

# Game Management System

Updating Fixtures that are not Started/Completed – Divisional Secretaries



**ENGLAND  
HOCKEY**

Status	Definition	Example	What do you need to do?
Cancel	The game is not played and will not be replayed	Tournament gets cancelled by Covid and will not ever be replayed. A cancelled fixture cannot be re activated and officials cannot claim expenses	Check with organiser before cancelling as Officials may need to still claim expenses (which they cannot do if you cancel it – In this case, please use Abandonment.) Slide 3 outlines the steps
Walkover	One team in a game is unable to play so their opponents are awarded the game	One team concedes the game the day before (or earlier) due to not being able to field a team.	Complete the guide as shown on slide 4 if teams have not already completed the result.
Postpone	The game is not played but has to be played in the future	University team with agreement from opposition and League Secretary move the fixture into term time – this option is used if teams do not yet know what date they are moving the match to, but you need to show the data will not be taking place in the near future. You can reactivate the game for a later date.	Amend the status to Postpone using the guide on slide 5 Agree new date with two teams and then once you have this date, change the status back to Active and update date. Note that if a score has been recorded (incorrectly) contact GMS Support and they can remove the result.
Abandonment	The game is started but not finished. The outcome is to be determined – a result at time of abandonment may stand or the game may need to be replayed	Serious injury or incident prevents the game from being finished	Follow slide 6. If the game has appointed officials, then the game will be abandoned If the game has unappointed officials, then you can re arrange it to a new date. Note that if a score has been added, then contact GMS Support and they can remove any result.  If a game is abandoned a new fixture must be set up – DO NOT try and alter details of the abandoned game.

## Cancelled Fixture

Contacts Panels

- Fixtures
- Appointments
- Send Notifications
- Events
- Competitions
- Comp Entrants
- Appointments Req
- Competition Times
- Competition Fees
- Clubs
- Teams
- Team contacts
- Venues
- Panels
- Send eMails/Memos
- View Memos
- Validate Fixtures
- Invoicing
- Nominals

Competition	Midlands Women's Division 5 Arden (L5)
Association	England Hockey - Midlands
Exchange with	Not exchanged
Level	5
Home team	Old Silhillians 3
Away team	Hampton-in-Arden 3
Venue	Solihull - The Silhillians <a href="#">Find on map</a>
Pitch	
Status	Active
Fixture status notes	
Notes	

The 'Status' dropdown menu is open, showing the following options: Active, Postponed, Cancelled, Deleted. An arrow points from the text on the right to the 'Cancelled' option.

Click to cancel the fixture. If the fixture has to be cancelled and the officials have travelled to the game then select postponed.

Divisional secretaries – If officials have travelled and expense claims have to be made you will need to amend the fixture to abandoned to allow them to make that claim.

If a game is abandoned a new fixture must be set up – DO NOT alter details of the abandoned game.

# Walkover

[Switch to competition admin view](#)

Sat- 26-11-2022

Midlands Women's Division 5 Arden

University of Warwick 3 (F)

Old Silhillians 3 (F)

Match Status

Completed ▾  
Completed  
Walkover  
Postponed  
Abandoned

Home Goal

1

Away Goal

2

Home Red Card

0

Away Red Card

0

Score

Click on post-match input and select Walkover if the competing teams have not already done so.

# Postpone

Contacts Panels

- Fixtures**
- Appointments
- Send Notifications
- Events
- Competitions
- Comp Entrants
- Appointments Req
- Competition Times
- Competition Fees
- Clubs
- Teams
- Team contacts
- Venues
- Panels
- Send eMails/Memos
- View Memos
- Validate Fixtures
- Invoicing
- Nominals

Competition	Midlands Women's Division 5 Arden (L5) ▼
Association	England Hockey - Midlands ▼
Exchange with	Not exchanged ▼
Level	5
Home team	Old Silhillians 3 ▼
Away team	Hampton-in-Arden 3 ▼
Venue	Solihull - The Silhillians ▼ <a href="#">Find on map</a>
Pitch	
Status	Active ▼ Active Postponed Cancelled Deleted
Fixture status notes	
Notes	

1) Amend the status to Postpone using the guide on slide

2) Agree new date with two teams and then once you have this date, change the status back to Active and edit date.

Note that if a score has been recorded (incorrectly) contact GMS Support and they can remove the result.

## Abandonment

[Switch to competition admin view](#)

Sat- 26-11-2022

Midlands Women's Division 5 Arden

University of Warwick 3 (F)

Old Silhillians 3 (F)

Match Status

Completed ▾

Home Goal

1

Completed

Walkover

Postponed

Abandoned

2

Home Red Card

0

Away Red Card

0

Score

If the officials in any game decide the game has to be abandoned then the Div sec must click abandonment.

If a game is abandoned that had **appointed officials** a new fixture must be set up – **DO NOT alter details of the abandoned game.**

If the game has **unappointed officials**, then you can keep the original fixture but edit to the agreed re arrange date.

Note that if a score has been added, then contact GMS Support and they can remove any result.