Entering Match Statistics in Full-Time (2022-2023)

Under League Rules, all teams must submit a match result via Full-Time SMS (see Submitting SMS Result Guide) and full match statistics for all matches played within the OYFL (apart from U7 and U8 Trophy Events held at central venues) must be entered in Full-Time.

The following are notes on entering match statistics. If in doubt, please ask. The main thing is to do everything required and to avoid getting fines which take money away from your club.

Deadlines

6.00 pm matchday - all match results must be sent by replying to the Full-Time SMS Results text (**9.00 pm for midweek matches**).

7.00 pm Monday – all match statistics for weekend matches (played on either Saturday or Sunday) must have been entered in Full-Time (**within 48 hours for midweek matches**).

FA Matchday App

Managers and Team Admins may use the FA Matchday App for entering match statistics. However, remember that, under League rules, the definitive system is Full-Time and all the statistics must be present there by the above deadlines. If not, then this will lead to fines.

There have been problems reported in previous seasons with data input via the Matchday app not being saved correctly in Full-Time so, if using the app for this task, admins are recommended to check Full-Time to make sure everything has got through.

Access

To access Full-Time, users must be set up as a Manager, Coach (or assistant) or Team Secretary by their club in the Team Officials tab in Whole Game System (WGS).

Team Secretaries are those that will be doing match admin but who are not managers and coaches. There is no need to set up managers and coaches as team secretaries – this is just duplication.

Please make sure each team admin has a mobile phone and email address attached to their FA profile and these are kept up-to-date.

Once set up, they will be sent an email from the system, inviting them to create a username and password. They may also get an email verification request which must be completed in order to receive Full-Time emails, e.g. fixture notifications, referee appointments, etc.

If you had a working username/password from last season, that will work once the new season has been set up and made live in Full-time.

Login

To login, access http://fulltime-admin.thefa.com/gen/Login.do or use the Sign In link on the League Full-Time screen.

When you log in for the first time, you will be asked to accept the FA Full-Time terms and conditions of use. Please tick the box and press Continue.

When you log in future, you will see a standard login page asking for your username and password.

Entering Match Statistics

Once logged in, you will see the fixtures for your team from the last seven days and for the next seven days (if you are a team admin for several teams, then you will see the fixtures for each of these teams).

Select the match for which you want to enter match statistics.

The match result will have been entered automatically from the SMS Results text message that you will have sent in earlier (or at least should have!). To start entering statistics, press the blue Statistics button next to your team name.

Note the summary table under each match which will show whether the required statistics have been entered in each section.

The match statistics are in three tabs. You must enter the requested information in each of the tabs.

TAB 1 – FA Marks

FA Marks	League Team Marks	Player Statistics

Referee name, mark and report

Here you must enter the following (both teams to enter unless noted otherwise):

Referee name	home team only	If the referee was not appointed by the League or if the referee appointed did not officiate on the match (if appointed, the referee name will appear on screen)
Referee Role NEW 2022-23	home team only	Registered Referee Club Official (Sec, Chair, etc) Team Official (Manager, Coach, etc) Lapsed or previously registered referee Parent/helper Spectator
Referee mark	both teams	Overall decision making (out of 40) Judgement on major decisions (out of 30) Overall control (out of 30)

If the appointed referee did not do the match, enter a mark for the person that did officiate on the match.

For guidance on the referee mark, see **Appendix 1**.

Referee report	both, if required	If the total mark is below 61, you must include your reasons for this in the box provided.

There is no point putting 61 to try to show you did not like the referee's performance and avoid entering a report. If you think there is room for improvement, then be honest and enter a report, but remember to be constructive in your comments.

Just saying something like "The referee was biased because they were a home parent" is not acceptable.

FA Respect Marks / Pitch Marks

Below the referee section, you will find the **FA Respect Mark**s and the **Pitch Marks** section. Please answer both questions for the Respect Marks and select the appropriate answers regarding the pitch.

Enter all the required information, press [Update] and then press the **League Team Marks** tab.

TAB 2 – League Team Marks

FA Marks	**League Team Marks**	Player Statistics

Next you need to answer some quick questions to help the League ensure rules are being followed and to help us monitor behaviour across the League.

1. Was the opposition squad list available for inspection in printed form? Answer *Yes* or *No*
    [If you did not ask to see the squad list, enter Yes]

2. Did your team use a Power Play during the match **(for U7s to U10s only)**? Answer *Yes* or *No*

3. Did your team use the Mercy Rule?   Answer *Yes* or *No*   **NEW 2022-23**

4. Was the League appointed referee wearing appropriate kit? Answer *Yes* or *No*
    [To be answered If you had a League appointed referee officiate on your match]

5. How would you rate the behaviour of the opposition players? Enter mark from 1 to 10

6. How would you rate the behaviour of the opposition team officials? Enter mark from 1 to 10

7. How would you rate the behaviour of the opposition parents/spectators? Enter mark from 1 to 10

If teams enter marks below 5, the team must provide a report via the Online Respect Report. Do not enter any misconducts, complaints or issues in the notes/comments box.

Enter the required information, press   **Update**   and then press the Player Statistics tab

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9 or 10 / 10	OUTSTANDING	An outstanding sporting attitude from all players, team officials, and spectators with an absolute minimum of misconduct or none.
7 or 8 / 10	ABOVE AVERAGE	Good sporting play or behaviour from all concerned with little misconduct of note.
5 or 6 / 10	AVERAGE	Generally good sporting behaviour with some minor lapses by more than one player or team official or spectator.
3 or 4 / 10	POOR	Fairly high proportion of unsporting behaviour and misconduct with a general disregard for Respect and the Laws of the Game, including dissent. REPORT REQUIRED.
1 or 2 / 10	VERY POOR	High proportion of unsporting behaviour and misconduct with a general disregard for Respect and the Laws of the Game, including dissent. REPORT REQUIRED.

TAB 3 – Player Statistics

FA Marks	League Team Marks	**Player Statistics**

Finally, you need to enter the player statistics. Teams should use the **Quick Stat Entry** option for this.

Quick Stats screen

The list of eligible players for your team will appear on the left, with various columns next to them.

Below is a summary of what must be entered (**mandatory**) and what is up the team (optional). Note that match statistics and tables for U7 to U11 will not be displayed on public pages on Full-Time.

Started	–	**mandatory for all teams** *(This should not be more than the format of your match, e.g. for 5v5, the starters should not total more than 5)*
Bench used	–	**mandatory for all teams** *(These should be just those that were substitutes at the start of the match and came on as subs)*
Bench unused	–	optional (though we would hope that all players in the squad get match time)
Captain	–	optional
Goal	–	**mandatory for U12-U21**, optional for U7-U11
Own goal conceded	–	**do not use** (see below on **entering own goals**)
Penalty	–	optional (*if you include any stats in the "Penalty" coloumn, and the penalty was scored, remember to enter the goal in the goal column as well (penalties can be missed or saved as well as scored*).
Yellow card	–	U12-U21 age groups only to enter
Sin Bin	–	U12-U21 age groups only to enter
Second yellow card	–	U12-U21 age groups only to enter
Red card	–	U12-U21 age groups only to enter
Player of Match	–	for your own team, U12-U21 only (optional)

When you have entered all the stats, press [**Update Stats For Players**]

After you press the update button, a summary table will appear to allow you to double check.

Entering own goals (U12-U21)

These should be entered by the team that benefits from the own goal and should NOT be entered as "Own Goal Conceded" by the team that scored them, as the reporting system enters these incorrectly.

If you need to record an own goal scored by the opposition in the match,

click [⇄ **Switch to Team Sheet Wizard**]

then click [⇄ **Switch to Simple View**]

The screen should then look like the image below.

Make sure **Time Stats** is selected.

Select **Opposition Own Goal** in the Stat dropdown box and press [**Create**]

You can include the time if you wish, but this is not important.

If there are more than one own goal by the opposition, do this as many times as required, e.g. if there are two own goals scored by the opposition, you create two "opposition own goal" entries.

When you are happy that everything has been done, then log out of the system

Entering Opposition Player of the Match (U12-U21) - optional

To enter, press [⇄ Switch to Opposition Team Stats] at the top of the table

Select the opposition player of the match from the dropdown and press [Create]

Remember to press [Finished] before logging out.

Version history

1.0	Original document	13 Aug 22

Appendix 1 – guide to referee marks

Referee Marking Guidance

When marking a referee, clubs are advised to take the following into consideration

Overall Decision Making

- Did the Referee:
- Recognise patterns of play and not invade player/game space
- Correctly recognise and award throw-ins, goal-kicks and corners
- Demonstrate consistent and credible recognition, detection and interpretation of 'normal' Law 12 offences i.e. but not limited to; foul tackles, holding, aerial challenges, handball etc.
- Recognise Law 11 + 12 offences and advantage application opportunities, not merely possession, applied in credible areas and/or applied without detriment to match control
- Demonstrate awareness of when appropriate to use the range of management techniques available, before resorting to formal disciplinary action i.e. the STEP process
- Recognise where player(s), teams(s) are using time consuming tactics and takes positive appropriate action i.e. preventative actions
- Demonstrate high levels of fitness and work rate throughout the entire game to meet the demands of the game

Judgement of Major Decisions (Cautions/Non-Cautions, Send Offs/Non-Send Offs, Penalties/Non-Penalties, Goal Awarded/Disallowed or other significant game changing decisions)

- Did the Referee:
- Demonstrate identification of 'significant game impact' incidents and offences with appropriate action(s) applied
- Demonstrate the ability to recognise the importance of potential key match decisions and effectively move towards/gain an optimum viewing angle to (a) judge, (b) enhance credibility and (c) adds value to the decision

In the highly unlikely event of there being no major decisions, a standard mark of 15 should be awarded to the Referee.

Overall Control and Player Management

- Did the Referee:
- Act in a positive manner in their Pre-match Communication and Off-Field Behaviour
- Lead their team, ensuring all officials worked in harmony without contradictory decisions (where ARs are appointed)
- Display empathy for the game, managing game situations in an empathetic manner recognising the ever-changing ebbs/flows, nature and temperature of the game and adapts refereeing style to suit
- Recognise when/how to raise his/her profile to aide their match control and remain in self-control of emotions, demonstrating composure
- Recognise when appropriate to enter face-to-face dialogue with the Assistant Referee(s) (where applicable), to aide visual co-operation and major decision making
- Effectively manage, when appropriate, two-way interaction with players, technical staff etc.
- Demonstrate a natural authority/confidence – not influenced by players, spectators or team officials