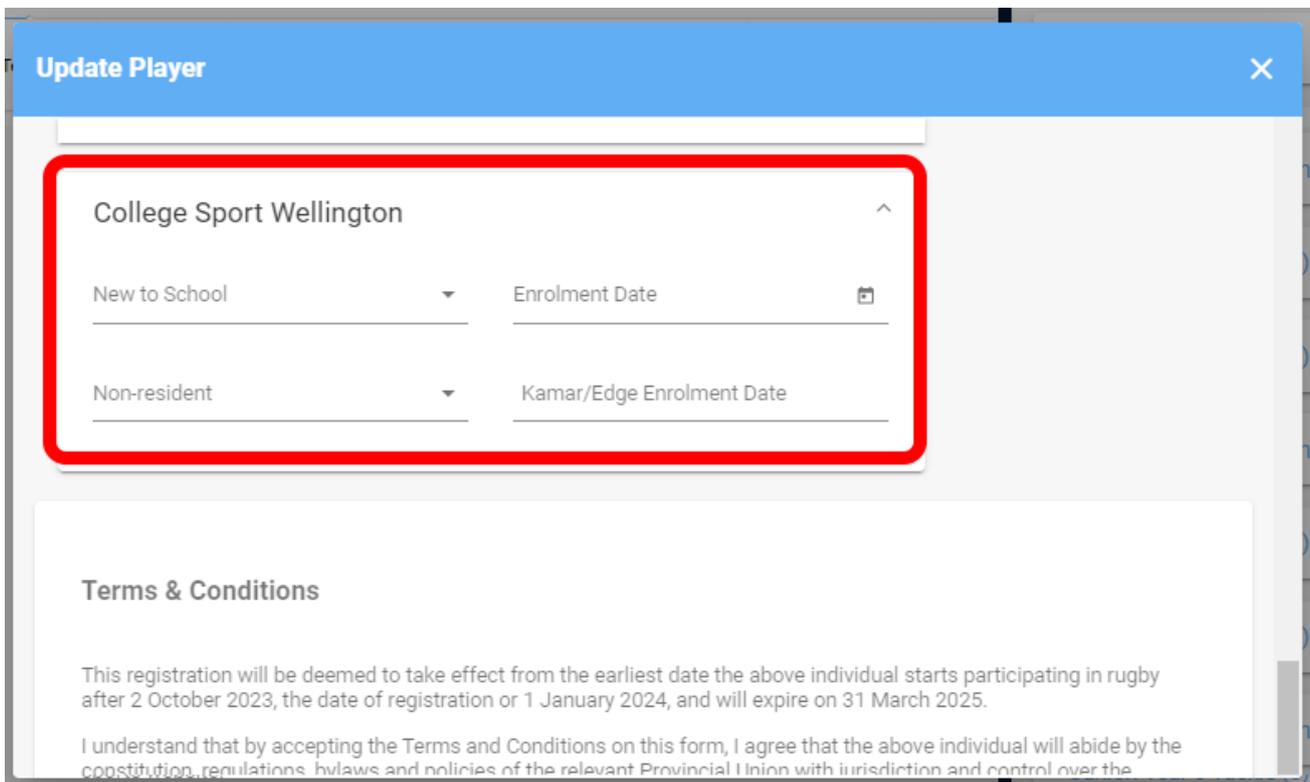
To edit the players details, go into TeamBuilder, Click the magnifying icon to search for the player (as per the screen shot below). Note that if players have already been allocated to a team tick on 'In a team' to display all players in your database.



The click magnifying glass icon to edit the players record



This opens the players registration record. Scroll to the bottom of the form and complete the College Sport Wellington section. Note if your school is connected to Kamar/Edge the *Kamar/Edge Enrolment Date* field will be automatically populated. If not connected to Kamar/Edge you will update the *Enrolment Date* field.



Submit the form.

Repeat these steps for each player playing the grade that requires these fields updated.

3.1.4 Add players to teams

Once teams have been added into TeamBuilder and players registered the final step is to drag and drop players into teams via TeamBuilder. See [this support article](#).

4 KAMAR/Edge Integration

If you are a KAMAR/Edge school you can connect with KAMAR/Edge to display your school role within Sporty. This gives you the ability to pull students details directly from KAMAR/Edge into the registration form.

To connect KAMAR for your school please see [this support article](#).

To connect Edge for you school please see [this support article](#).

If you have any queries regarding KAMAR/Edge integration contact the Sporty support team at support@sportsground.com