

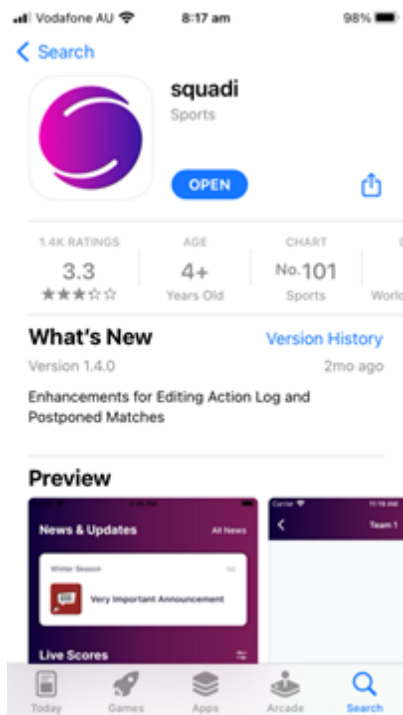
## Help Guide for Referees

### How to Download the app

**Step 1:** You can **download** the app from either the

App Store - <https://apps.apple.com/us/app/squadi/id1614546003>

Google Play - <https://play.google.com/store/apps/details?id=com.wsa.squadi>

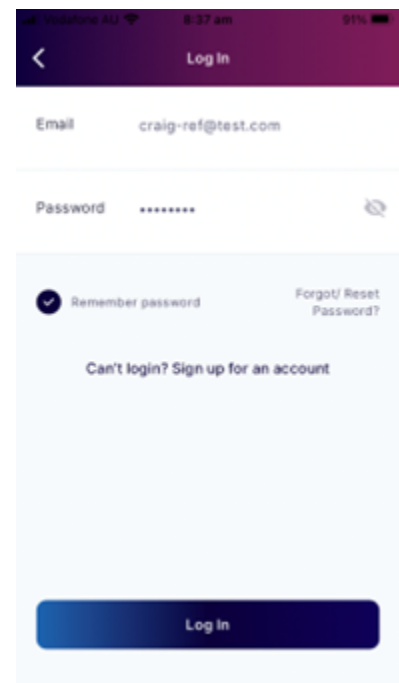
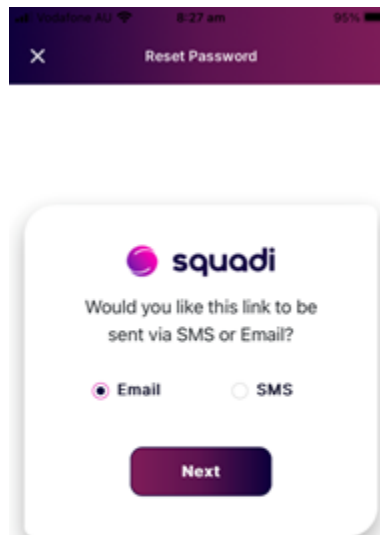
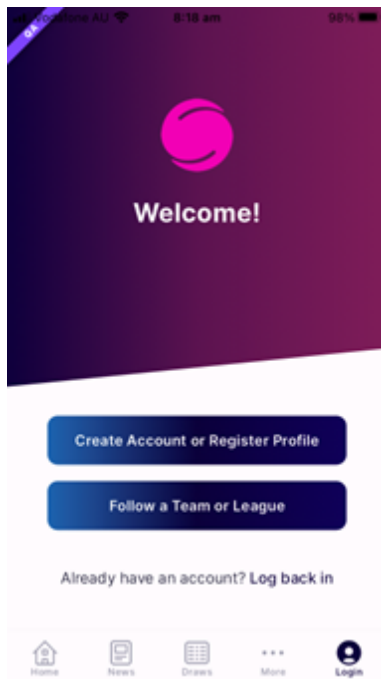


## How to Sign into the app

**Step 1:** You will **already have an account set-up** based on the email used to register with in PlayFootball.

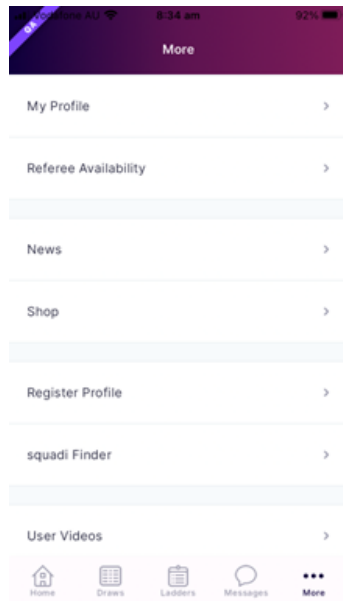
You should have received an email with your sign in password (please note this can deliver to spam)

If you cannot find this, please use the **Forgot / Reset Password** option which will allow you to reset and create a new password.

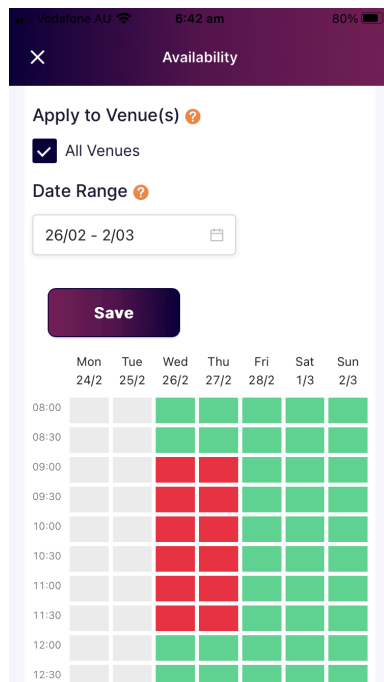


## How to set your Availability or Unavailability

**Step 1:** You can set your availability selecting **More** (3 dots) and then **Referee Availability** (please note if you are not seeing this option, it means you have not been added as a referee yet or you have not signed in with the email attached to your referee profile)



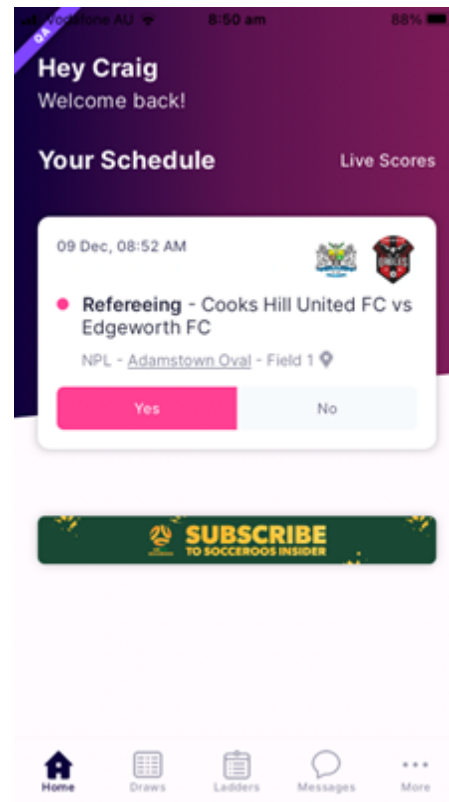
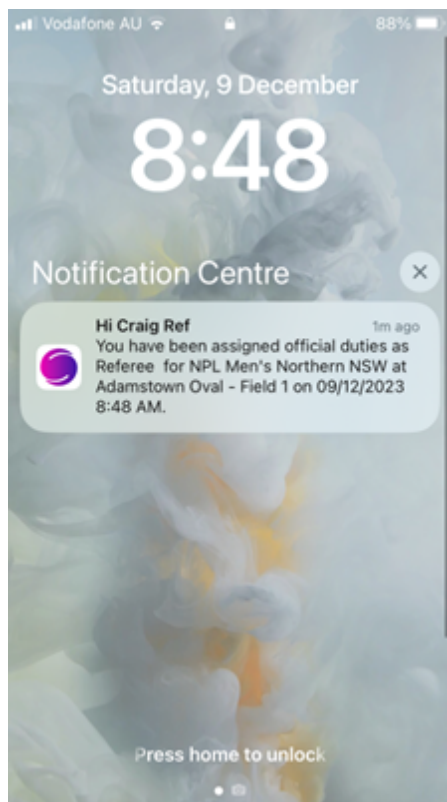
**Step 2:** Select the **date range** to the week you're setting availability for and then **swipe** on the grid followed by selecting **save**. Red = Unavailable and Green = Available and you can set for all venues or by venue



## How to Accept or Decline appointments

**Step 1:** You will receive a **push notification** when an appointment has been received.

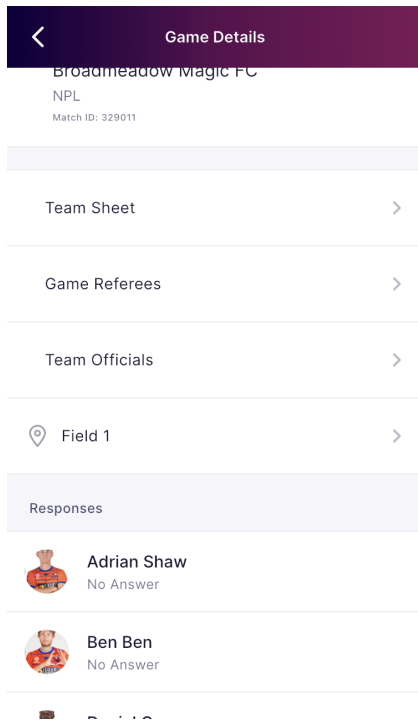
On your home screen you will see a Referee match card. You can Accept or Decline the match by selecting Yes or No (please note the competition organiser can set a time period in which you can decline an appointment). If you select No you will need to provide a reason for declining the match.



# How to View Team sheets, Team Officials, Match Officials and Report Incidents

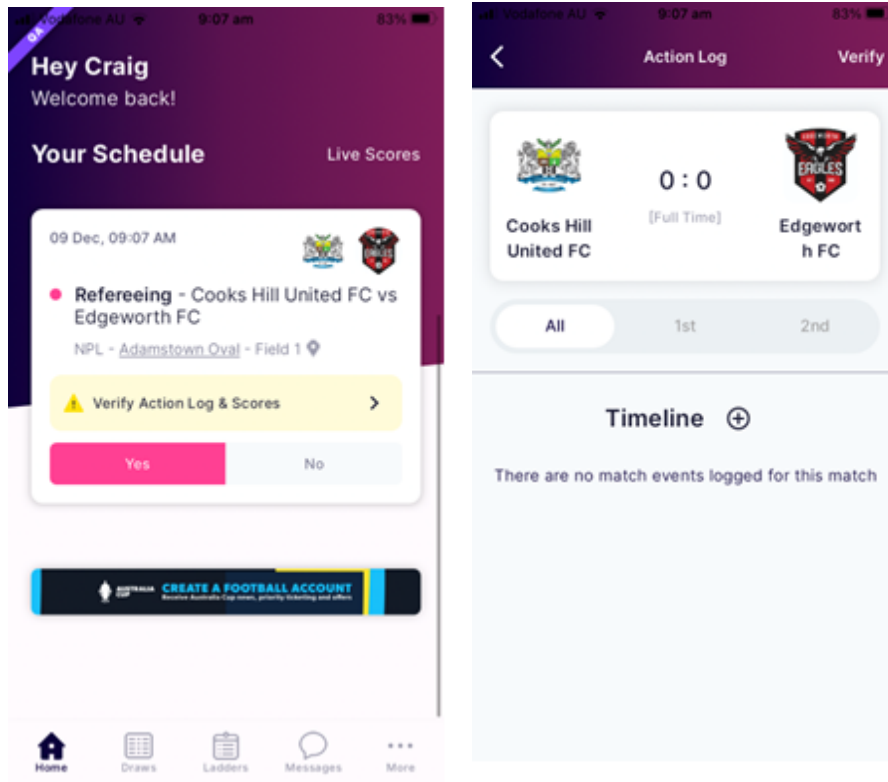
**Step 1:** You click on the referee card and it will take you to this screen.

Here you will be able to edit Team Sheets that have been submitted, edit Team Officials that have been submitted, View/Contact fellow appointed Match Officials and Report Incident



## Submitting match results

**Step 1:** At the conclusion of the match you need to tap on the **Verify Action Log & Scores** and will be taken to this screen.



To put in the match result, Select **Timeline +** and enter the goals and offences by player. Once completed click 'Verify' this match will submit the match result and then remove the referee card from your schedule.

