NEW CLUB AREA

CREATED AND DISTRIBUTED BY:

Phone: +39 051 307060
www.dataproject.com
info@dataproject.com

Copyright © 2019 by Data Project.
All rights reserved.

Table of contents

1. Club Area Introduction 3
2. Login 4
    2.1 Access the Club Area 4
3. Club Info 5
4. Yellow Pages 6
    4.1 Search a subject by the category 6
    4.2 Search a subject by the category and other information 7
5. Team Area 8
    5.1 Select the Team 8
    5.2 Manage Team Logo 8
    5.3 Manage Team Uniforms 8
    5.4 Manage Team Photo 8
    5.5 Modify the Roster 9
    5.6 Modify the Staff 9
6. Match List 10
    6.1 Files Download 11
        6.1.1 Shared files 11
        6.1.2 e-Scoresheet files 11
        6.1.3 Data Volley files 11
    6.2 News 12
        6.2.1 News Icons 12
        6.2.2 Create a News 12
        6.2.3 Add Content 13
        6.2.4 Add an image 14
        6.2.5 Publish the article 15
        6.2.6 News Homepage Preview 15
    6.3 Gallery 16
        6.3.1 Gallery Icons 16
        6.3.2 Create a Gallery 16
        6.3.3 Add Photos 17
            6.3.3.1 Photo Icons 17
        6.3.4 Add Videos 18
            6.3.4.1 Video Icons 18
        6.3.5 Add Videos from YouTube 19
            6.3.5.1 How to get the link of a YouTube video 19
        6.3.6 Add Audios 20
            6.3.6.1 Audio Icons 20
        6.3.7 Gallery Management 21
            6.3.7.1 Delete files 21
            6.3.7.2 Gallery cover 21
            6.3.7.3 Caption 21
            6.3.7.4 Add tags **21**
        6.3.8 Gallery Homepage Preview 22
        6.3.9 Media Gallery 22
        6.3.10 Media in the Play by Play 23
        6.3.11 Media in Player's webpage 23
        6.3.12 Media in Team's webpage 24
7. Download 25

1. Club Area Introduction

Enhance your Microsite with brand new features

Web Competition Manager **Club Area** has been completely renovated.

The enhancements concern not only the look, but also the usability of the Area, that has been conceived to be **easy-to-use** and **best-performing** at the same time, as well as **mobile-friendly**.

This operation will enable clubs to access all their information in the most complete and efficient way, easing both clubs and Organization work.

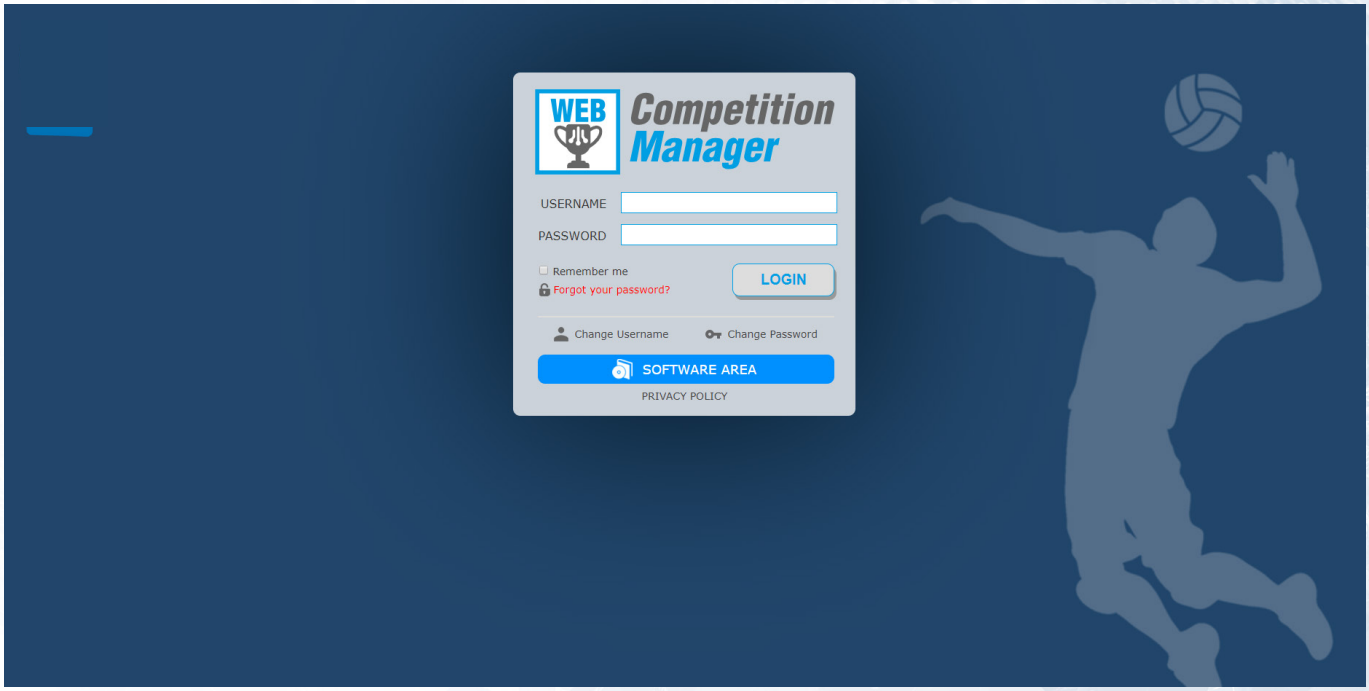
All the necessary information included in the **Yellow Pages** about Officials, National Federations, Clubs, Stadiums and Hotels can be easily shared with other clubs or the Organization.

Roster, players and staff's pictures, and all the other team's details can be managed through the **Team Area**.

Gallery with photo, video and audio, News, and any file that may be useful for your and other Clubs (e.g. a team picture needed for a leaflet to distribute to the audience in the Stadium), can be managed through the **Match List**.

The **Download** area contains links to download Data Project software Media, Plugins, Apps and Handbooks.

2. Login

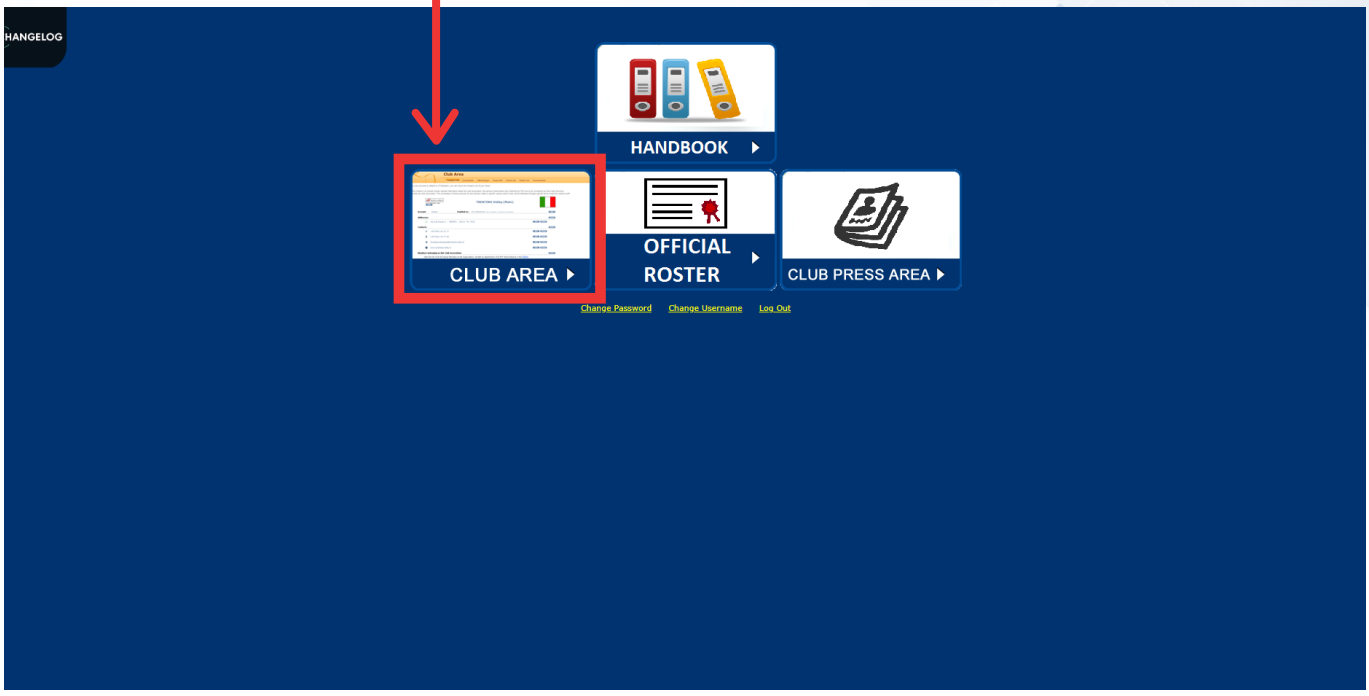


2.1 Access the Club Area

1) Go to the login area of your WCM *yourfederationcode*-wcm.dataproject-stats.com

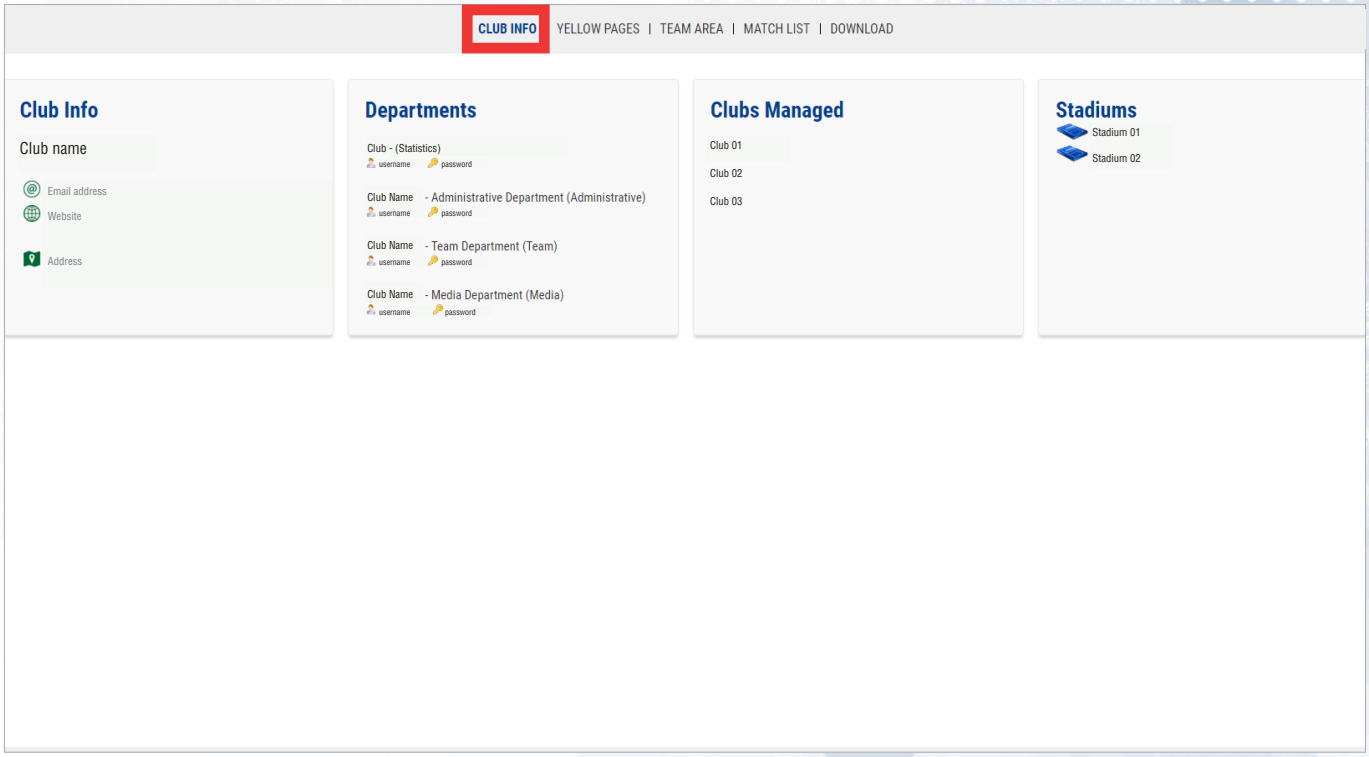
2) Login with your USERNAME and PASSWORD

3) Select the CLUB AREA window



3. Club Info

Club Info contains all the information regarding the Club, Departments and list of Managed Clubs.



Club Info - *Basic club information*

- Club email address
- Club Website
- Club Address

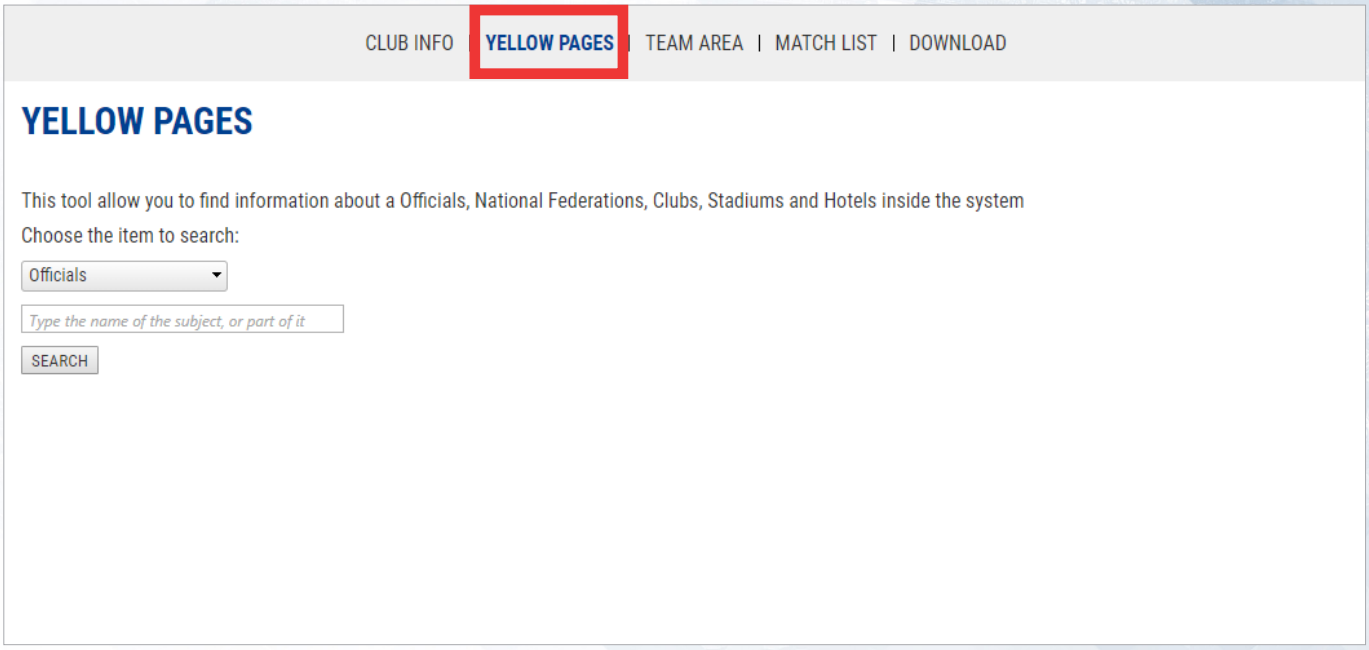
Departments - *For the management of each department*

- **Statistics** Department - Software management
- **Administrative** Department - Club Area management
- **Team** Department - Scoresheet confirmation
- **Media** Department - Communications

Clubs Managed - *List of clubs included in the club area*

4. Yellow Pages

Yellow Pages is a Directory area where it is possible to find information about Officials, National Federations, Clubs, Stadiums and Hotels included in the system.

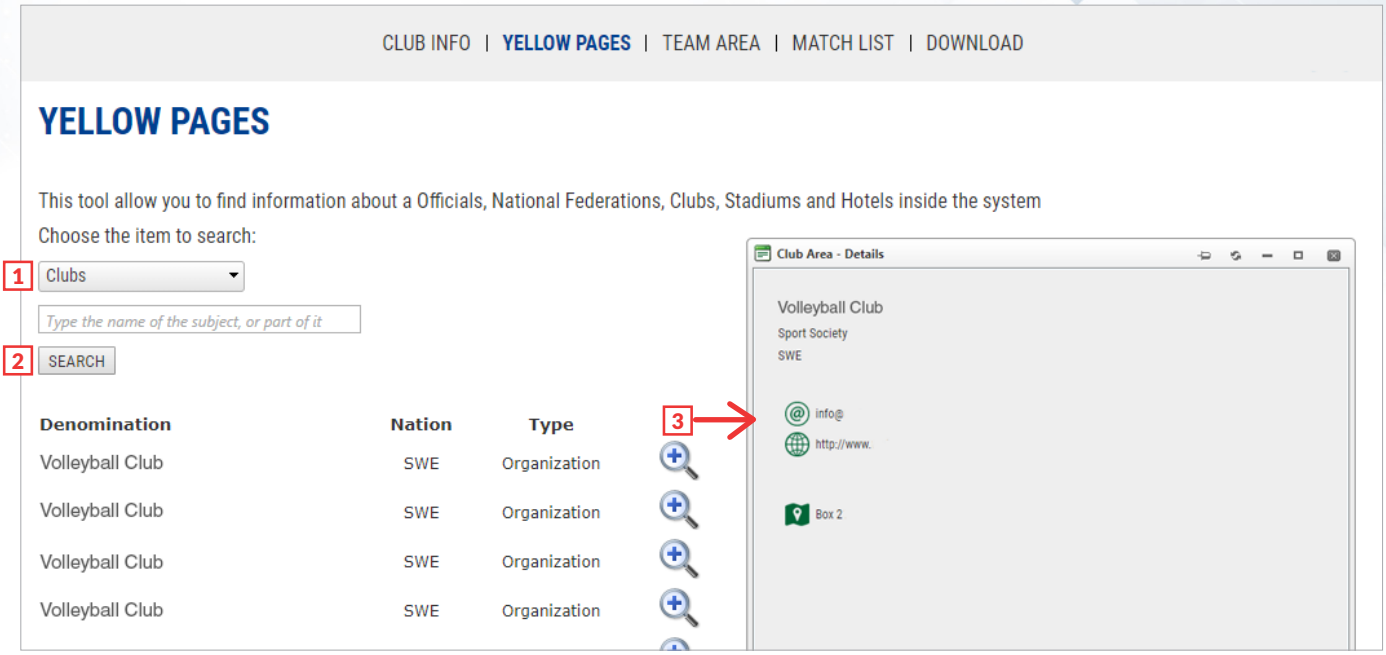


4.1 Search a subject by the category

1) Select the category from the drop-down menu

2) Click SEARCH to get all the subjects of the category

3) To read the details, click on the lens.



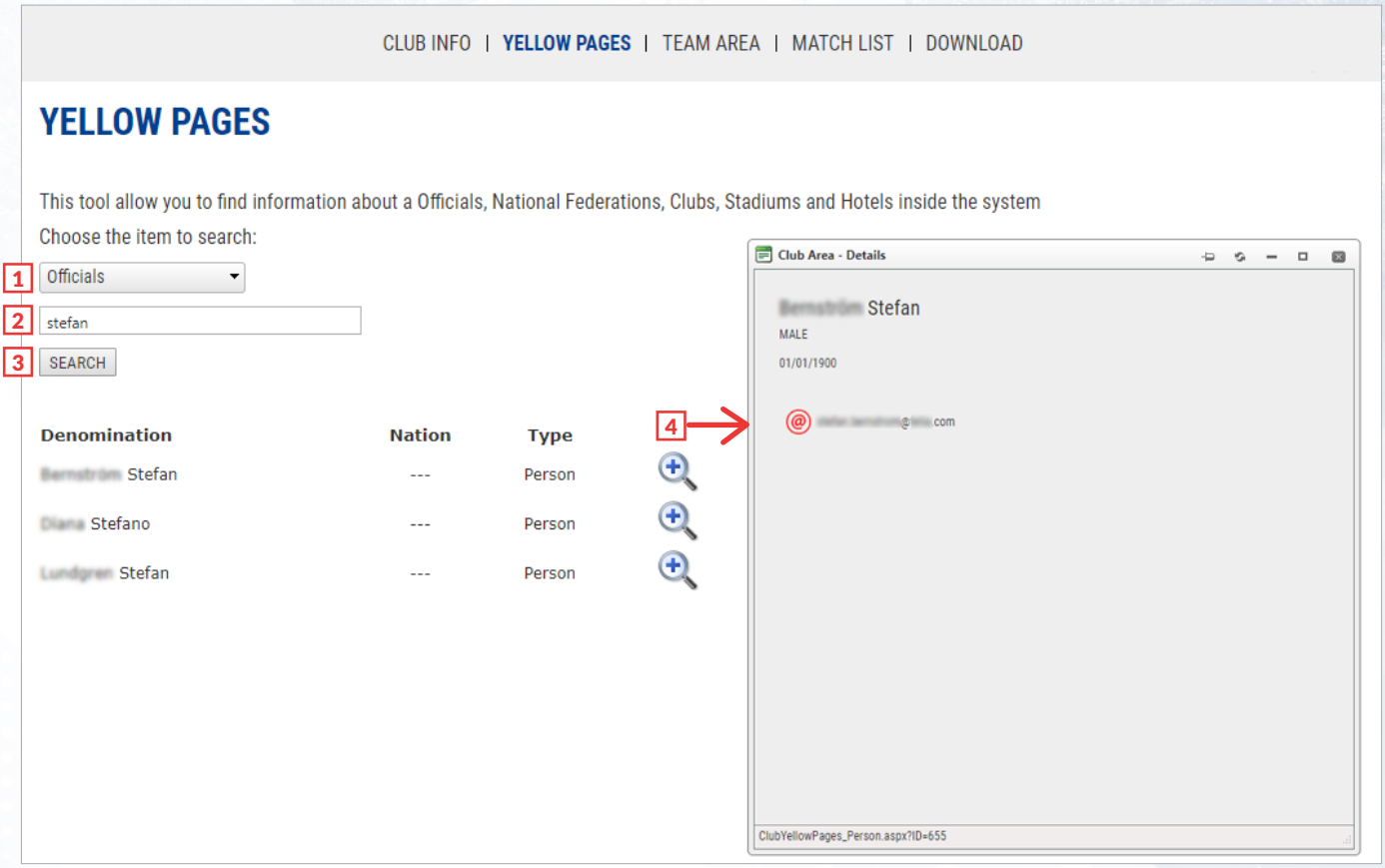
4.2 Search a subject by the category and other information

1) Select the category from the drop-down menu

2) Add further information in the search bar (e.g. name)

3) Click SEARCH

4) To read the details, click on the lens.



5. Team Area

In the **Team Area** it is possible to manage the details related to all the active teams managed by the Club during the running season. Roster, players and staff's pictures, team logos, team uniforms, and all the other teams details can be managed through this area.

5.1 Select the Team

1) Click on the drop-down menu and select the Team you need to manage

5.2 Manage Team Logo

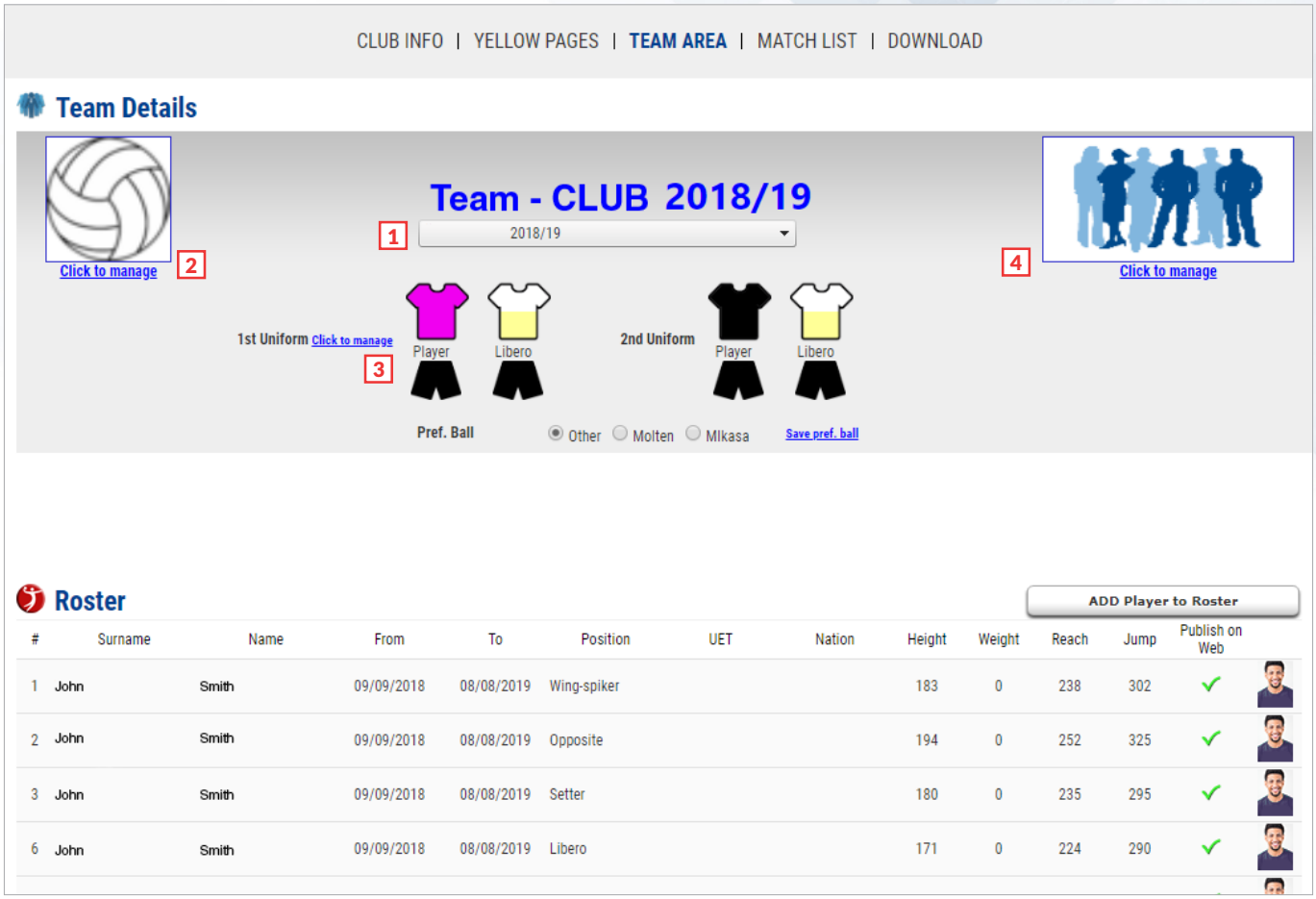
2) Click on the link Click to manage and UPLOAD an image

5.3 Manage Team Uniforms

3) Click on the link Click to manage and then click on the color to change it

5.4 Manage Team Photo

4) Click on the link Click to manage and UPLOAD an image



5.5 Modify the Roster

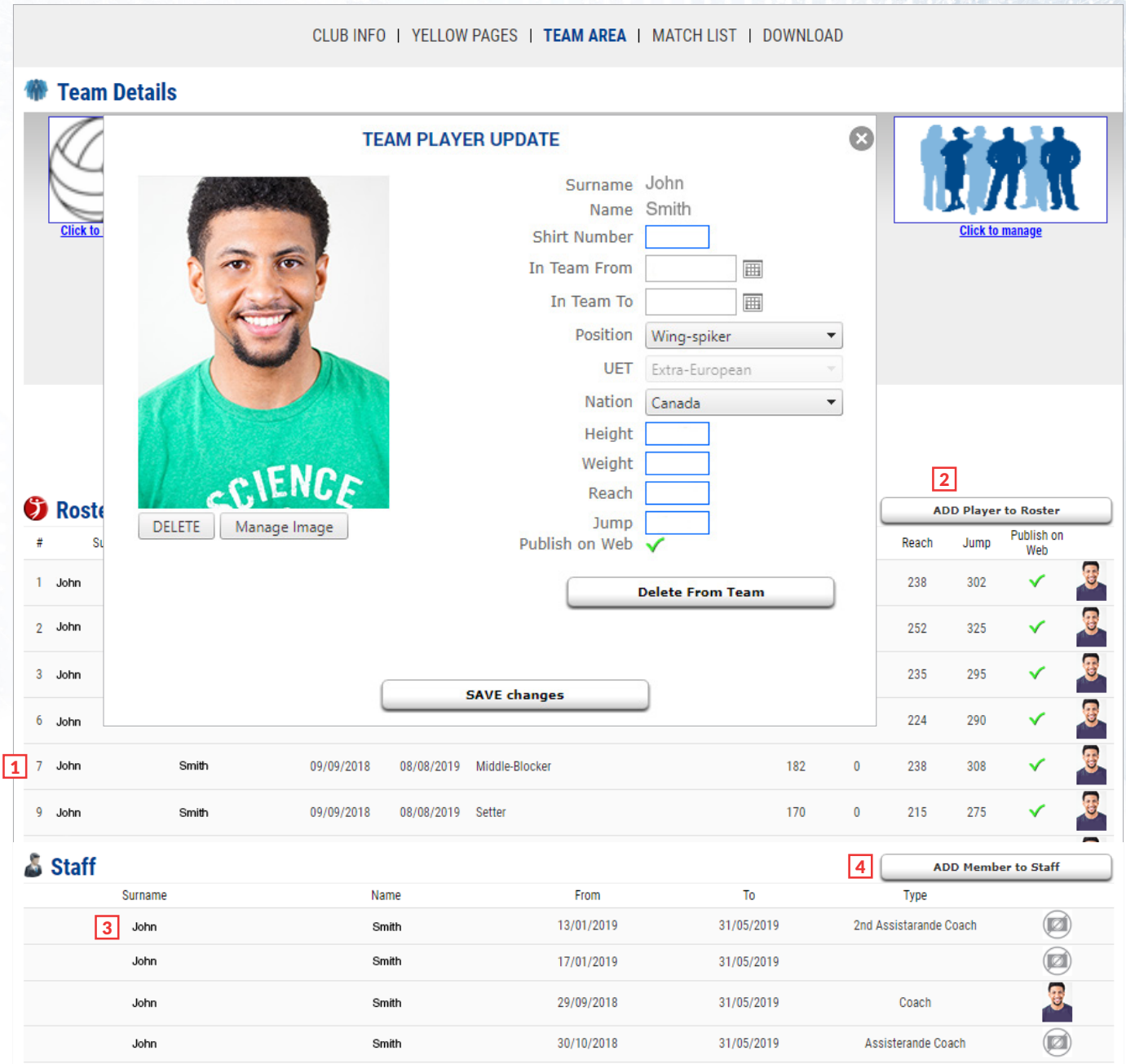
1) To add/amend information about a player already in the roster, click on the player's name, make the amendments and SAVE CHANGES before closing the window.

2) To add a new/missing player to the Roster, click on the button ADD player

5.6 Modify the Staff

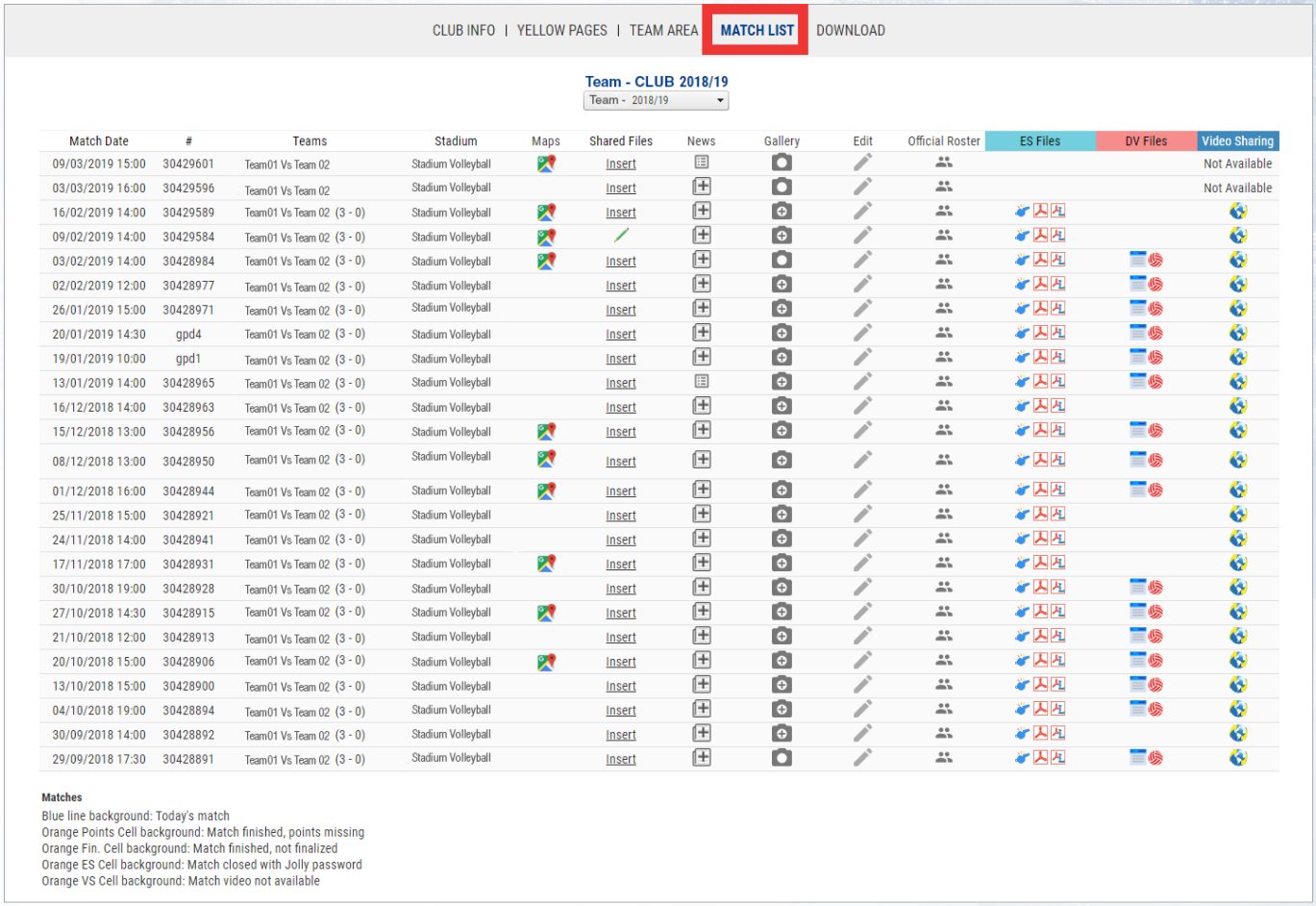
3) To add/amend information about a staff person already in the list, click on the person's name, make the amendments and SAVE CHANGES before closing the window.

4) To add a new/missing person to the Staff list click on the button ADD staff



6. Match List

In the **Match List** it is possible to find all the matches planned or played, with all the related information and connected files.

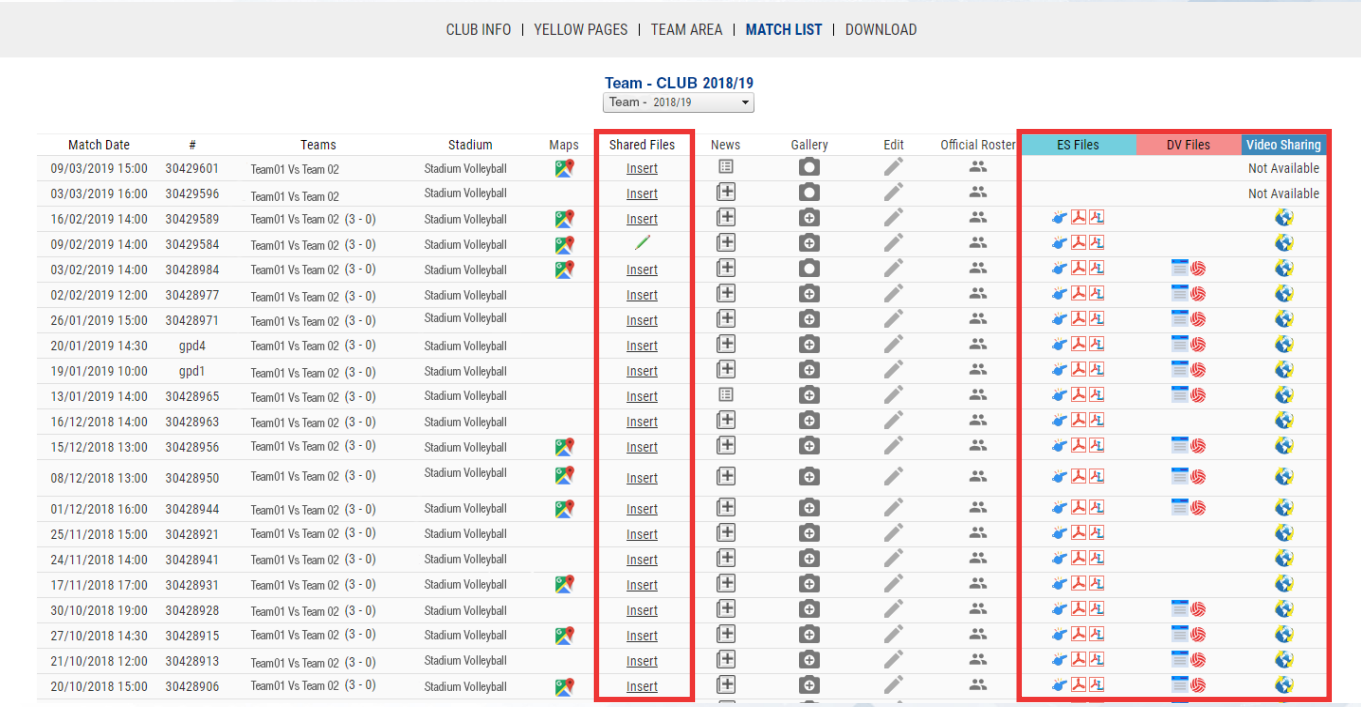


Match List Information

- Date of the Match
- Match code
- Teams Name & Final score
- Stadium Name
- Maps Location Link
- Shared Files
- News
- Gallery
- Official Roster
- eScoresheet Files
- Data Volley Files
- Video Sharing File

6.1 Files Download

In the **Match List** several files can be downloaded before and after the match.



Match Date	#	Teams	Stadium	Maps	Shared Files	News	Gallery	Edit	Official Roster	ES Files	DV Files	Video Sharing
09/03/2019 15:00	30429601	Team01 Vs Team 02	Stadium Volleyball		Insert							Not Available
03/03/2019 16:00	30429596	Team01 Vs Team 02	Stadium Volleyball		Insert							Not Available
16/02/2019 14:00	30429589	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
09/02/2019 14:00	30429584	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball									
03/02/2019 14:00	30428984	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
02/02/2019 12:00	30428977	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
26/01/2019 15:00	30428971	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
20/01/2019 14:30	gpd4	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
19/01/2019 10:00	gpd1	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
13/01/2019 14:00	30428965	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
16/12/2018 14:00	30428963	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
15/12/2018 13:00	30428956	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
08/12/2018 13:00	30428950	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
01/12/2018 16:00	30428944	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
25/11/2018 15:00	30428921	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
24/11/2018 14:00	30428941	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
17/11/2018 17:00	30428931	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
30/10/2018 19:00	30428928	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
27/10/2018 14:30	30428915	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
21/10/2018 12:00	30428913	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							
20/10/2018 15:00	30428906	Team01 Vs Team 02 (3 - 0)	Stadium Volleyball		Insert							

6.1.1 Shared files

Any kind of file that can be useful for home and guest teams (e.g. team pictures needed for a leaflet to distribute to the audience in the Stadium), can be managed through this area.

Insert = No file added yet. Click to add one

= One or more files in the folder.
Click to 1) Open the folder; 2) Download files; 3) Modify your team files; 4) Add new files

6.1.2 e-Scoresheet files

1) Official scoresheet produced by eScoresheet, in both eScoresheet (.ref) and Pdf format

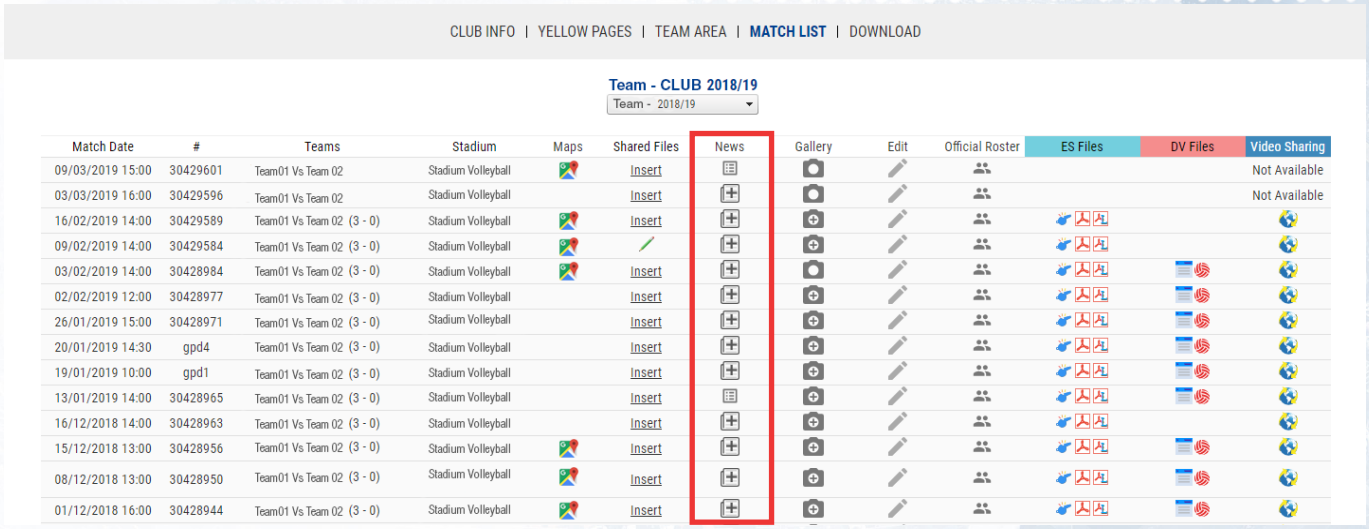
2) Libero player control in Pdf format

6.1.3 Data Volley files

1) Match report in both Data Volley (.dvw) and Pdf format

6.2 News

If Data Project provides your statistics Microsite, it is possible to have a Media area containing **News**. This area can be managed through the **Match List**.



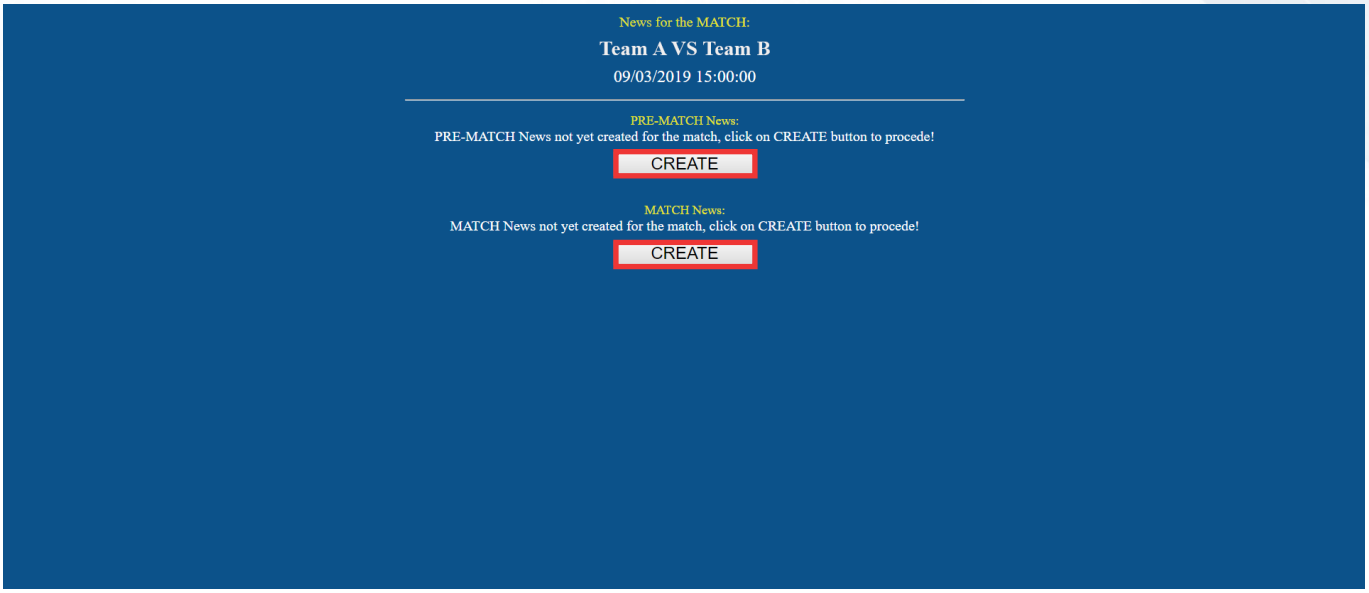
6.2.1 News Icons

= Add news. No news in the folder yet.

= Manage news. One or more news in the folder.

6.2.2 Create a News

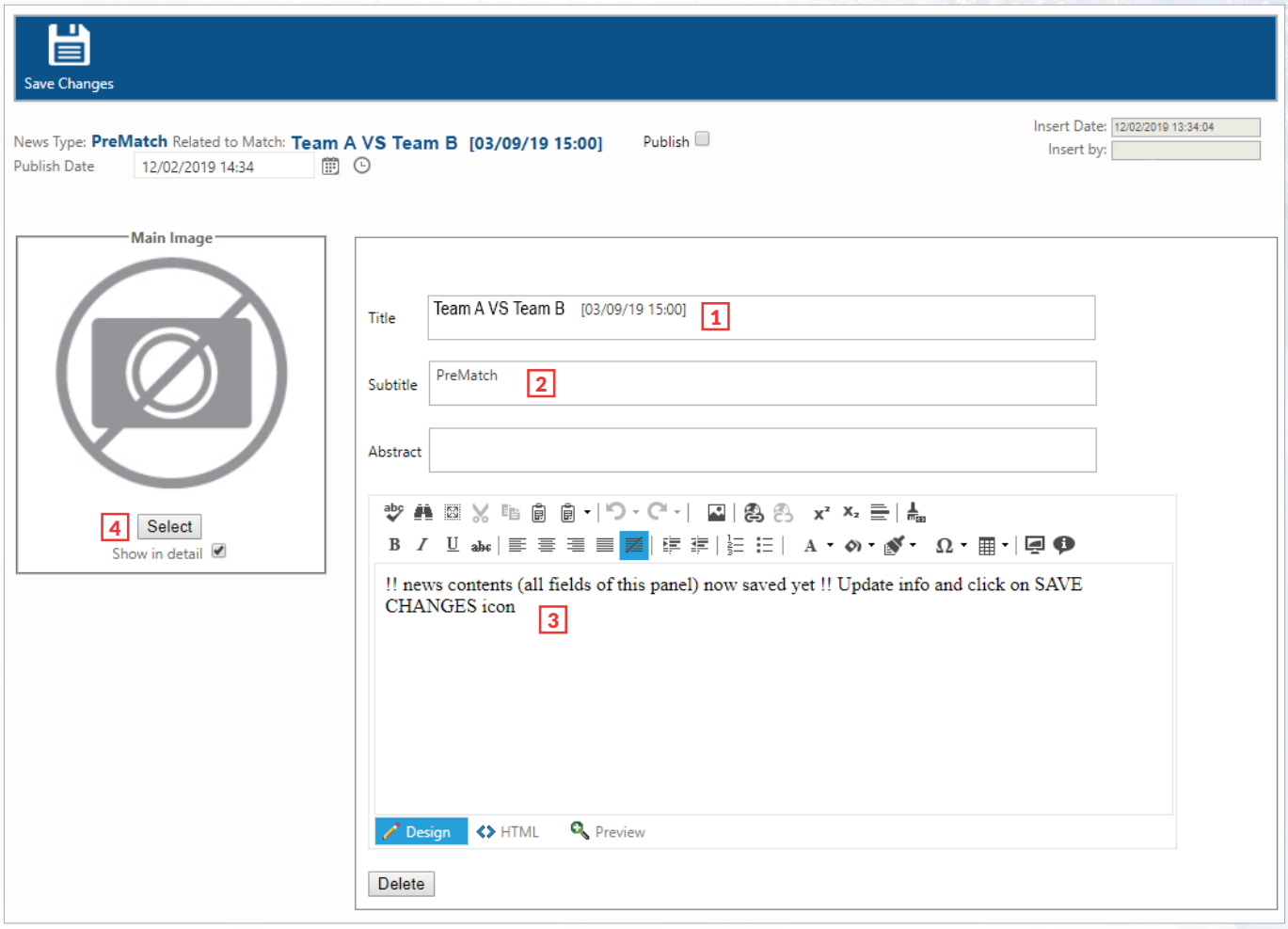
1) Click CREATE a News.
2) Click CREATE button

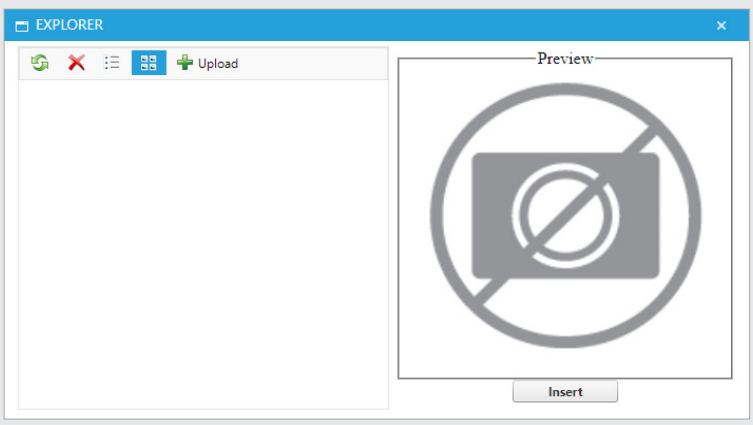


6.2.3 Add Content

It is possible to add a Pre-Match News or a Match-News depending on the article content. Once selected the type of news, a dedicated page it's displayed.

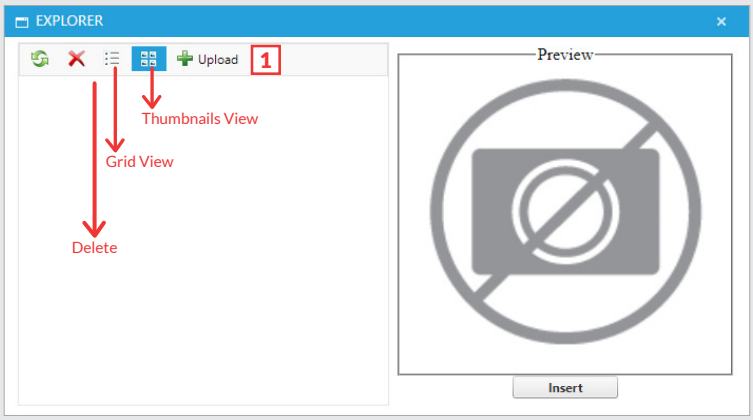
1) Add a Title
2) Add Subtitle and Abstract if needed
3) Write the content
4) Click Select to add a cover image

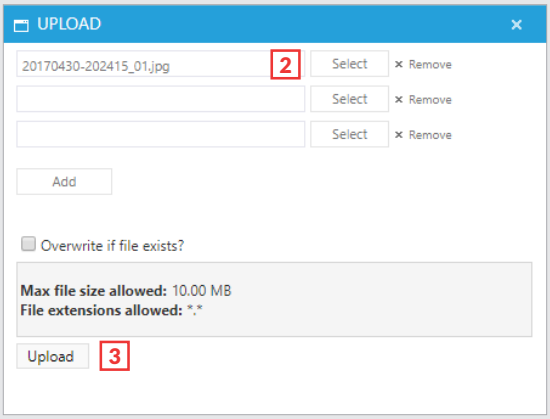


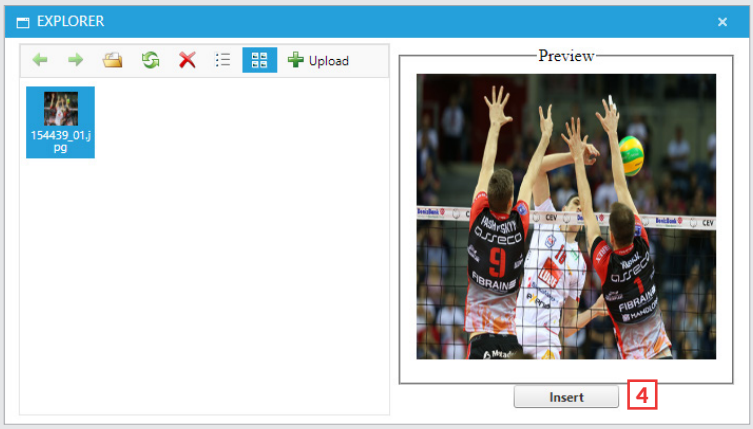


6.2.4 Add an image

1) Click Upload to select the Image from your folders. File must be max 10MB
2) Select and Insert the Image
3) Upload the selected Image
4) Click Insert to Add the cover to the article

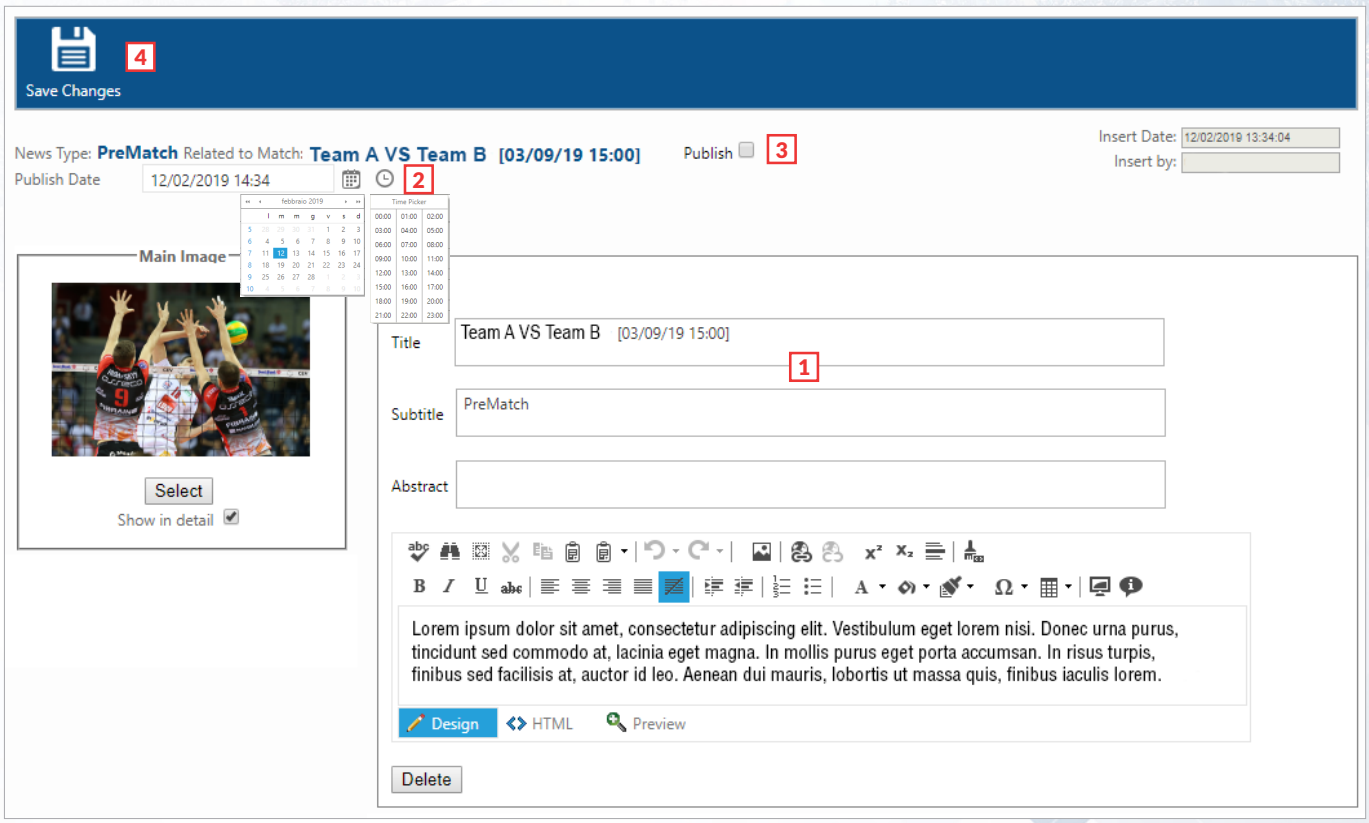




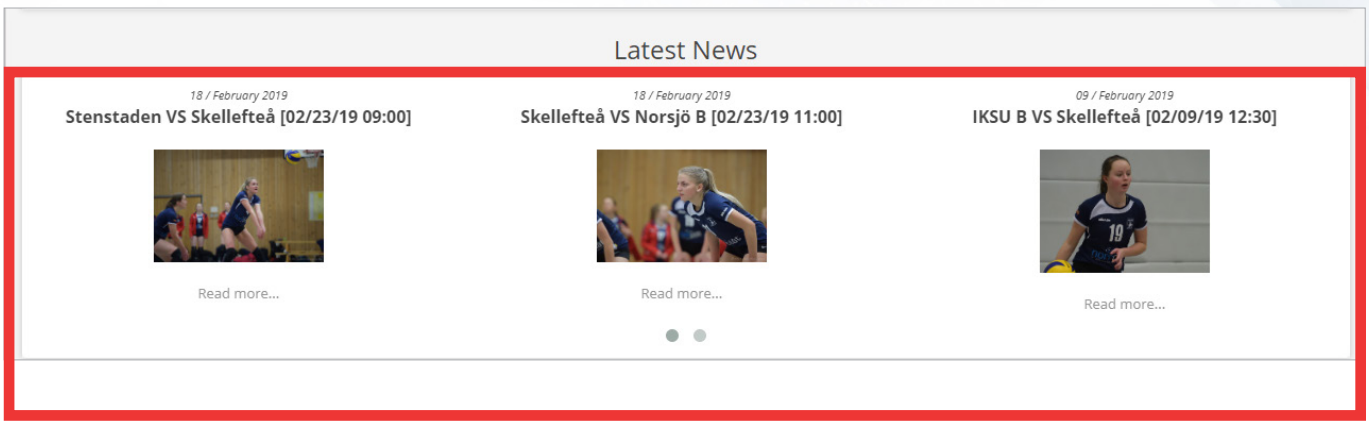


6.2.5 Publish the article

1) Check that all the contents are complete and correct (Title, Subtitle, Abstract, Text, Image)
2) To plan the Publish Date, Click to set a date, click to set a time;
   Leave the current setting to publish right away.
3) Check the Publish box
4) Click Save Changes 

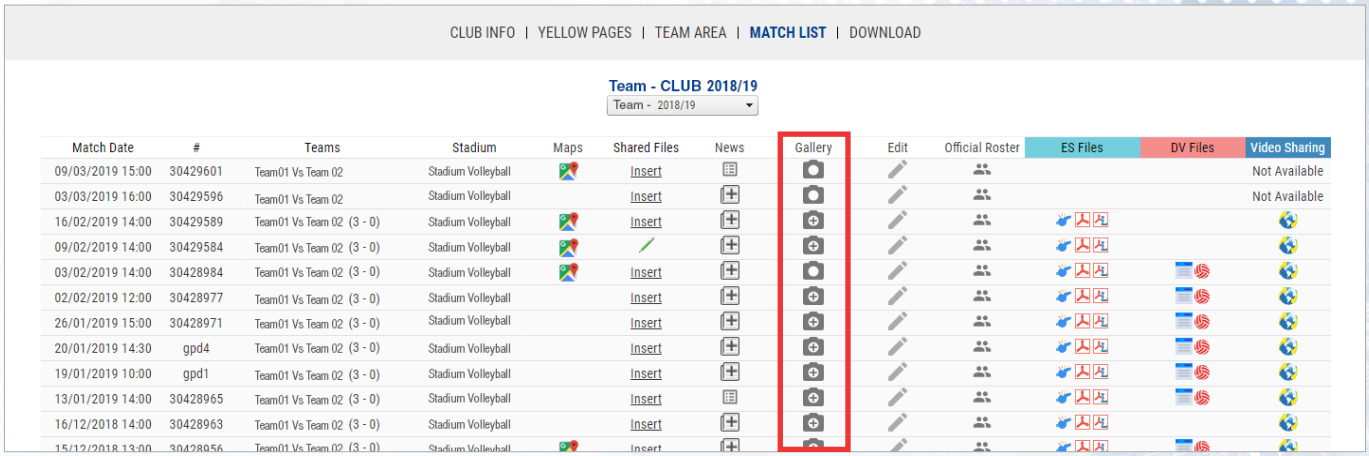


6.2.6 News Homepage Preview



6.3 Gallery

If Data Project provides your statistics Microsite, it is possible to have a Gallery to show pictures, video and audio. This area can be managed through the Match List.



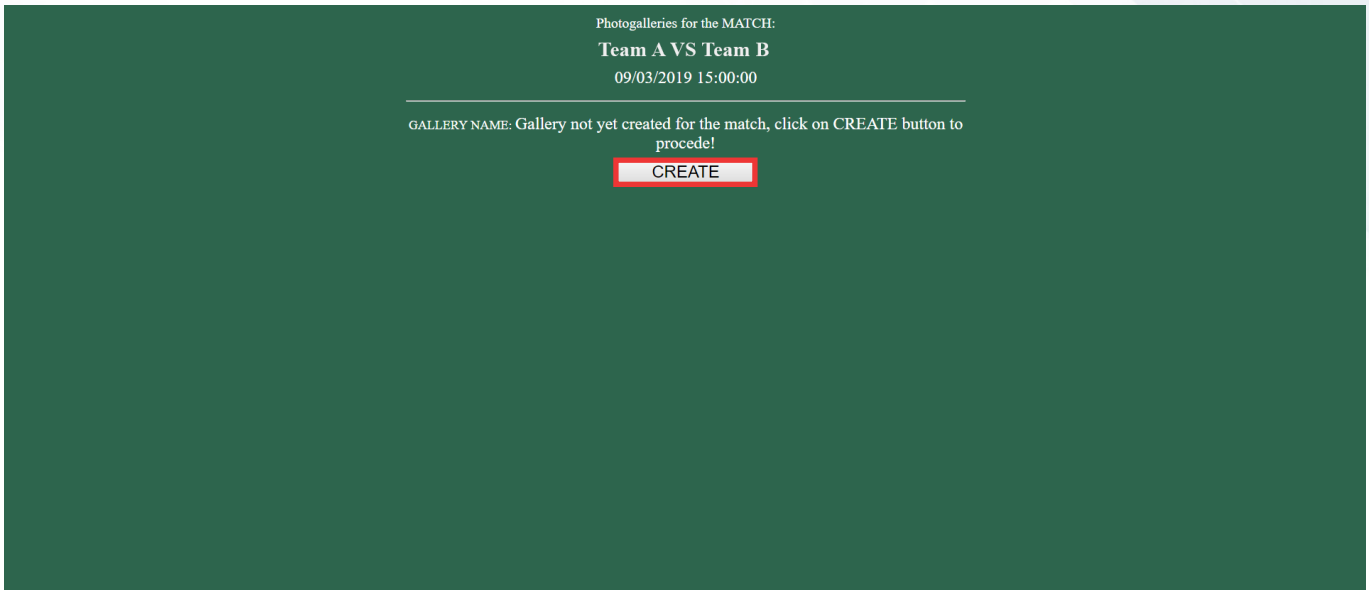
6.3.1 Gallery Icons

= Add gallery. No gallery created yet.

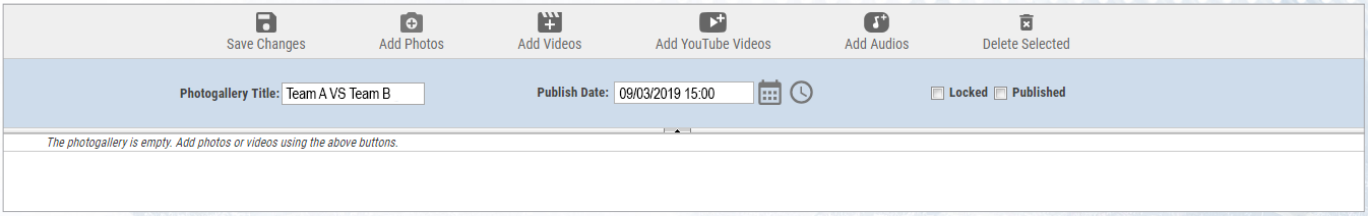
= Manage gallery. One or more files in the gallery.

6.3.2 Create a Gallery

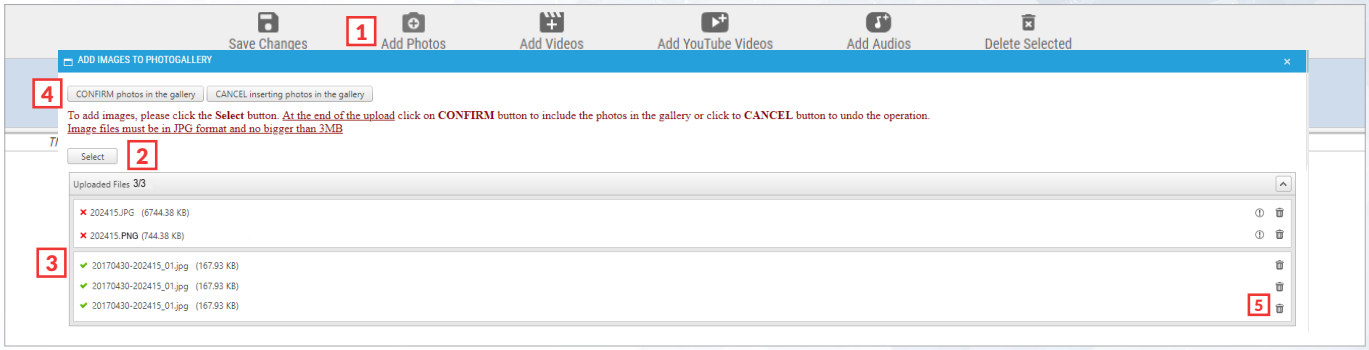
1) Click to create a Gallery.
2) Click CREATE button



6.3.3 Add Photos

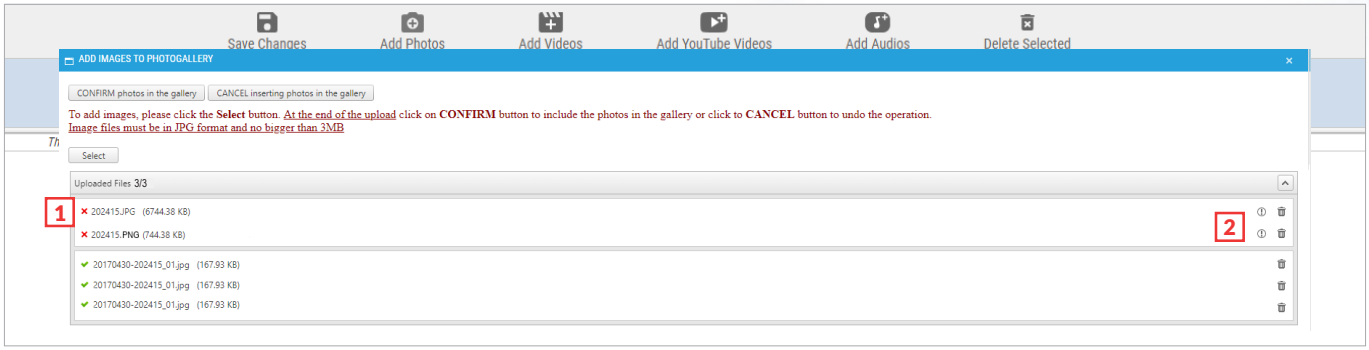


1) To add photos, click Add Photos
2) Click Select to add the images. Files must be in JPG format, max 3MB
3) Wait for all the images to be loaded. They must have the green check
4) Click CONFIRM to upload the images
5) To delete an image, click

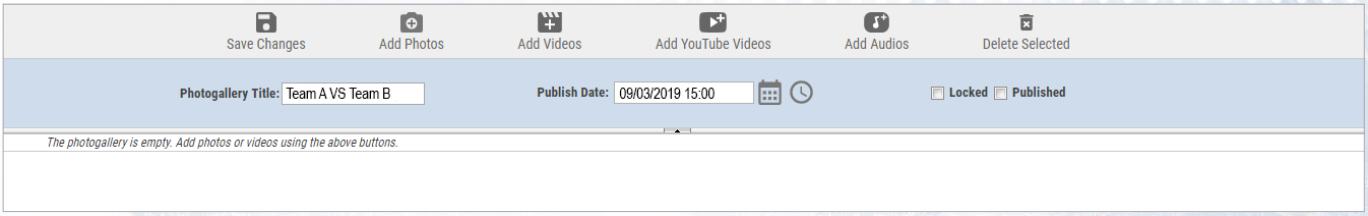


6.3.3.1 Photo Icons

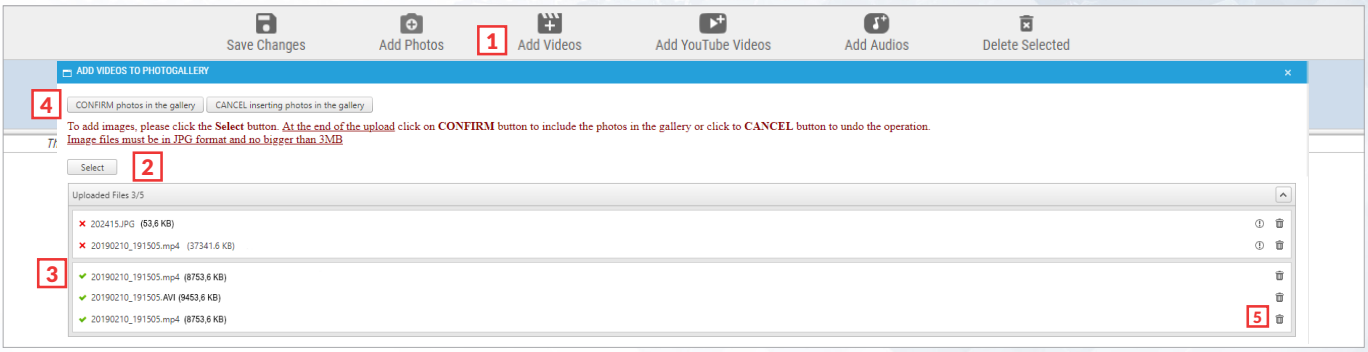
1) = The file cannot be uploaded.
2) Click to find out why. (e.g. format, size)



6.3.4 Add Videos



1) To add videos, click Add Videos
2) Click Select to add the videos. Files must be in MP4 or AVI format, max 10MB
3) Wait for all the files to be loaded. They must have the green check
4) Click CONFIRM to upload the videos
5) To delete a video, click

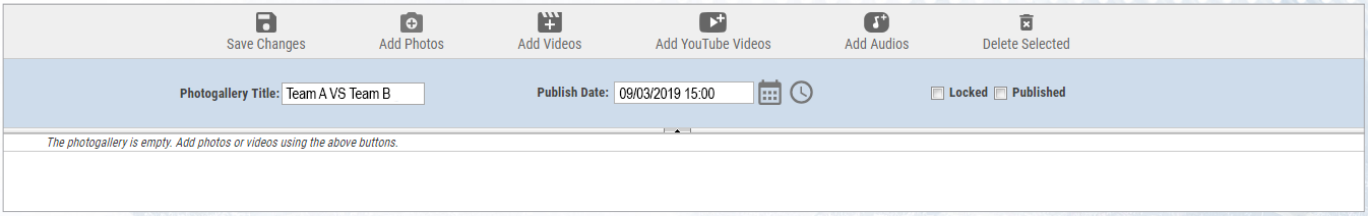


6.3.4.1 Video Icons

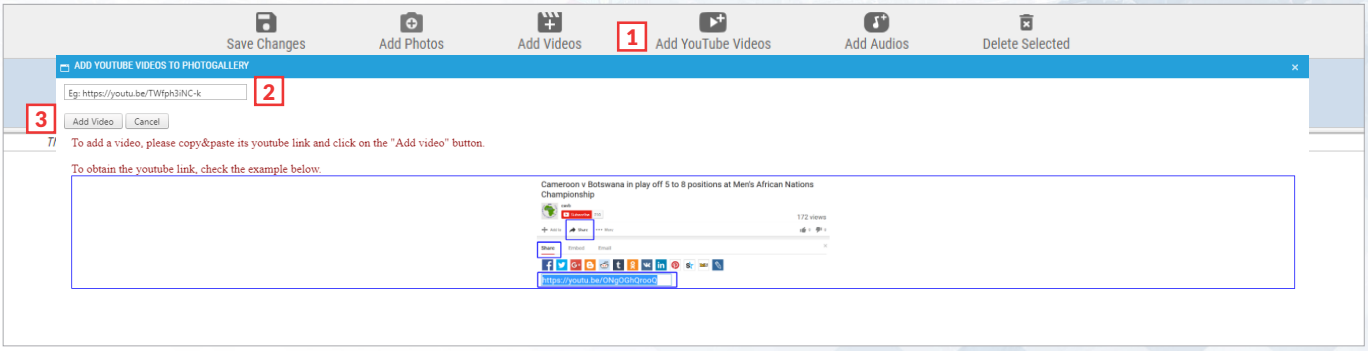
1) = The file cannot be uploaded.
2) Click to find out why. (e.g. format, size)



6.3.5 Add Videos from YouTube

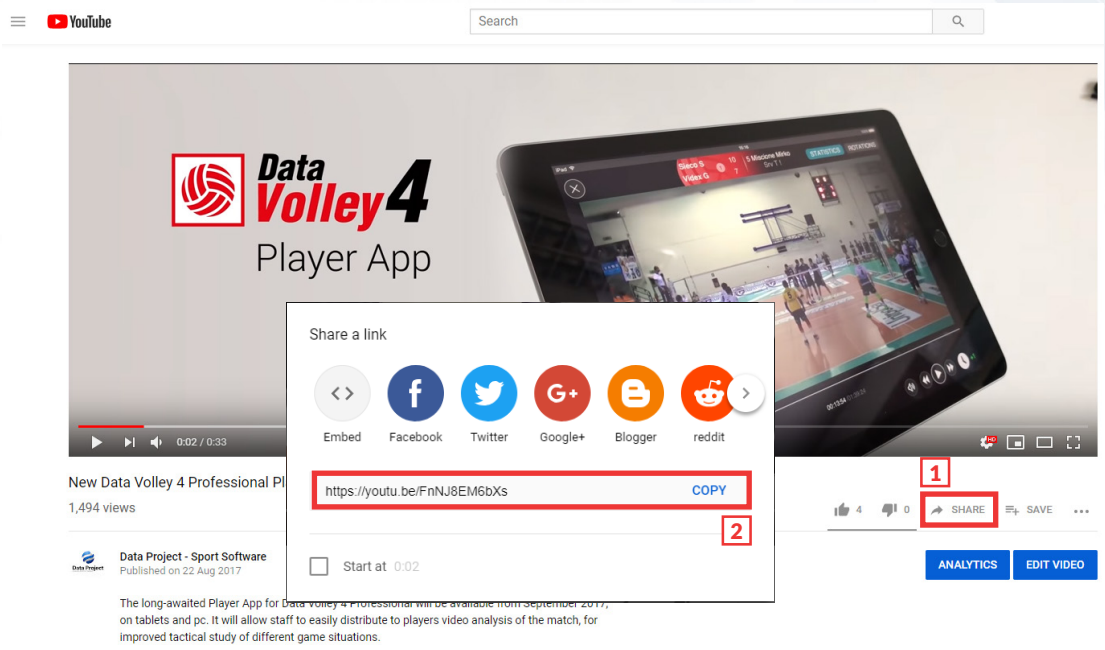


1) To add videos, click YouTube Videos
2) Paste in the dedicated area the YouTube link
3) Click Add Video

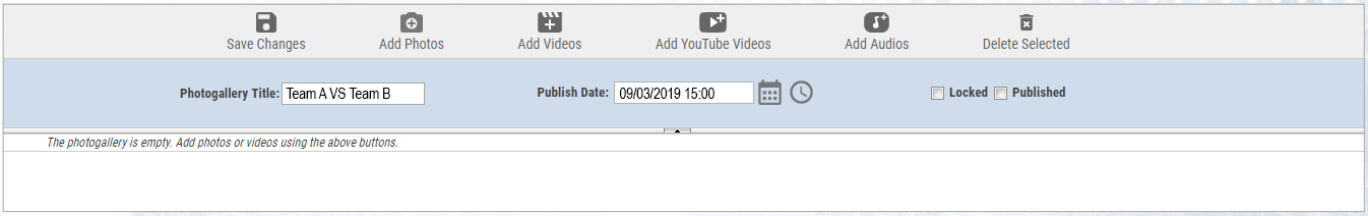


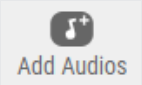
6.3.5.1 How to get the link of a YouTube video

1) Open your video on YouTube and click SHARE
2) Copy the link

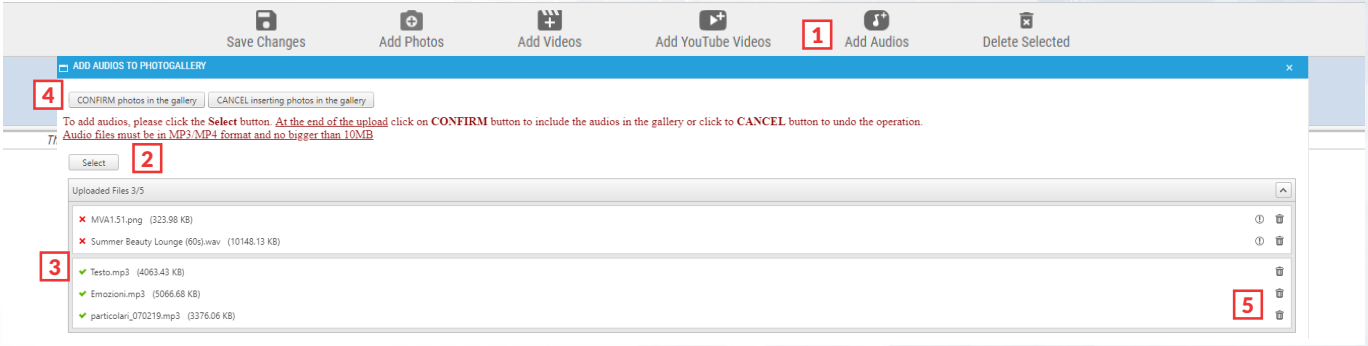


6.3.6 Add Audios



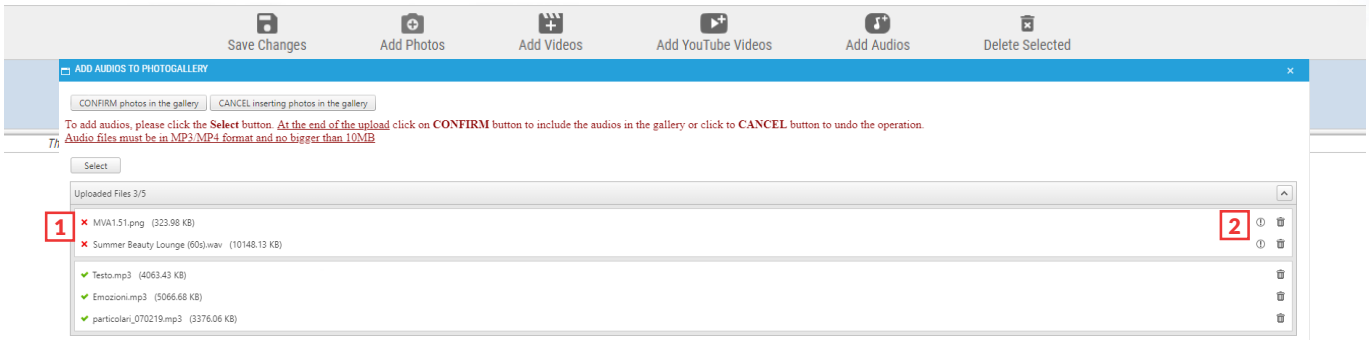
1) To add audios, click 

2) Click Select to add the videos. Files must be in MP3/MP4 format, max 10MB
3) Wait for all the files to be loaded. They must have the green check
4) Click CONFIRM to upload the audios
5) To delete an audio, click



6.3.6.1 Audio Icons

1) = The file cannot be uploaded.
2) Click to find out why. (e.g. format, size)



6.3.7 Gallery Management

6.3.7.1 Delete files

1) Check one or more “Delete” box

2) Click 

6.3.7.2 Gallery cover

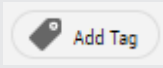
3) Click on Main image to select the gallery cover

6.3.7.3 Caption

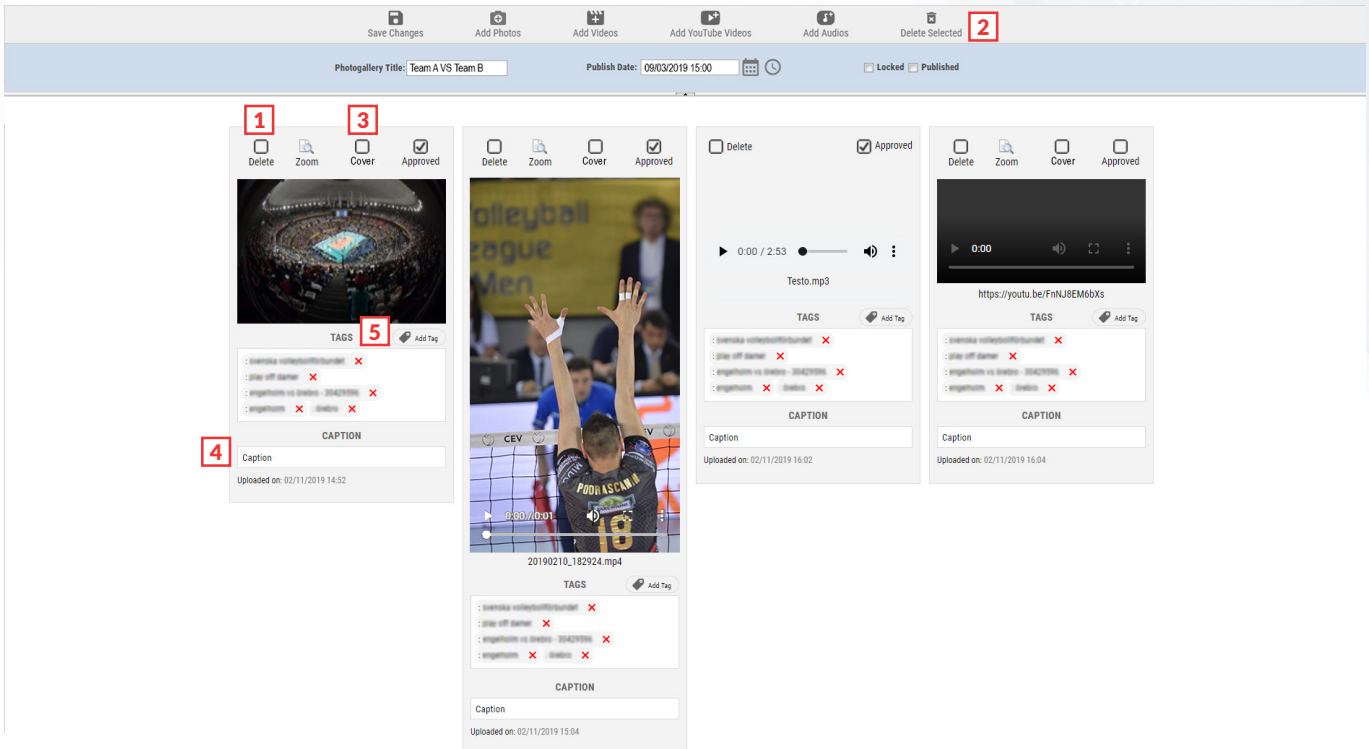
4) Click to type a caption related to the file

6.3.7.4 Add tags

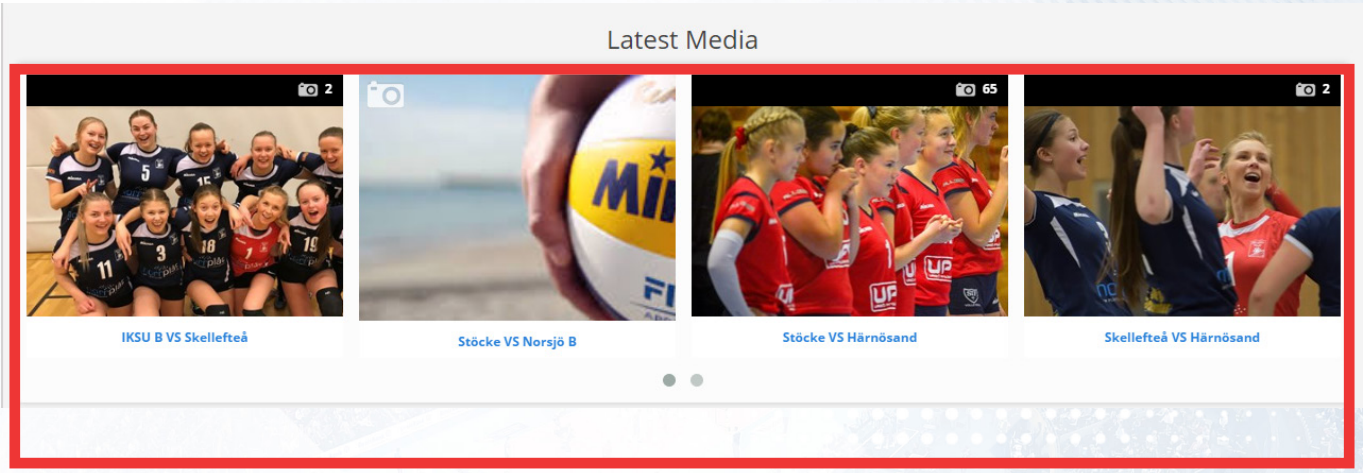
At the end of the match it is possible to add tags, by selecting for each media (picture, video, audio), the players and the specific moment on the game from the play by play. All the images related to a player/team will be displayed as well on the player/team’s webpage.

5) Click on 

to select the tags related to the file (players, play by play)



6.3.8 Gallery Homepage Preview

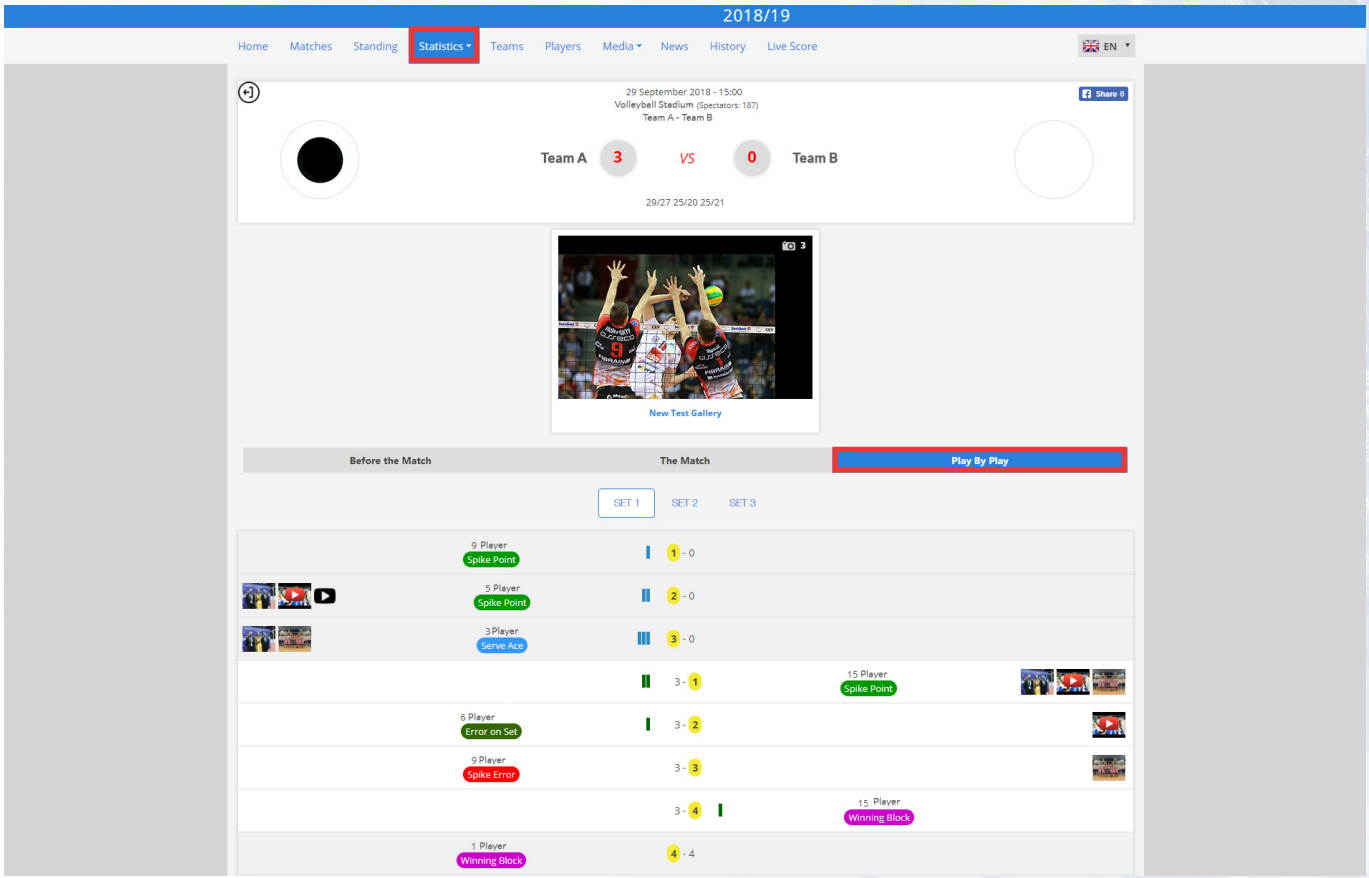


6.3.9 Media Gallery

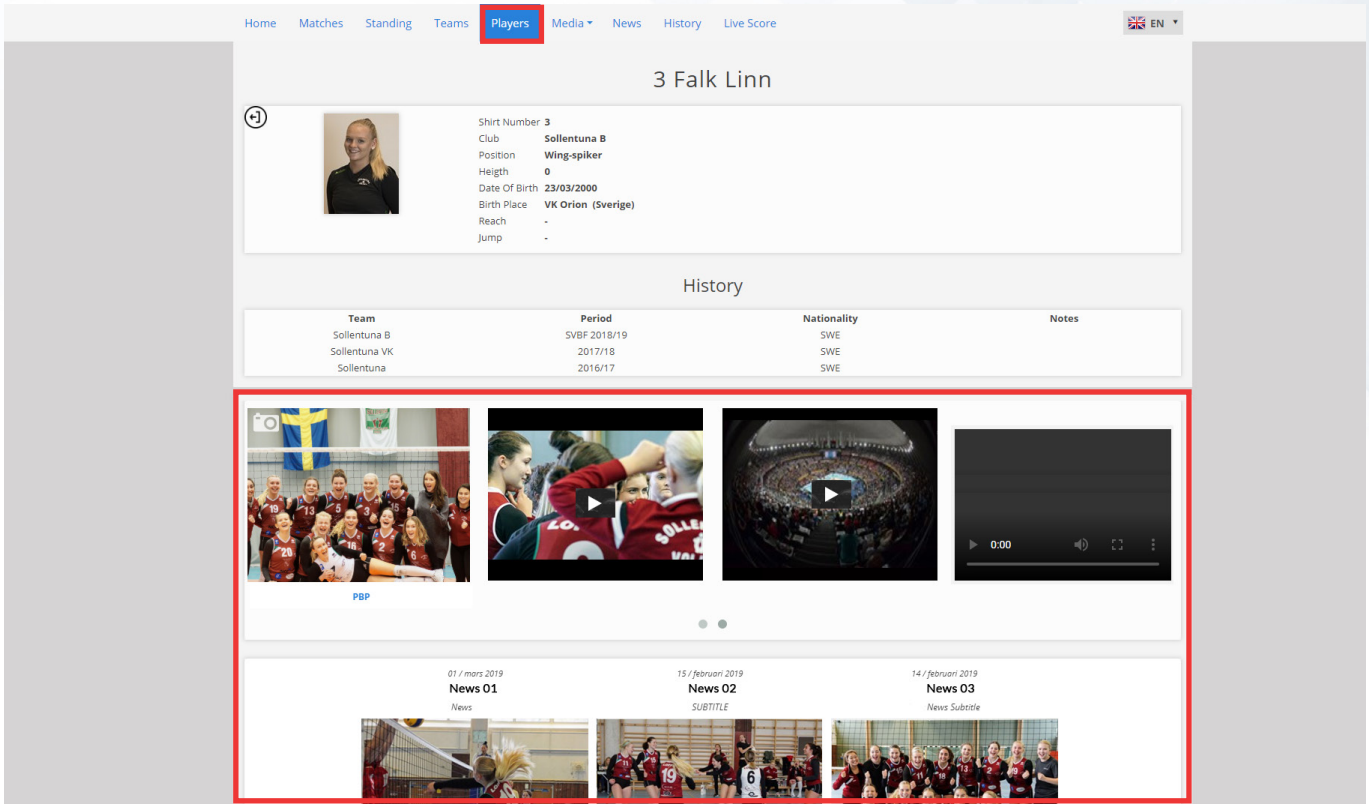


6.3.10 Media in the Play by Play

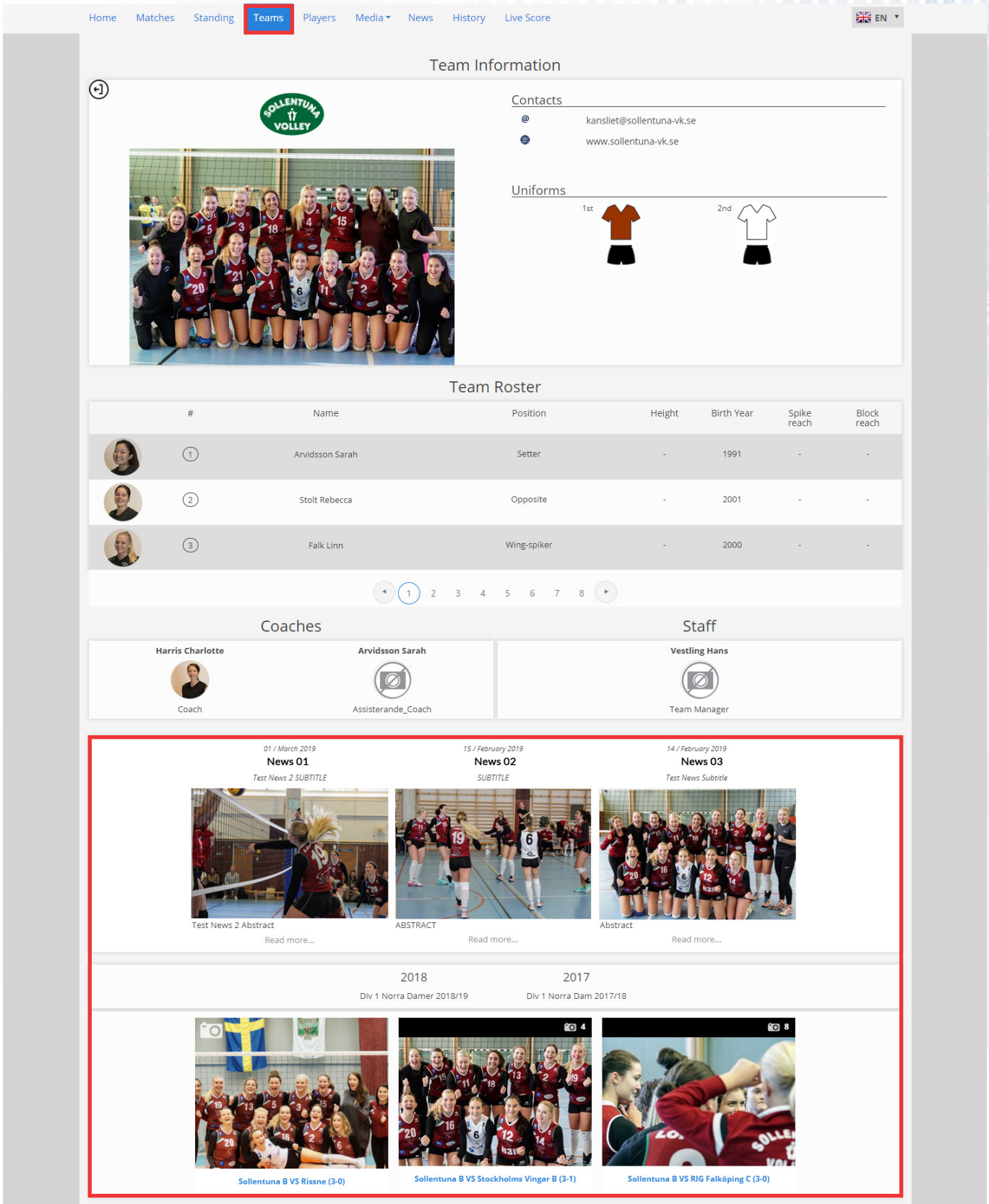
Media with related tags are displayed also in the play by play web page.



6.3.11 Media in Player's webpage



6.3.12 Media in Team's webpage



7. Download

The **Download** area contains links to download Data Project software Media, Plugins, Apps and Handbooks.

