Using Rugby Explorer (RX) Match Day App
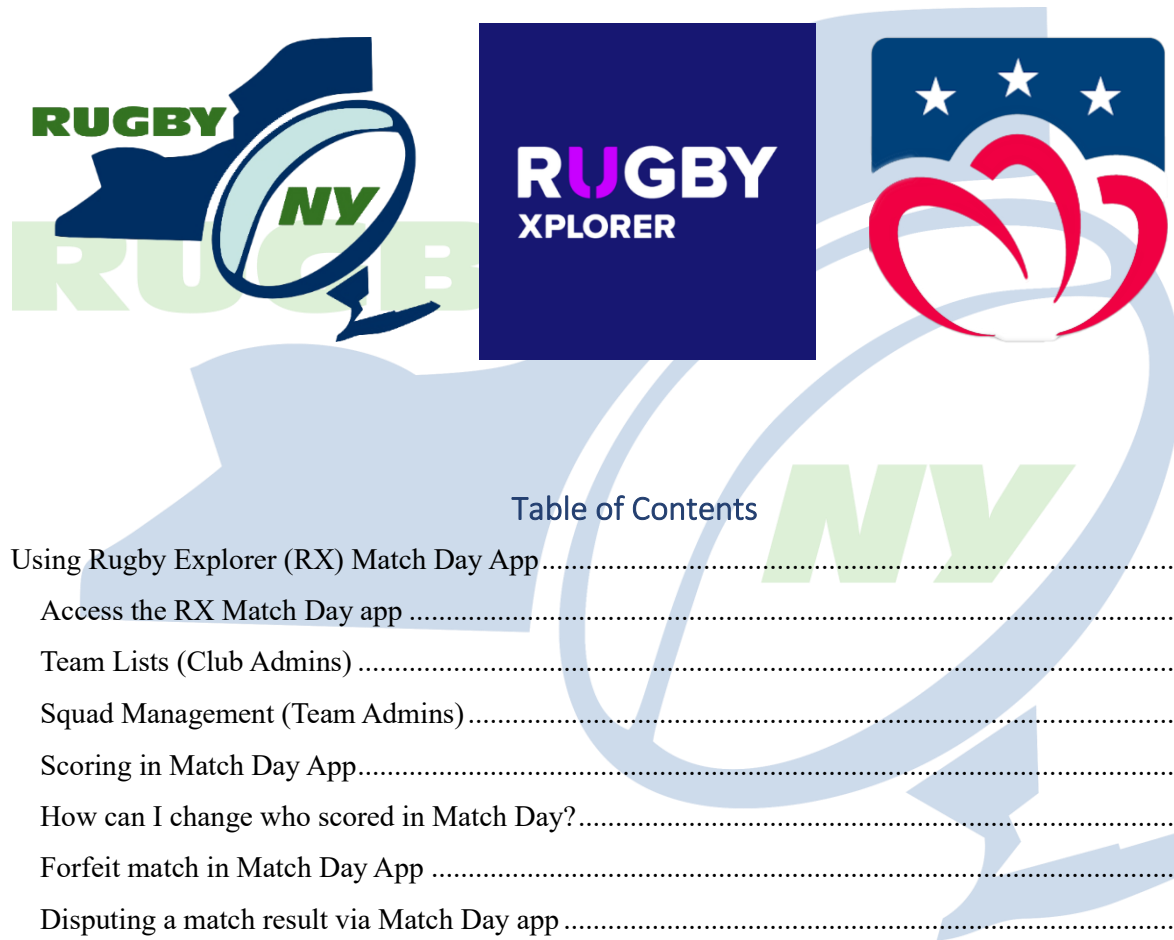

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Access the RX Match Day app

You can download the Rugby Match Day App from the App Store or Google Play

You need to have an account in Rugby Xplorer with an email address on your profile.

Your club will assign you Team Admin user permissions. Once user permissions have been granted you can access the Match Day app by signing in with the same login information used for your Rugby Xplorer account.

Note: RX Match Day is only available as an app.

Team Lists (Club Admins)

Question: How do I add players and officials to team list in Match Day App?

Answer: Club admins need to add players and non-players into the squad list before you will be able to select them in your team list.

Coach, manager, medical, ground marshal and/ or assistant referee may be a required selection on a team sheet based on your competition's settings.There may be further accreditation requirements. If you do not add these required selections to your team list, and/or the team official does not have a current accreditation, the team list will not be saved.

Note: There is a maximum limit of 3 managers and 3 coaches able to be selected on a Team List in the Match Day App.

You will not need to select all players and officials for every game. After you select and submit your team for the first match, they will be saved automatically for the next weeks match.

The team list from the previous match will pre-populate for players and non-playing members (with any suspended or excluded players automatically removed, plus any team officials whose accreditation has expired).

1. Click "Team Lists"
2. The 'current' match will stay at the top of the list until midnight on the day of the fixture, previous rounds will drop to the bottom of the list 3. Click into a match
   - The previous match's team list will pre-populate for players and non-playing members (with any suspended or excluded players automatically removed)
   - When adding new players to the team, a dynamic list of positions not already selected on team list will display.
   - Jersey numbers can be edited as required in the text box. Note, two players cannot have the same jersey number.

- Positions can be edited as required using the drop down. Note, two players cannot be selected in the same position.
- As you remove and add players, they will automatically sort in position order
- Once one player is selected as captain/vice-captain, the subsequent players will not be defaulted to captain as well. Note, you can add as many captains/vice-captains as you like.
- Team list cannot be edited for all matches marked as final.
- Matches marked as 'forfeit' will not allow team list submissions.
- Don't forget to "submit" the updated team list

4. Adding player = click 'Manage Players'
   - Select Player from dropdown list
   - Select Position from dropdown list
   - Jersey will default to the position, but this field is editable
   - Select Captain or Vice-Captain for the relevant players
   - Click "Add"
5. Adding team officials = click 'Manage Team Officials'
   - Select Role, e.g. coach, manager, medical/ first aid attendant, ground marshal or assistant referee
   - Select Non-Player
   - Click "Add"
6. Click "Submit"
7. If in doubt, click '*1 hour*' for team list selection

Squad Management (Team Admins)

Question:
- How do I allocate players to teams/squads?
- How do I add team officials to a squad?
- How can I update teams/squads using Squad List in Match Day (Club admins only)?

Answer: Once your club has created their teams, you need to add players into the squad via the Squad Management page (admin portal). You can only allocate registered players into teams.

1. Members > Squad Management
2. Click on team name
3. Select 'Players' tab
4. All players will appear on the left-hand side. You can filter by name, age and/ or gender
5. Select the player/s that you want to add to team and click "Add to Team"
6. Confirm adding players to team

To add team officials into teams via Squad Management page (admin portal) (not required for all competitions)

1. Members > Squad Management
2. Click on team name
3. Select 'Non-Players' tab
4. All non-players will appear on the left-hand side. You can filter by name and/ or role
5. Select the non-player/s that you want to add to team and click "Add to Team"
6. Confirm adding non-players to team

To update the roles for Non-Players
1. Members > Non-Player Management
2. Click "edit" next to individuals or "edit all"
3. Clicking in the text box will show a dropdown list of all non-player roles
4. Multiple roles can be added to the one record
5. Click "Save"

To add players into teams via Squad List in Match Day App (Club Admins only)
1. Click "Squad List"
2. Choose the club you want to add players to via the top dropdown box. Note, if you are a club admin of multiple clubs they will be displayed in alphabetical order.
3. Based on the club you have selected, you will see a dropdown list for all squad lists in the club. Select the squad you need to update.
4. The member list will default to players in the age range of the team selected under 'club members'. You can further filter by name, gender and/or a specific ageYou need to select player(s) and then click "add to squad"
5. Players added to the squad will then appear in the team list dropdown in Rugby Match Day app.
6. Change the tab to 'non-player' and follow steps 4-6 for adding non-players into the squad

To remove players from the current squad click the players you want to remove (an 'x' will appear next to their name) click "remove from squad"

Club Members = all players/ non-players that have registered and are eligible for squad selection.

Current Squad = all players/ non-players that have been added into the squad.

Scoring in Match Day App

Question: How can Team Managers select teams, score, and enter in incidents and injuries?

Answer: Both Teams Managers should select 'Score my Team'.

Remember to click "1st Half" or "2nd Half" to score the game. The buttons will turn green when activated and highlight your scoring/ movements buttons too.

When entering Blue Card/ Concussions select the role of the player and injury cause.

Before you click 'End Game', ensure you have confirmed the scores and cards entered with the opposing team admin and referee.

1. Click "Match Day"
2. The 'current' match will stay at the top of the list until midnight on the day of the fixture, previous rounds will drop to the bottom of the list
3. Click "Score for my team"
4. Click "First Half" button to begin the game. The button will change from blue to green when the first half is in progress
5. Scoring = enter Try, Conversion, Penalty Goal and Penalty Try as applicable
    a. Select scoring event
    b. Select player and click "next"
6. Enter match time, default is 00:00 (a rough time assists with the match feed) d. Click "confirm"
7. Movements = enter Yellow Card, Red Card, Blue Card or Serious Injury
    a. Select movement = YC, RC, BC or SI
    b. Select reason for YC and RC
    c. Select player and click "next"
    d. Enter match time, default is 00:00
    e. Click "confirm"
8. Movements = substitutions
    a. Select substitution reason (tactical, injury or blood injury)
    b. Select player coming OFF, they will highlight in red
    c. Select player coming ON, they will highlight in green
    d. Click "next"
    e. Enter match time, default is 00:00
    f. Click "confirm"
9. Feed = shows match events with the latest at the top (based on the time entered against scoring and movements)
10. Cards = summary of all cards given and needs to be checked by the referee at the end of the match
11. When scoring "Second Half" you will be asked to confirm the half-time score. This button will change from blue to green when the second half is in progress
12. Check 'Feed' and 'Cards' with match official at the end of the match
13. Click "End" to finalize the match.

A pop-up will appear with the final score and also any appointed referees listed. If a referee did not show up to your game you can unclick them and add the name of the person who filled in for them.

An email notification will be sent to the appointment board admin to investigate why the referee did not show. Once you have submitted the match you will be unable to change any match information

If the Team Manager does not have 'team admin' permissions or the competition is not published, the user will see "not currently available" appear on their screen.

How can I change who scored in Match Day?

Question:

- How can I change who scored a try, conversion and/ or penalty?
- I accidently entered the wrong scorer in Match Day, how can I change it?

Answer:

- The 'feed' tab in the Rugby Match Day app will show all scores (tries, conversions and/ or penalties) that you have entered. You will see a red minus button next to each of these.
- To remove the points, click on the red minus next to the information you are deleting.
- To re-enter the score go back to the 'scoring' tab and add the correct information.

Forfeit match in Match Day App

Question: How do I record a forfeit match in the Match Day App?

Answer:

If a team forfeits the match, this can be recorded in the Match Day app against the fixture.

1. Under the "Match Day" tab in the app
2. Click into the Match
3. Click "…" (top right-hand corner)
4. Click "Match Forfeited"
5. Select team to forfeit

An email notification will be sent to club and association admins

Disputing a match result via Match Day app

Question:

- How do I dispute a match in Match Day?
- The score for the match is incorrect, how do I change it?

You need to notify your competition manager that the score for your game is incorrect, and that you are disputing the match.

To dispute the match:

1. "Match Day"
2. Click "…" (top right-hand corner)
3. Click "Dispute Match"
4. Select dispute reasons (can add multiple)
5. Enter any extra detail required
6. Click "Confirm"
7. An email notification will be sent to club and association admins