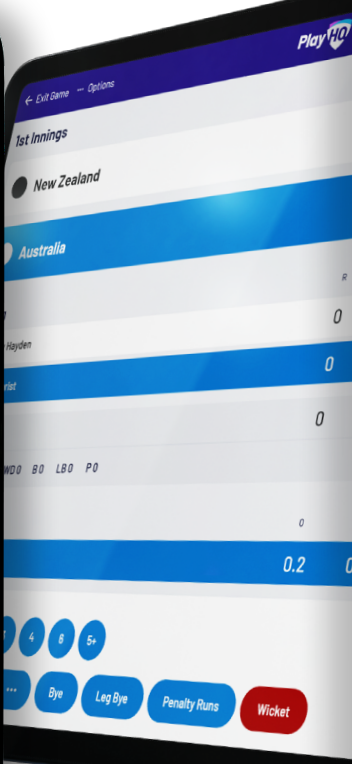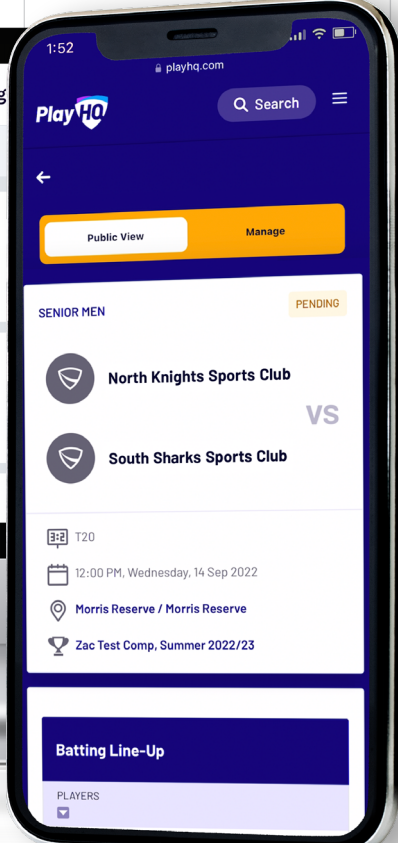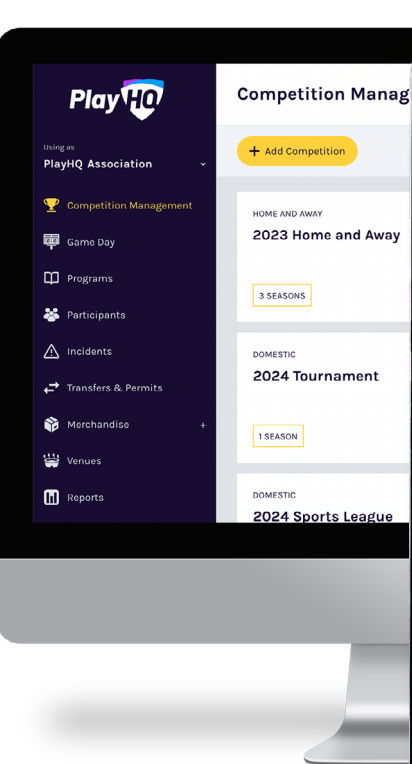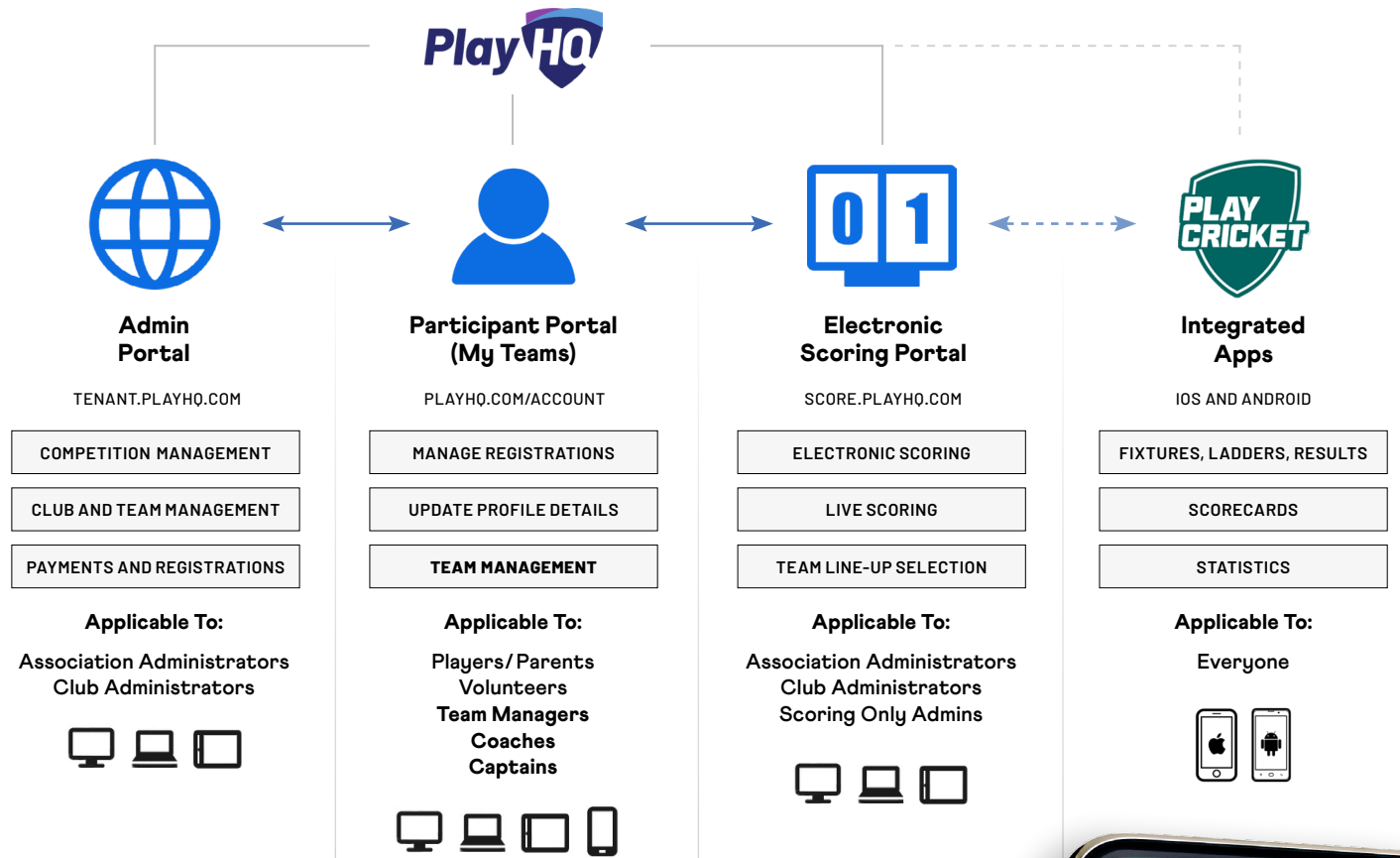# PlayHQ Portals

ADMINISTRATORS   TEAM STAFF   SCORERS

PlayHQ

The PlayHQ platform consists of three portals to enable appropriate tasks to be completed. These portals include the **Admin Portal**, **Participant Portal** and **Electronic Scoring Portal**.

Admin Portal

TENANT.PLAYHQ.COM

| COMPETITION MANAGEMENT |
| CLUB AND TEAM MANAGEMENT |
| PAYMENTS AND REGISTRATIONS |

Applicable To:
Association Administrators
Club Administrators

Participant Portal (My Teams)

PLAYHQ.COM/ACCOUNT

| MANAGE REGISTRATIONS |
| UPDATE PROFILE DETAILS |
| **TEAM MANAGEMENT** |

Applicable To:
Players / Parents
Volunteers
Team Managers
Coaches
Captains

Electronic Scoring Portal

SCORE.PLAYHQ.COM

| ELECTRONIC SCORING |
| LIVE SCORING |
| TEAM LINE-UP SELECTION |

Applicable To:
Association Administrators
Club Administrators
Scoring Only Admins

Integrated Apps

IOS AND ANDROID

| FIXTURES, LADDERS, RESULTS |
| SCORECARDS |
| STATISTICS |

Applicable To:
Everyone

Admin roles and portal access

PlayHQ

There are three administrator role types which include **Full Access Admin**, **Affiliate Admin** and **Electronic Scoring Only Admin.** Each role type has various levels of access.
This access is different for Association and Club organisations.

→ Association Admin Role Types	Access to view				
	Admin Portal	Own organisation	Child organisations	All organisations	eScoring Portal
Full Access Admin	Yes	Yes	–	–	Yes
Affiliate Admin	Yes	Yes	Yes*	–	Yes
Electronic Scoring Admin	–	–	–	–	Yes

Full Access and **Affiliate Admins** have access to all functionality to successfully create and manage competitions, invite clubs to competitions, setup and edit registration forms, as well as view and download participant data. In addition, Affiliate Admins can navigate to a club's instance of PlayHQ, allowing tasks to be carried out as if they were a full access club administrator (*Affliate Admins can only see Club organisations if the Association is set to be a parent of those clubs).

→ Club Admin Role Types	Access to view				
	Admin Portal	Own organisation	Child organisations	All organisations	eScoring Portal
Full Access Club Admin	Yes	Yes	–	–	Yes
Electronic Scoring Admin	–	–	–	–	Yes

Full Access Club Admins are responsible for managing registrations, payments, and tasks such as team entry. Club Admins can also view and download participant data.

score.playhq.com

Email*

Please type

Password*

Please type

→ Electronic Scoring Only Admin

Association or Club Administrators can allocate **Electronic Scoring Admins**, enabling scorers to login to the **Electronic Scoring Portal (score.playhq.com)**. Electronic Scoring Admins do not have access to the Admin Portal.

→ Team Management Access

Association and Club Administrators can allocate **Coaches**, **Captains**, and **Team Managers** for each team. If given **management access**, the Participant Portal transforms into a team management centre, where they can manage teams, select line-ups, enter scores and statistics.

🔓 Management access is open

When your Association or Club Administrator allocates you to a role that has **management access**, you'll see the unlocked icon within the **My Teams** section of your Participant Portal when logged in.