

# MARIST CANBERRA FOOTBALL CLUB

## DRIBL INSTRUCTIONS



### PART A: PRE-MATCH INSTRUCTIONS

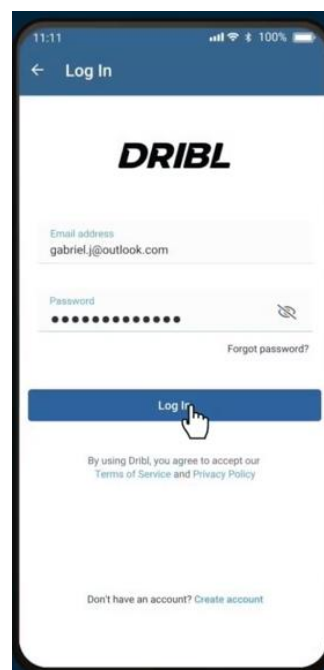
The following tasks must be completed by at least **30 minutes prior to kick-off**. They can be performed the day before the match (Friday).

#### STEP 1 – OPEN DRIBL AND LOG IN

Select the DRIBL app on your mobile phone



Login to DRIBL using your registered email and password

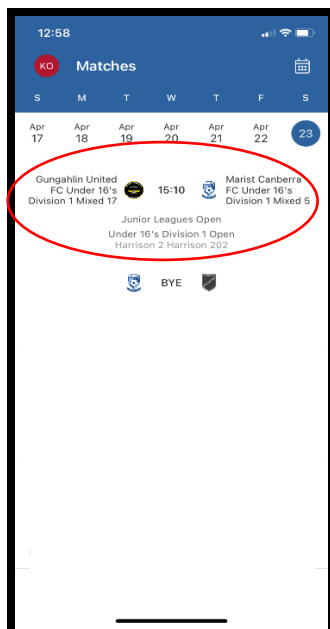


#### STEP 2 – LOCATE FIXTURE AND MATCH SHEET

Click on the date of your match from the top calendar menu.

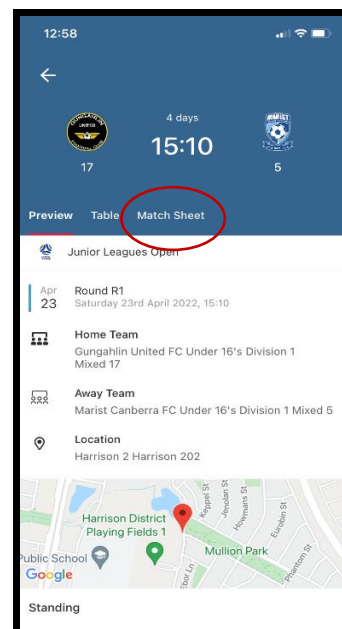
Your fixture on that day will appear.

Select your match. Make note of whether you are the home or away team.

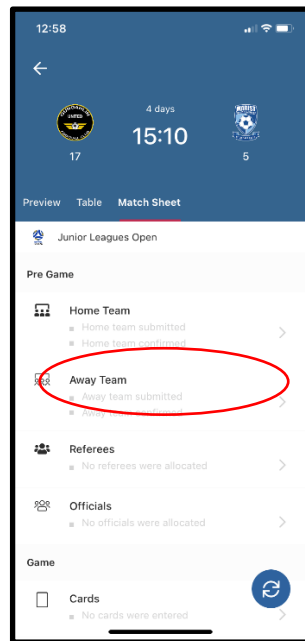


You will be taken to a *Preview* screen which shows all the details of your match.

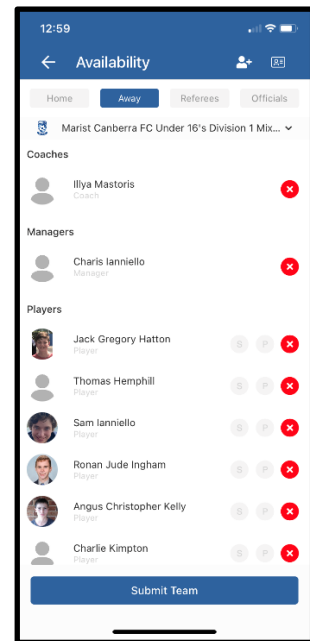
Select **Match Sheet** in the top menu bar.



Once in the *Match Sheet* select your team i.e. **Home Team** or **Away Team** depending on where you are playing.



A listing will appear displaying all coach/es, managers and players that have been mapped to your team.



### STEP 3 – ADD JERSEY NUMBER TO EACH PLAYER (1<sup>ST</sup> ROUND ONLY)

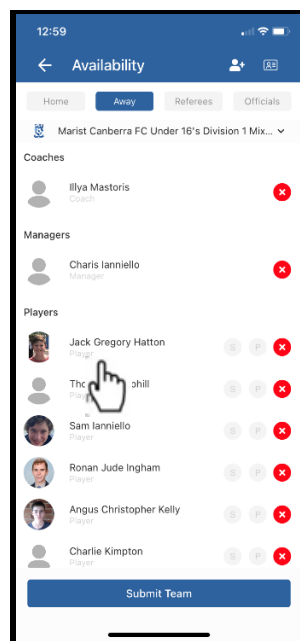
**In the first week only – you need to assign a jersey number to each player.**

If you don't know the jersey numbers yet, still go through this process and enter any number next to each player e.g. just do 1 to 15.

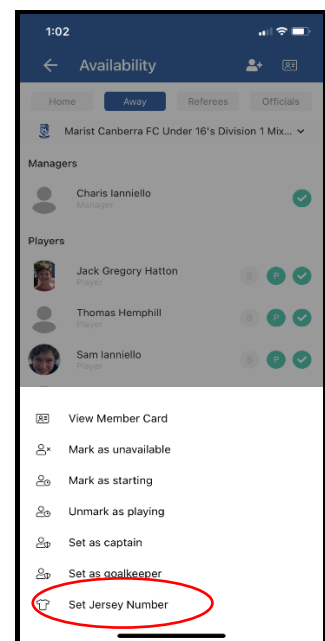
Then when you get to the grounds, call up the team listing again, select UNSUBMIT TEAM at the bottom of the screen, correct the jersey numbers and resubmit.

You have until 15 minutes prior to kick off to do this.

To assign a jersey number, tap on the first player's name.



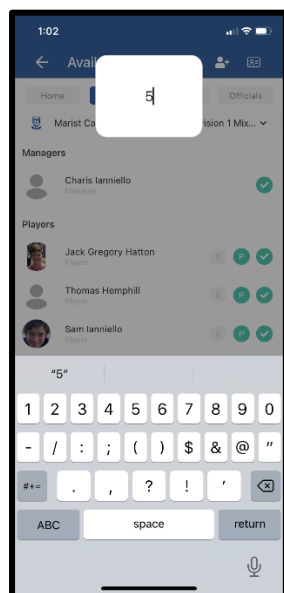
A menu will appear. Select **Set Jersey Number**



**Some users are reporting that the menu won't appear when they tap the player's name. If this occurs press firmly on the screen. Try different players and going in and out of the screen, always pressing firmly. It will eventually work!**

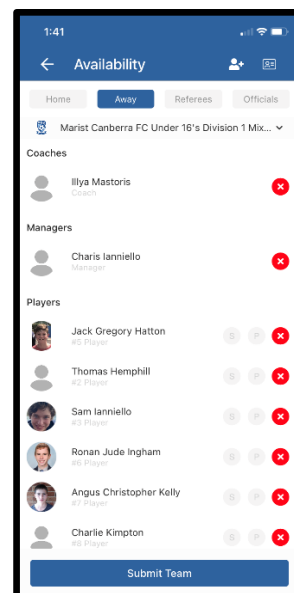
Enter the jersey number using the number pad and then click back on the player screen.

Repeat for each player.



The jersey numbers will now appear under each player's name.

They will also automatically appear in the team listing in the following weeks.

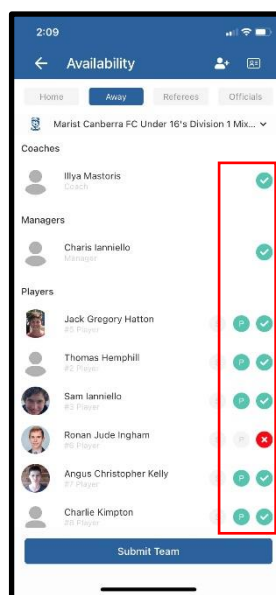


## STEP 4 – SET AVAILABILITY

You need to indicate which individuals (coaches, managers and players) will be at the match.

For those attending, tap on the grey ✓ (far right-hand side) next to their name. This will turn into a green ✓ and the P circle will also turn green. This indicates that the player will be playing.

*Ignore the S circle - this is not used in community league.*

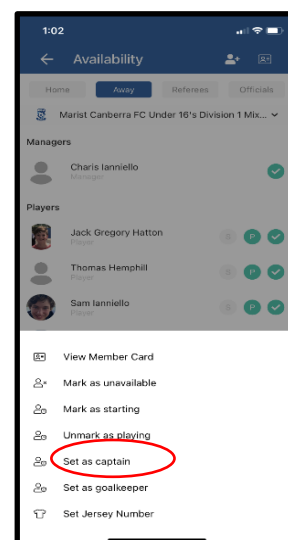
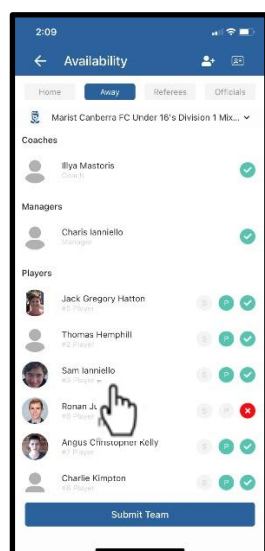


## STEP 5 – SELECT CAPTAIN (option only)

*We suggest you skip this step unless you really want to record the captain.*

From the listing select the player who will be the Captain that match.

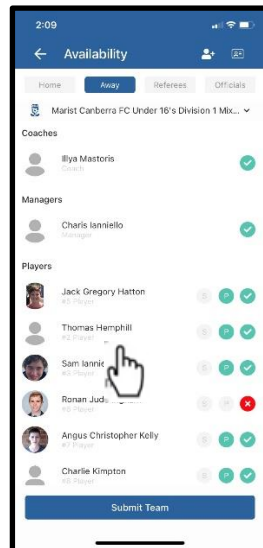
A menu will appear. Select **Set as Captain**



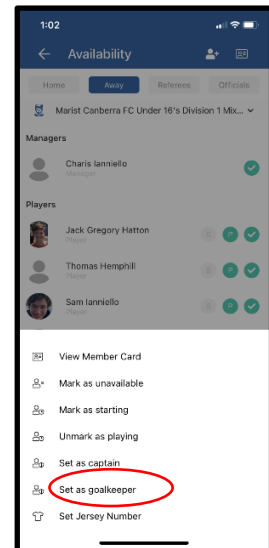
## STEP 6 – SELECT GOALKEEPER (optional)

*If you don't know who the Goalkeeper will be – skip this step*

From your listing of players select who will be the Goalkeeper that match.



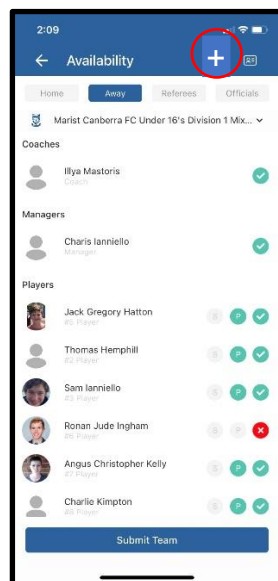
A menu will appear. Select **Set as Goalkeeper**



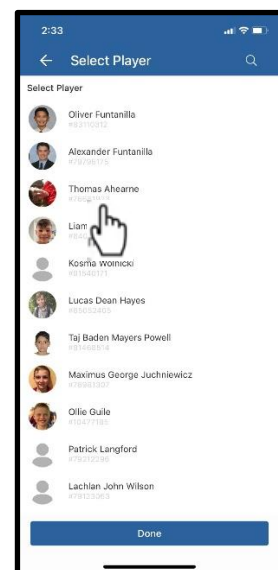
## STEP 7 – BORROWING PLAYERS (if required)

If any additional players will be joining your team for the match, click on the **+** icon the top right menu bar

Select **Borrow Player** from the menu that appears

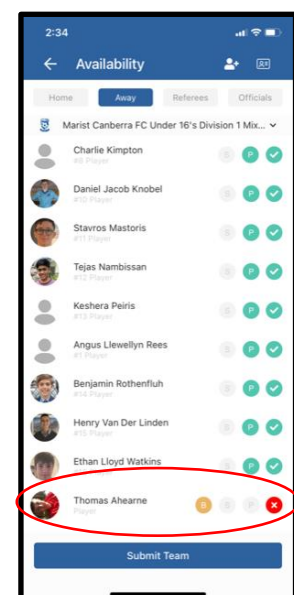


A listing of available players will appear. Click on the player that you are borrowing.



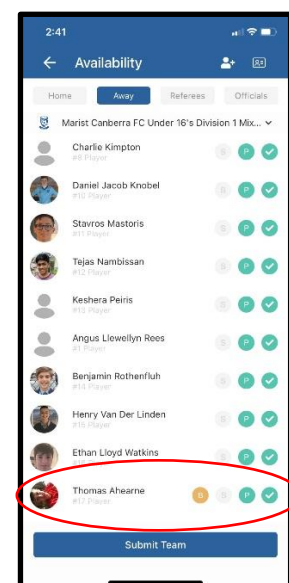
The borrowed player's name will now appear in your team listing.

Assign the player a jersey number (step 3) and set their availability (step 4).



The borrowed player is now available.

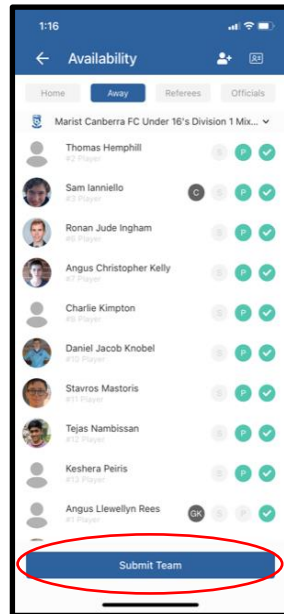
A yellow **B** appears next to his name to indicate to the opposition team that he is borrowed.



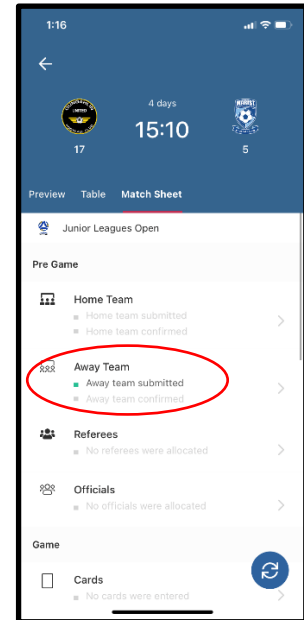
## STEP 8 – SUBMIT TEAM

Click on the blue **Submit Team** button at the bottom of the screen.

Select the back arrow ← at the top left-hand corner of the screen to return to the *Match Sheet* screen.



Back in the *Match Sheet* screen, your fixture will now show that your team has been submitted



**NOTE – if there are any changes to your team, you still have until 30 minutes prior to the match to adjust your team listing and resubmit.**

## PART B. REVIEW AND CONFIRM OPPOSITION TEAM

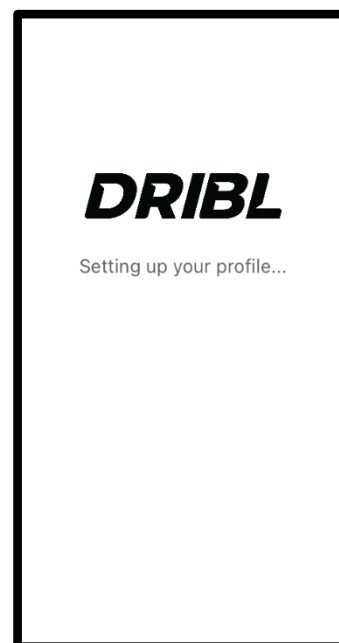
The following task must be completed by at least 15 minutes prior to kick-off.

### STEP 1 – OPEN DRIBL AND LOG IN

Locate the DRIBL app on your mobile phone



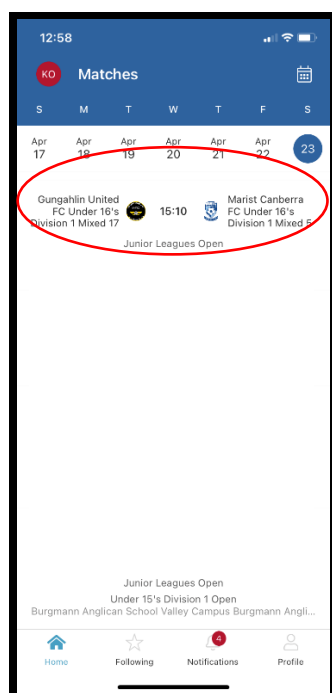
Wait for the app to load. This can take a little while.



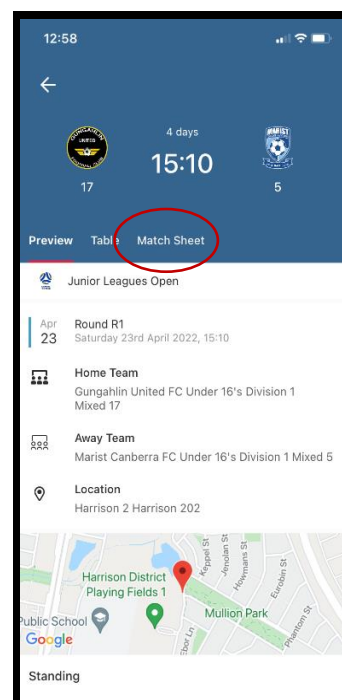
### STEP 2 – LOCATE FIXTURE AND MATCH SHEET

Your fixture on that day will automatically appear.

Select your match. Make note of whether you are the home or away team.



From the *Preview* screen select **Match Sheet** in the top menu bar.





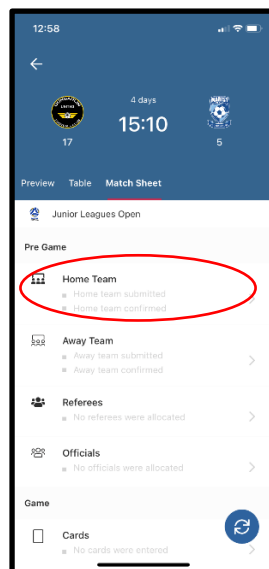
## STEP 3 – CONFIRM OPPOSITION TEAM

You are required to review and confirm the **Opposition Team** at least 15 minutes prior to kick off.

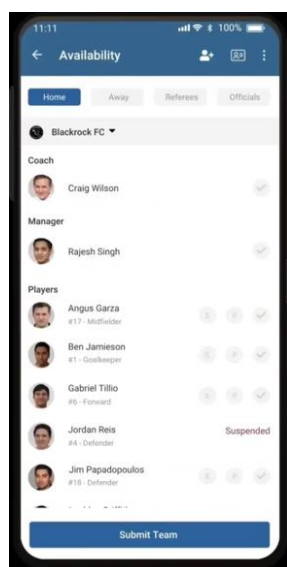
You can only do this if their team is showing as “submitted” in the *Match Sheet* screen.

If this hasn’t happened, locate the opposition manager and ask them to submit their team ASAP.

To confirm the opposition team select them from the *Match Sheet*.



The opposition team listing will be displayed, including the coach/es, manager and all players.



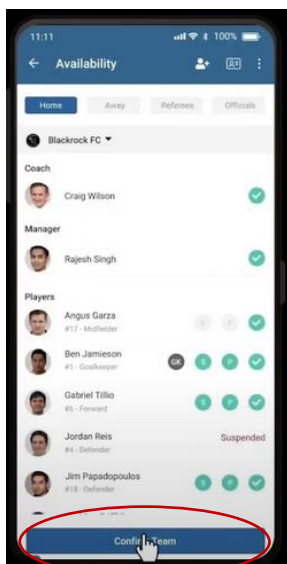
Have a review of the opposition team and make sure everything looks reasonable.

*With community league there's not really a lot that you can check.*



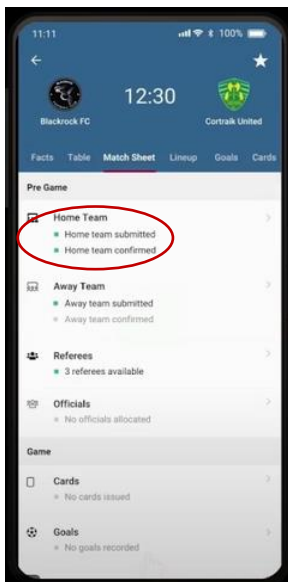
Once you are satisfied with the opposition team, select **Confirm Team** (bottom of screen).

Select the back arrow ← at the top left-hand corner of the screen to return to the *Match Sheet* screen.



In the *Match Sheet* screen you will be able to see that the opposition team has been confirmed.

If your team has not been confirmed yet, locate the opposition manager and request they undertake the same process.



## PART C. ENTER SCORES AFTER MATCH

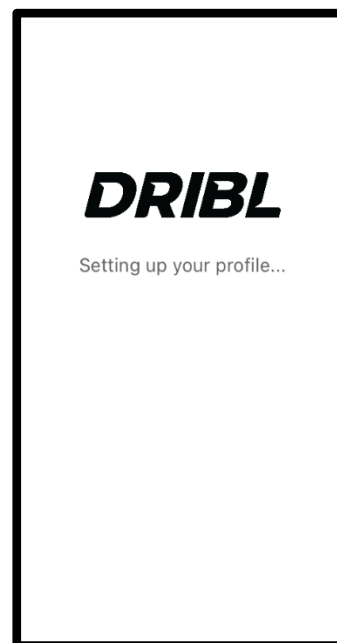
At the end of the match the score needs to be entered by both managers and the referee. Please locate both parties, agree on the score and **enter immediately**.

### STEP 1 – OPEN DRIBL AND LOG IN

Select the DRIBL app on your mobile phone

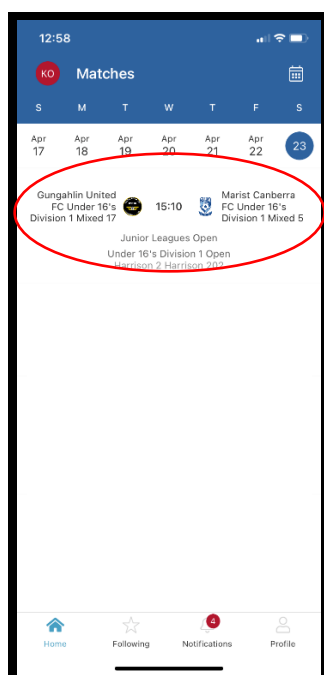


Wait for the app to load. This can take a little while.

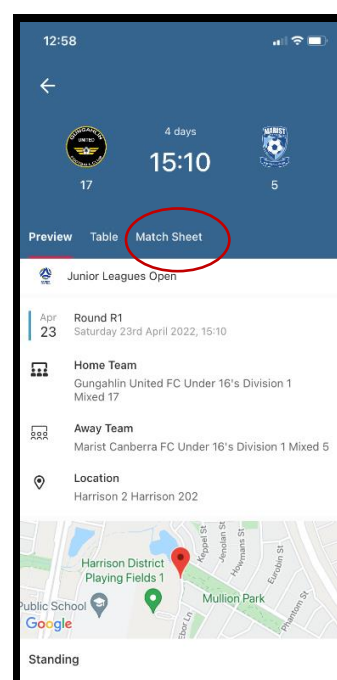


### STEP 2 – LOCATE FIXTURE MATCH SHEET

In the *Home* screen select your match.



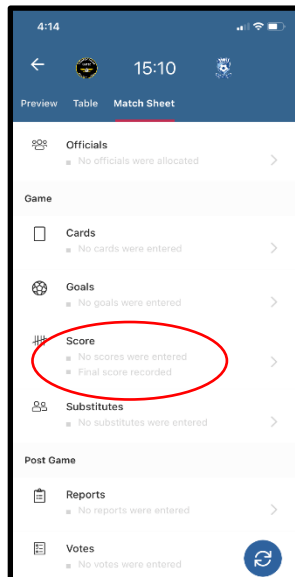
In the *Preview* screen select **Match Sheet** in the top menu bar.





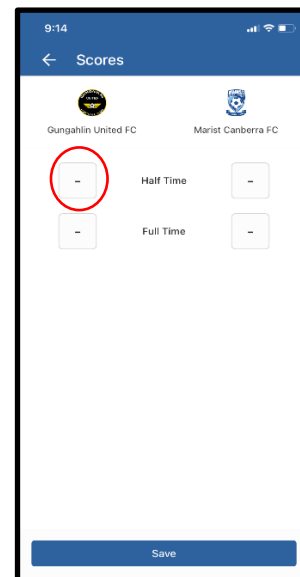
## STEP 3 – ENTER SCORE

In the *Match Sheet* screen select **Score** under the *Game* heading.



The **Score** screen will appear.

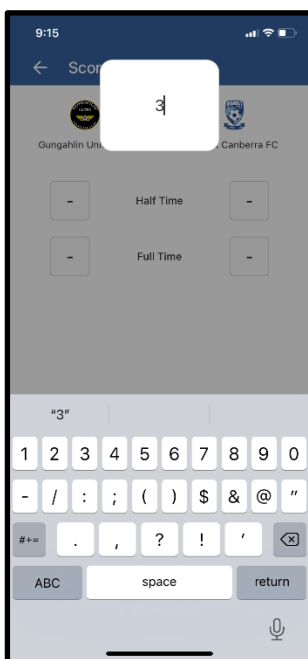
First select the half time score box for the home team.



Enter the number of goals scored by the home team using the number pad.

Repeat for the away team and for the full time score.

*Note: Under 10 and Under 11 teams will only have to enter the full-time score.*

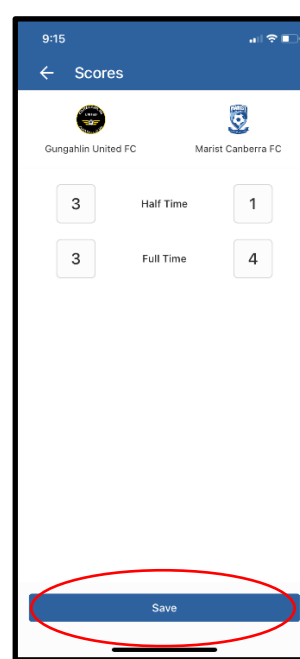


Double check the score.

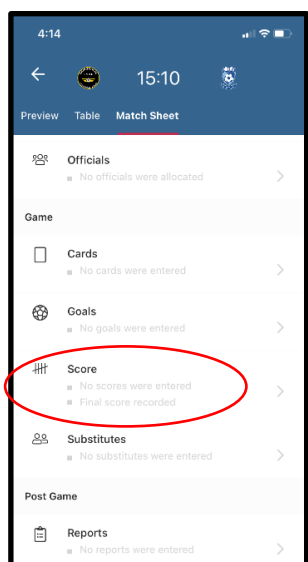
**Ensure that the home team is on the left and away team is on the right.**

Select **Save** at the bottom of the screen.

Select the back arrow ← at the top left-hand corner of the screen to return to the Match Sheet screen.



Back in the *Match Sheet* screen you should now see that the score has been submitted.



**IF THERE ARE ANY PROBLEMS ENTERING THE SCORE. PLEASE EMAIL THE SCORE TO [maristfootball@maristfootball.com.au](mailto:maristfootball@maristfootball.com.au)**

## PART D. RAISE A DISPUTE (if required, do ASAP after match)

You can raise a *Dispute* in DRIBL if there is a problem with any of the following:

- **Score** – you disagree with what has been entered by the opposition or referee.
- **Yellow or red cards** – have been recorded against the wrong player. Do *not* use this to dispute whether the card was warranted. Raise this with the Club President separately.
- **Player eligibility** – you believe one of the opposition players is not eligible to play.

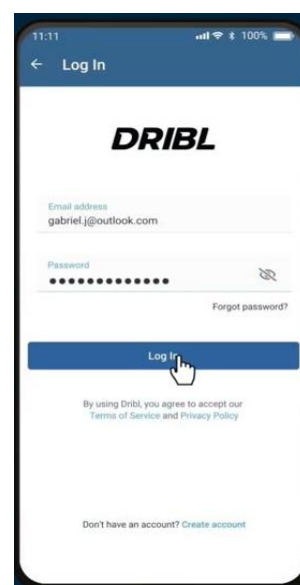
If you have any other **significant** concern or issue (e.g. behaviour of opposition, referee decision) do not raise a dispute in DRIBL, instead please email the President ASAP [president@maristfootball.com.au](mailto:president@maristfootball.com.au).

### STEP 1 – OPEN DRIBL APP AND LOG IN

Locate the DRIBL app on your mobile phone

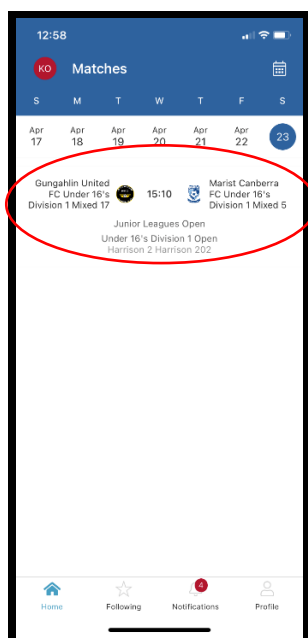


Login to DRIBL using your registered email and password

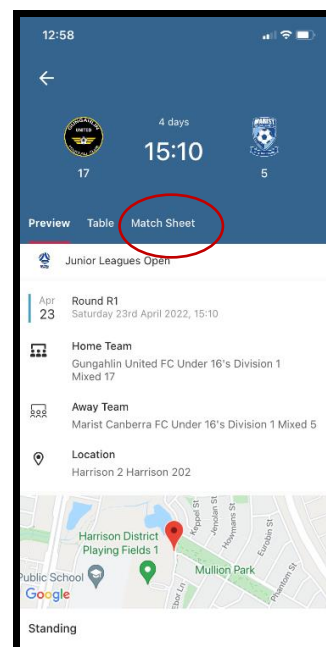


### STEP 2 – SELECT FIXTURE AND MATCH SHEET

In the *Home* screen select your match.

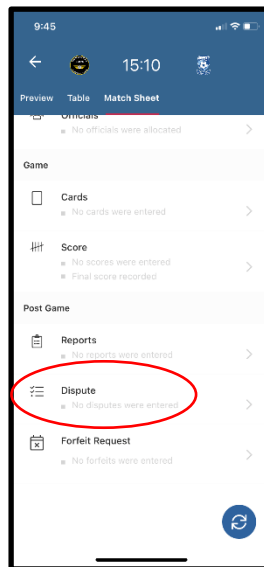


In the *Preview* screen select **Match Sheet** in the top menu bar.



In the *Match Sheet* screen:

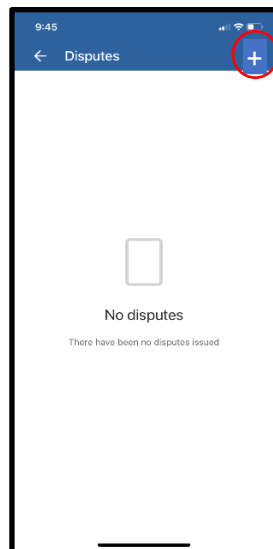
Select **Dispute** under the *Post Game* heading.



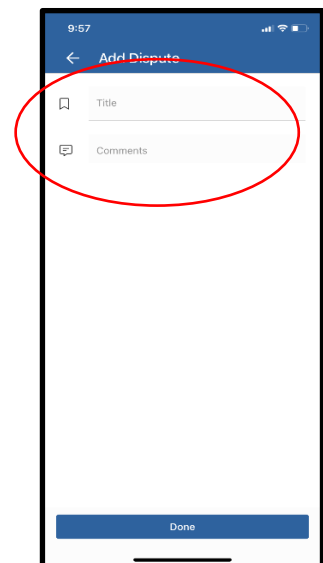
### STEP 3 – ENTER DETAILS ABOUT DISPUTE

The *Disputes* screen will appear.

Select the **+** icon in the top right-hand corner.



Enter the details about the dispute by completing the **Title** and **Comments** section.



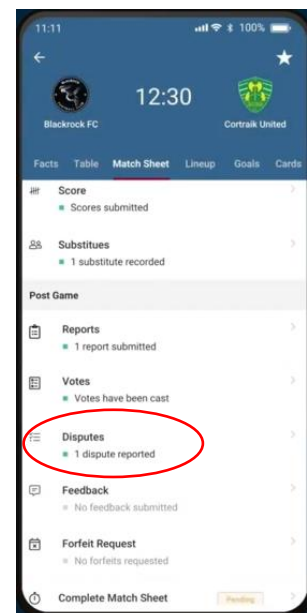
### STEP 4 – DOUBLE CHECK DETAILS AND SUBMIT

Once you have entered the details, double check the information and select **Submit**.

Select the back arrow **←** at the top left-hand corner of the screen to return to the match sheet.



Back in the *Match Sheet* screen you should see that a dispute has been recorded.



## PART E. ADD A NON-OFFICIAL REFEREE TO A MATCH

**\*\* These instructions will only be required if you are the home team and there is no referee. This will very rarely happen \*\***

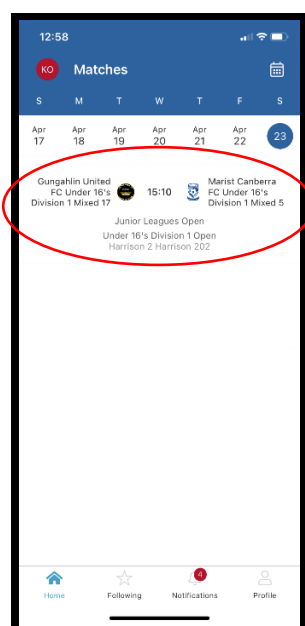
If there is no referee available for your match, [Capital Football regulations](#) state that it is the right of the visiting team to nominate a referee from those present. If the visiting team declines, then the home team must nominate a referee. Both teams are required to supply a volunteer assistant referee (linesperson).

The stand in referee is unofficial and does not receive match fees. However, once nominated, they have *all* powers and authority of an official referee for the whole match and must receive your full support.

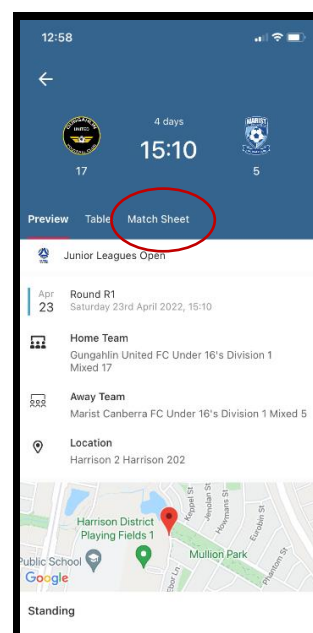
If you have a non-official referee for your match, this must be recorded in DRIBL as follows:

### STEP 1 – SELECT MATCH AND MATCH SHEET

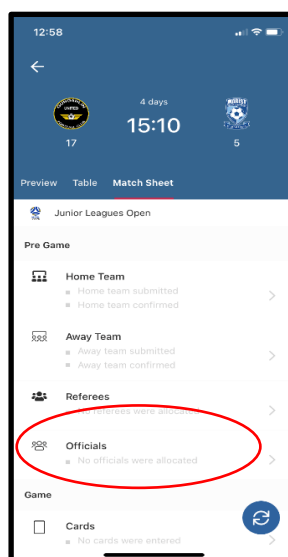
In the *Home* screen select your match.



In the *Preview* screen select **Match Sheet** in the top menu bar.



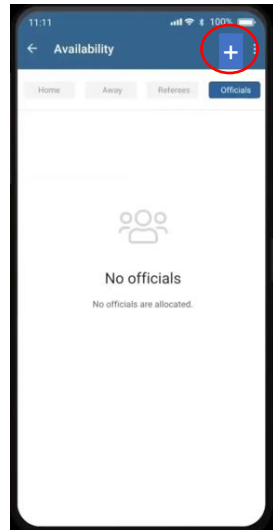
In the *Match Sheet* screen select **Officials** under the *Pre Game* listing.



## STEP 2 – ADD NON OFFICIAL REFEREE DETAILS

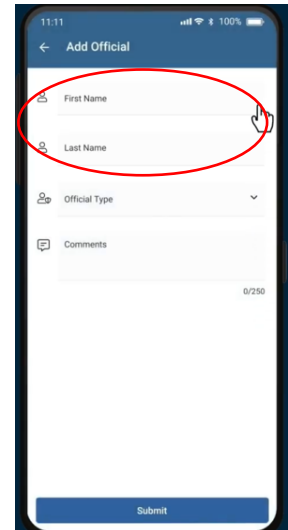
The *No Officials* screen will appear.

Select the **+** icon in the top right-hand corner.

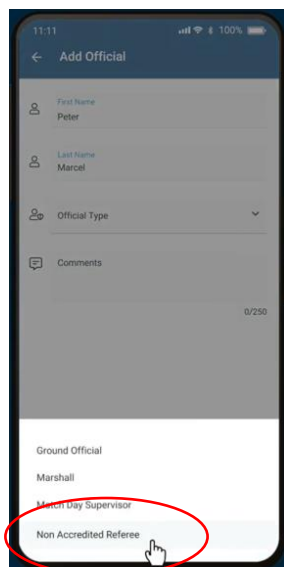


In the *Add Official* screen:

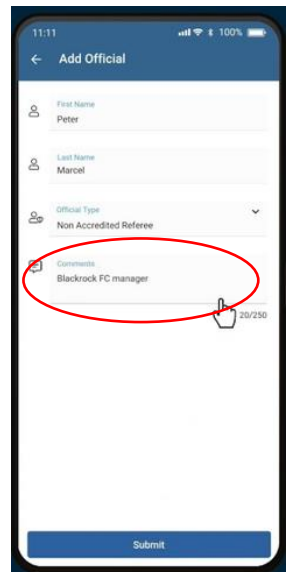
Add the first and last name of the person who is acting as the non-official referee.



For the Official Type field select **Non Accredited Referee** from the menu provided



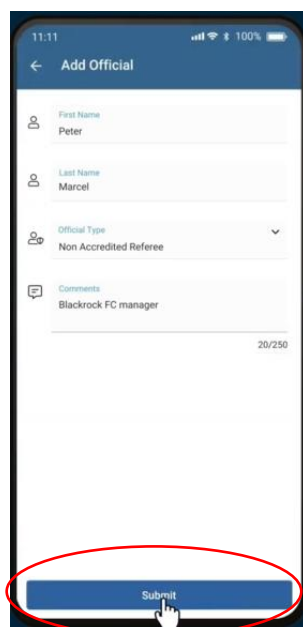
In the **Comments** field, add some details about the non-official referee e.g. Marist FC Manager



## STEP 3 – SUBMIT NON OFFICIAL REFEREE

Once all fields have been completed select **Submit** at the bottom of the screen.

Select the back arrow **←** at the top left-hand corner of the screen to return to the match sheet.



Back in the *Match Sheet* screen you should see that an **Official** has been added.

