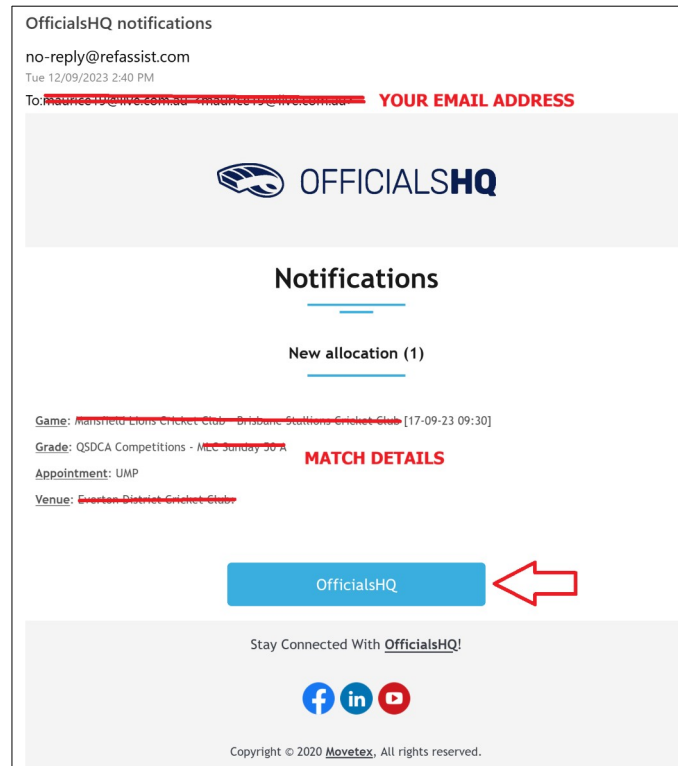


Old Sub Districts Cricket Association

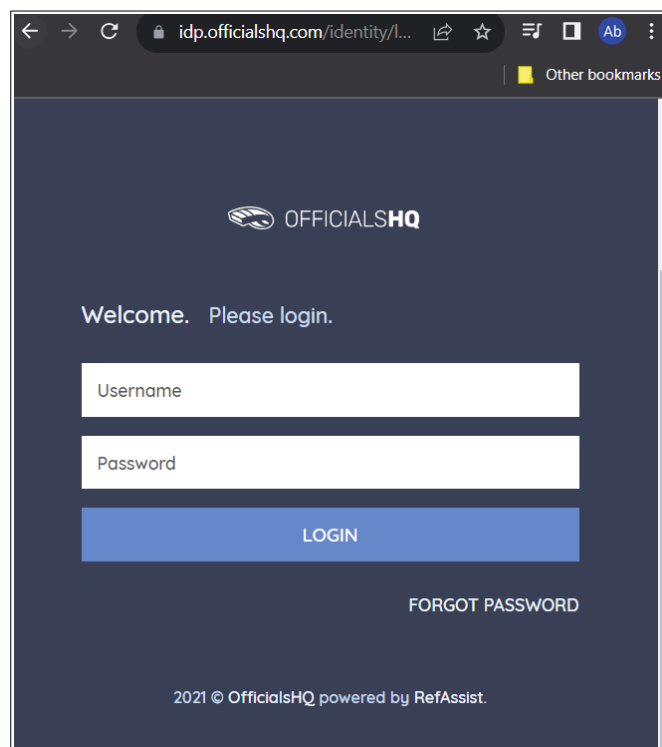
ACCEPTING YOUR ALLOCATION IN OFFICIALSHQ

1. You will get an email like this:

CLICK on the blue "OfficialsHQ" button.

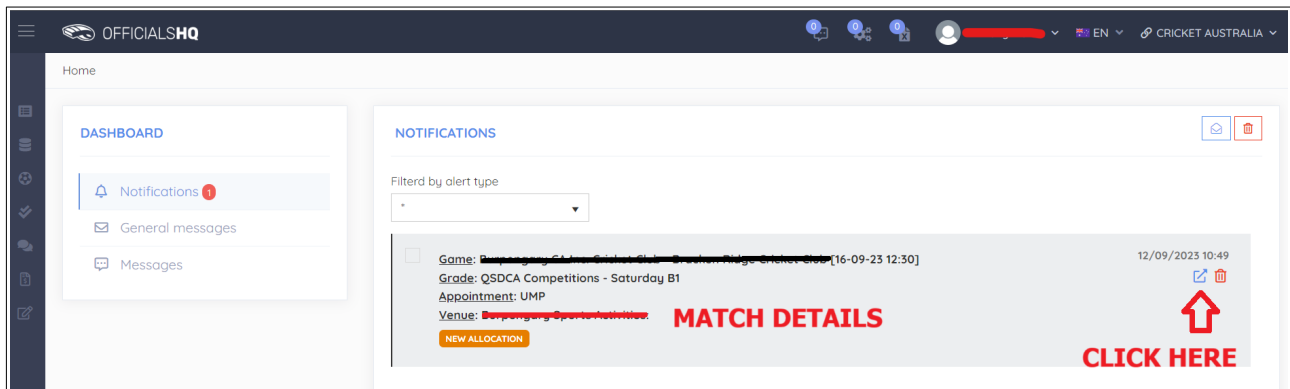


2. Login with your email address and your password (from registration steps)



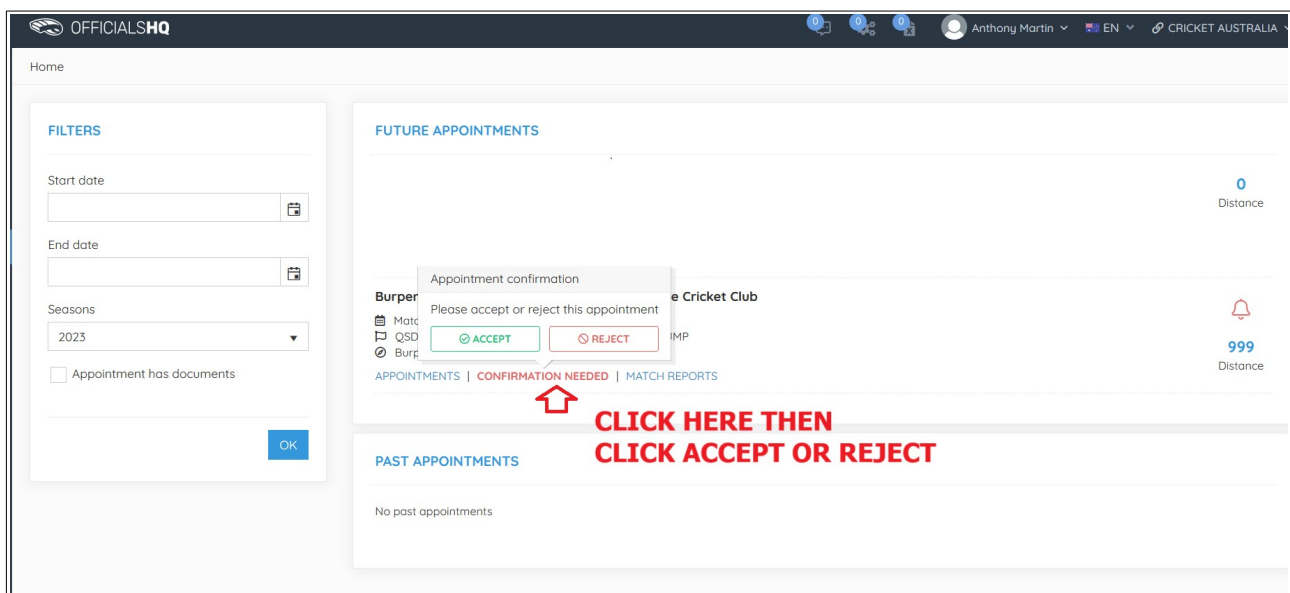
3. This is called the Dashboard

CLICK on the box with arrow icon



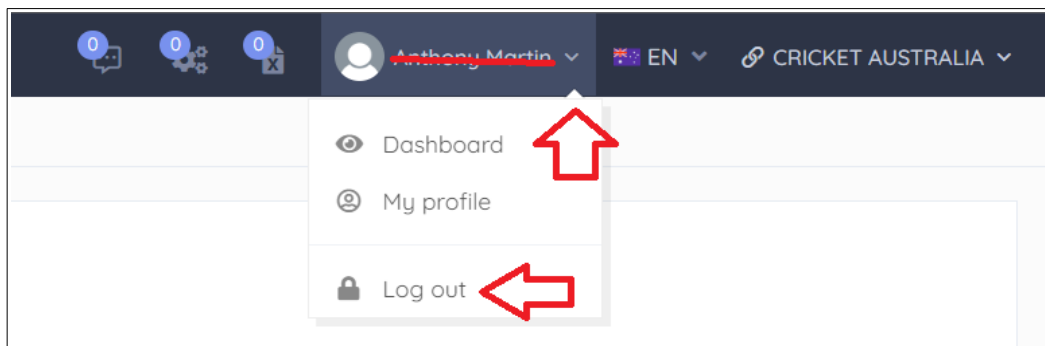
4. In the Umpire Application menu...

CLICK on "Confirmation needed" then "Accept" to accept the allocation.



That's done now. (Unless you have a second game to accept.)

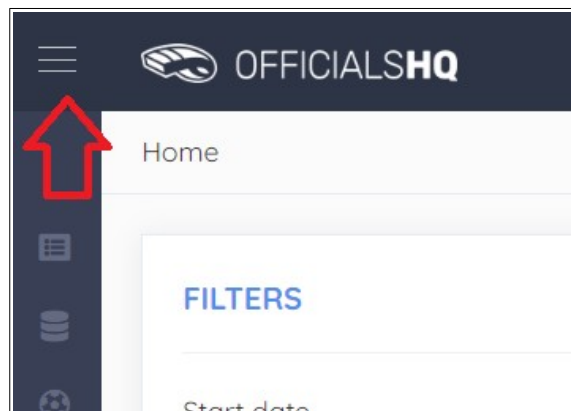
5. Log out like this if you're finished.



ADDITIONAL

Add your leaves (any and all days you wish to be non-umpiring days) like this.

CLICK the "hamburger" in the top left



Select "Leaves", highlight days off in the calendar, click "Add leave", type in the reason e.g. holidays, professional reasons, study/exams etc, then Add.

OfficialsHQ will not allow allocation on the red coloured days.

