

7. Adding a new Season

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Seasons are used to provide a category for your competitions to sit within. Seasons should be set to your organisation's standard seasons, for example Summer Season and Winter Season, and then the different competitions set up within each of these seasons, for example Men's Tuesdays, Women's Sundays, Juniors, etc.

Quick Steps: COMPETITIONS > SEASONS > ADD > Complete All Relevant Fields > SAVE

Adding a SEASON:

1. Within the Management Console, select **COMPETITIONS** from the top menu, then **SEASONS** from the left menu.
2. Click **ADD** at the top of the page.
3. Complete all relevant fields for the new Season.
4. Once all fields are completed, click **SAVE**.

All competitions are required to be contained within a season, so you should create your seasons to match the different competitions that your organisation runs throughout the year.

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