



## NCYSA Game Day Guide

### PlayMetrics Check-In & Match Reporting

**PlayMetrics match reporting is REQUIRED for all NCYSA matches.**

Referees should use the **PlayMetrics Game Scoring Assistant** on game day to complete player check-in and submit the required match information. You do **not** need a PlayMetrics account to use the Game Scoring Assistant. You will access the match by scanning the QR code provided on the team's game card / roster. NCYSA games should not require an access code.

How to use the Game Scoring Assistant Link - [PlayMetrics How To](#)

#### **STEP 1 — Obtain the PlayMetrics Game Card / QR Code**

Before beginning the check-in process, obtain the **PlayMetrics QR Code** on coach / managers phone or device. You may also use their device for check-in but will have to use their device for post match reports as well, if you do this.

**Important:** The PlayMetrics Game Scoring Assistant cannot be accessed before the day of the game.

#### **STEP 2 — Scan the QR Code**

Using your phone or mobile device:

1. Open your device's camera.
2. Scan the **QR code on the PlayMetrics game card.**
3. Open the link that appears.

Once completed, you will be taken into the Game Scoring Assistant for that specific match.

#### **STEP 3 — Check In Players and Coaches**

Complete the player check-in process **before the match.**

If a coach is not on the roster they may coach as long as they have a digital or physical card.

TEAMS NO LONGER NEED TO SHOW PLAYER PASSES. IF A PLAYER IS NOT ON A ROSTER AND SHOWS YOU A PHYSICAL PASS

1. Locate the team you want to check in.
2. Select the **pencil/edit icon** next to that team.
3. The team's roster will open.



4. Select the players who are **approved and participating in the match**.
  1. Do not check in players who are not present
  2. No Physical Pass needed
5. Complete the same process for the other team as required.
6. **DO NOT CLOSE THE WINDOW THAT THE GAME ASSISTANT IS IN. IF YOU CLOSE IT YOU WILL NEED THE QR CODE AGAIN. Save the window open and you will fill in the post match information after the game.**

PlayMetrics uses this roster information to identify the players participating in the game.

#### **STEP 4 — Play the Match**

Once check-in has been completed, conduct the match according to the applicable NCYSA competition rules and referee procedures.

During the match, keep accurate records of:

- Goals and the final score
- Cautions (Yellow Cards) and send-offs (Red Cards)
- Any other reportable player or team staff infractions
- Any unusual or significant incidents that may require additional reporting

This information will be needed when completing the PlayMetrics match report.

#### **STEP 5 — Enter the Final Score**

After the match:

1. Return to the Game Scoring Assistant.
2. Select **Set Final Score**.
3. Enter the final score for each team.
4. Verify that the score is correct.
5. Select **Save Score**.

Once saved, the score is recorded as the official game score in PlayMetrics.

#### **STEP 6 — Enter Infractions**

If there were cautions, send-offs, or other reportable infractions:

1. Select **Enter Infraction**.
2. Select the appropriate team.
3. Select the player or team staff member involved.
4. Select the appropriate infraction type.
5. Enter the required description.
6. Enter an infraction code if the competition requires one.
7. Select **Add Infraction**.

Repeat this process for each reportable infraction from the match.



**Be accurate when selecting the individual and infraction. Your PlayMetrics submission becomes part of the official match record.**

### **STEP 7 — Review Before Finishing**

Before leaving the field, verify that:

- Both teams' check-in information is complete.
- The final score is correct.
- All required cautions, send-offs, and other infractions have been entered.
- The correct players or team staff members are associated with each infraction.
- All required match information has been submitted.

**Do not assume someone else will complete the PlayMetrics report. Match reporting through PlayMetrics is required for NCYSA matches by the referee**

### **RED CARD REPORTS**

#### **ALL RED CARDS MUST RESULT IN A SUPPLEMENTAL REPORT**

Once the PlayMetrics match report has been completed, the referee **MUST** report the details of the Red Card in a supplemental report.

For all Youth and Adult Games under NCASA, use this link <https://www.ncsra.org/redcards>

The report must include all details pertinent to the red card and should be accurate to the best of your ability, using terminology from the Laws of the Game and the FIFA Considerations. Each red card requires an individual report.

Once all red card supplemental reports have been submitted, send an email to the assignor who assigned the game with a brief explanation of any red card incidents.

