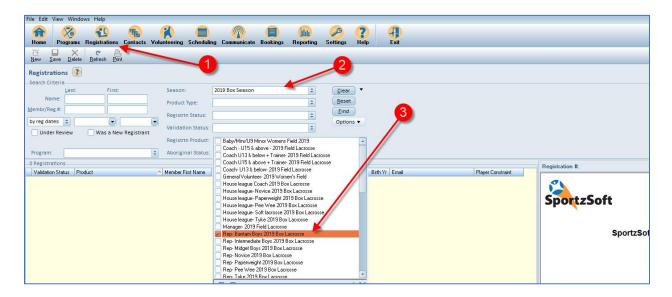
SportzSoft Online Registration Registration Reports

Overview

There are a few different ways to view registration reports.

Registration Management Screen

Go to REGISTRATIONS / REGISTRATIONS MANAGEMENT. Select your season and the product you want the registration numbers for.



Click find and the total number appears at the top of the grid as shown below.

Registrations	<u> </u>	/		ows here					
La	Last: First:		ison:	2019 Box Season			Clear 🔻		
Name:		Pro	duct Type:			\$	Reset		
embr/Reg #:			tistrtn Status:				Eind		
reg dates 💲		Ref	istrin status.			\$	Options •		
Under Revie	w Wasa New R		idation Status:			\$			
		Contraction of the second s	istrtn Product:	Rep-Bantam Boys	2019 Box Lacrosse	\$			
Program:		Abo	original Status:			\$			
Registrations	-								
Validation Status	Product	^ Mem	ber First Name	Member Last Name	First Name	Las	t Name	Birth Yr	Email
PGB Approved	Rep-Bantam Boys 2019	Box Lacrosse							
PGB Approved	Rep-Bantam Boys 2019	Box Lacrosse							
PGB Approved	Rep-Bantam Boys 2019	Box Lacrosse							
PGB Approved	Rep-Bantam Boys 2019	Box Lacrosse							
PGB Approved	Rep-Bantam Boys 2019	Box Lacrosse							
DCD Assessed	D D	Deulesses lau	-	Carloss	E Jaw	C.,	L CONT	2000	Kanid 74 (Research and

Product Management Screen

Go to REGISTRATIONS / PRODUCT MANAGEMENT. Select the product you want the registration numbers for. Then click on the PARTICIPANTS tab to the right of the screen and you will see the total number of registrations for that product as well as the list of registrants.

A % 🐔 🐐			P	0		
Home Programs Registrations Contact	ts Volunteering S	Scheduling (Communicate	Booking	s Reporting	Settings Help Exit
🛱 📮 🗙 C Jew Save Delete Befresh Bint	-					_3
roduct Management 🕐		1 Reg	gistratio	ons /	Product	Management
Products		-			_	Name: U13 Rep - 2019 Field Lacrosse ID #: 36287 Options •
ter: 📝 Active Only 🛛 📝 Invoices	Summary View 2			2		
📝 Memberships 📝 Sports 📝 Volun	iteering 🛛 Promo	os		↗		Code: U13R Type: Sports Registration Code: Summary.
Product	Season	Cutoff Purch	к Туре	Active	Current Fee -	Details Fees & Deposits Constraints Participants (35)
Coach U15 & above + Trainer- 2019 Field Lacrosse		5/15/19	Voluteer R	V	\$0.00	Registered on/after: Status: Clear Refresh
Manager- 2019 Field Lacrosse	2019 Field Season	5/15/19	Volunteer R	4	\$0.00	Validation Status Product Member First Name Member Last Name Last Name Last Name
Trainer - 2019 Field Lacrosse	2019 Field Season	5/15/15	Volunteer R	4	\$0.00	Valcation status Product Member Past Name Member Last Name Past Name Last Name Contribution of the Control Con
Doach - U15 & above - 2019 Field Lacrosse	2019 Field Season	5 18/19	Volunteer R	4	\$0.00	PG8 Approved U13 Rep - 2019 Field Lacrosse Holland
Coach U13 & below + Trainer- 2019 Field Lacrosse	2019 Field Season	5/15/19	Volunteer R	4	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Holland
Coach- U13 & below- 2019 Field Lacrosse	2019 Field Serson	5/15/19	Volunteer R	4	\$0.00	
U11 Rep - 2019 Field Lacrosse	2019 Field Season	5/15/19	Sports Regi		\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Campbell PGB Approved U13 Rep - 2019 Field Lacrosse Matthews Matthews
Volunteer Coach - U15 and over - NEW - 2019 Field		5/15/19	Volunteer R		\$0.00	
Volunteer Coach - U13 and under - NEW - 2019	2019 Field Season	5/15/19	Volunteer R		\$0.00	PGB Approved U13 Rep · 2019 Field Lacrosse Sanderson
U9 Rep- 2019 Field Lacrosse	2019 Field Season	5/15/19	Sports Regi	2	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Costigan-Nie
U13 Rep - 2019 Field Lacrosse	2019 Field Season	5/15/19	Sports Regi	P	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Chung
U15 Rep - 2019 Field Lacrosse	2019 Field Season	5/15/19	Sports Regi	V	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Miller
U17 Rep - 2019 Field Lacrosse	2019 Field Season	5/15/19	Sports Regi	1	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Hunt
Volunteer - Coach - U15 -2019	2019 Womens Field	6/15/19	Volunteer R	2	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Jennings
Volunteer - Coach - U17 -2019	2019 Womens Field	6/15/19	Volunteer R	2	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse D'Donnell
Volunteer - Coach - U13 -2019	2019 Womens Field	6/15/19	Volunteer R	4	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Mills
Volunteer - Coach - U11 -2019	2019 Womens Field	6/15/19	Volunteer R	F	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Kruger
Volunteer - Trainer 2019	2019 Womens Field	6/15/19	Volunteer R	F	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Noble
Volunteer - Manager 2019	2019 Womens Field	6/15/19	Volunteer R	F	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Tovell
Volunteer - Executive / Board Member 2019	2019 Womens Field	6/15/19	Volunteer R	F	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Gear
Volunteer - Coach - U19 -2019	2019 Womens Field	6/15/19	Volunteer R	V	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Long
U11 Rep Womens Field 2019	2019 Womens Field	6/15/19	Sports Regi	4	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Shabot
U15 Rep Womens Field 2019	2019 Womens Field	6/15/19	Sports Regi	T.	\$0.00	PGB Approved U13 Rep - 2019 Field Lacrosse Burman
ero risponence allo	Loro Holidio Field	0710710	opone mogi		40.00	DCD Assessed UI3 Day 2010 Field assess Comp. Living Body Living

Reports – Dashboard – Registrations Report

Go to REPORTS and click on DASHBOARDS, then REGISTRATION. This will show a summary of various registration data.

		<i>s</i> ?	4				
ome Programs Registrations Contacts Vol	lunteering Scheduling Communicate Bookings Report	ing Settings Help	Exit				
w Save Delete Befresh Print							
	-						
ive Seasons In 👷 Reporting	2						
ystem Relea Reports		Seaso					
Anges		Registrations Summary Dashboard					
Player Constration Dashboards 🥌 🗾	3 Counts by Status	Count	%	Counts by Validation Validation Status			
egistrations Registrations	In Progress	1	0.1%	Pending			
Duplicating a set	Pending	55	7.0%	Club Approved			
egistrations	Processing		0.0%	Club Declined			
Looking at an a	Partially Paid		0.0%	LGB Approved			
egistrations	Paid in Full	707	90.5%	LGB Declined			
Changing the p	Cancelled	18	2.3%	PGB Approved			
and Tab.		781	0.0%	PGB Declined			
upport Ticke				LGB Review			
New Ticket				PGB Review			
icket# Applie				Cancelled			
	Counts & Fees by Product Product	Count	Fee Total	Payments by Type Type	Count		
	House league Coach 2019 Box Lacrosse	30	\$0.00		4		
	House league- Novice 2019 Box Lacrosse	31	\$6,655.00	Credit Card	309		
	House league- Paperweight 2019 Box Lacrosse	65	\$11,175.00	Online Refund	3		
	House league- Pee Wee 2019 Box Lacrosse	19	\$4,095.00		316		

That's it!