



SURREY COUNTY WOMENS & GIRLS LEAGUE

REGISTRATION TIPS

The registration system is new to us all so there will inevitably be some hiccups. Please read the following information which will aid the registration process and minimise the number of photographs being rejected.

PLEASE do not create "test" Players on the system to try it out.

PHOTOGRAPHS

- The photograph must be **RECENT** (taken within the last 6 months); I'm sure the child was extremely cute aged 3 but this will be of little use for identification purposes on a Sunday morning & will probably be very embarrassing for a 10 year old child on the pitch!
- The photograph should be square. The system will compress the photograph into the space provided so squashed or stretched faces will be generated if the photograph is not square.
- Please crop the photograph before uploading. Most mobile phones will produce decent images and cropping the head and shoulders should not reduce the quality.
- The photograph **MUST** be a close-up of the player's **head only** with the player facing forwards looking straight at the camera. If not, the photograph will be too small on the PS Team Sheet.
- As a guide, the Player's head should fill approximately 75% of the photograph.
- The photograph should be of the Player on their own - not with family pets or other family members!
- The photograph must be **PORTRAIT** when it is uploaded. The image appearing on your screen is what will be generated on the PS Team Sheet so please rotate prior to uploading. The Registration Secretary is not able to rotate photographs and they will be rejected.
- The photograph **MUST** be good quality otherwise it will appear distorted when it is printed out.
- Please refer to the examples below.

PARENTAL CONSENT

- If a photograph is rejected, you do not need to request parent/guardian consent again - this will actually have the opposite effect and remove the consent!
- You will not be able to request consent until the Player has been assigned to a Team.

E-MAIL ADDRESSES

- Please **CHECK** e-mail addresses carefully. It would be prudent for you to send a test e-mail to the parent / guardian prior to requesting permission on PS.
- We cannot monitor bounced e-mails and the result will be that the parent / guardian cannot provide the consent and the Player **WILL NOT** be registered.
- Email consent **MUST** be given by the parent / guardian. **DO NOT** add a Club representatives email address to make it easier to gain consent.

		<p>This is EXCELLENT with minimal background; the photo is square, and the Player will be easily identifiable on the PS Team Sheet.</p>
		<p>This photograph should be cropped. The Player's face should cover 75% of the photograph.</p>
		<p>The Player must be looking directly at the camera.</p>
		<p>Although amusing, it will not be a true likeness of the Player unless she pulls a funny face every Sunday!</p>
		<p>Although photographs including pets are cute, they will be rejected! The photograph must be of the Player only.</p>
		<p>Family snaps are not acceptable. The photograph must be of the Player only.</p>
		<p>Photographs must be portrait. This photograph would need to be rotated before being uploaded.</p>