Club onboarding and competitions

A practical guide for the nominated club Owner, with the handover points selectors and Chairpersons need. Use it to prepare the first competition, bring in player names, load rankings history and add another competition.

Your route into BowlsSelect

1. Find the club. Choose the state and region, then confirm the correct public club record.

2. Prepare the competition. Select one competition family and its sides. Check divisions and rinks, then preview the board.

3. Request approval. Choose whether to seed the player pool and nominate the Owner. Submit the setup for BowlsSelect approval.

4. Review the workspace. The approved Owner follows the access email, reviews the player list and assigns competition access.

5. Bring in rankings history. An authorised Owner or Chairperson chooses available historical seasons in Player Rankings.

Inside this guide

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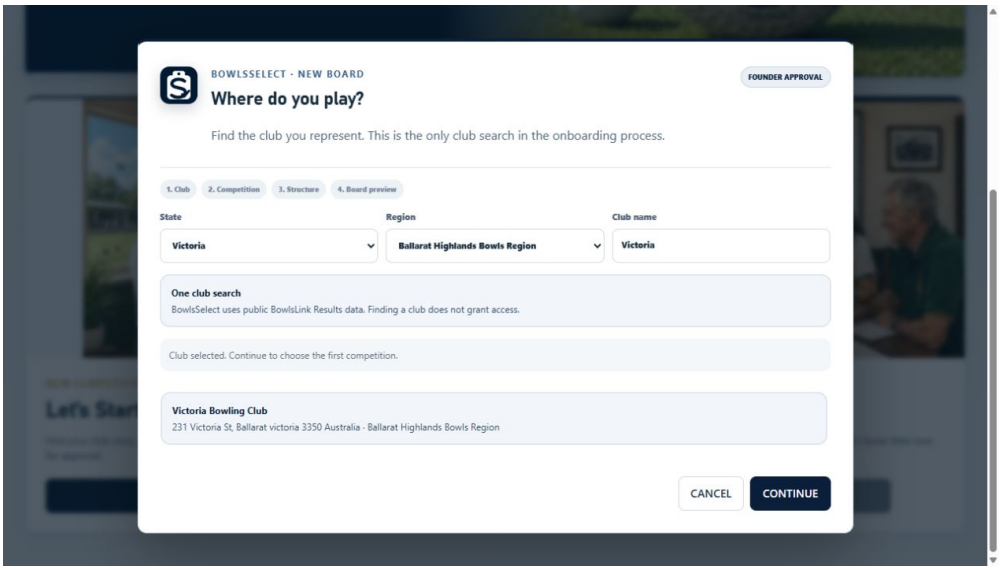
Start: bowlsselect.au/app/onboarding/

Support: bowlsselectapp@gmail.com

The discovery and approval screens were checked on 28 September 2026. The automatic import and rankings instructions follow the deployed application. No club request, import or invitation was submitted during preparation. App screens with player names use aliases and illustrative data.

Find the club and first competition

Open **Get Started**, then **Let's Start Selecting**. Choose the state and region. If the region is uncertain, use the whole-state search option. Type the club name and confirm the location before continuing.



Current public onboarding screen. Club identity is public; finding it does not grant workspace access.

Choose sides from one competition family

Select the sides your club fields in Saturday, midweek or another single competition family. Check the competition workspace name and playing day. Keep different competition families separate.

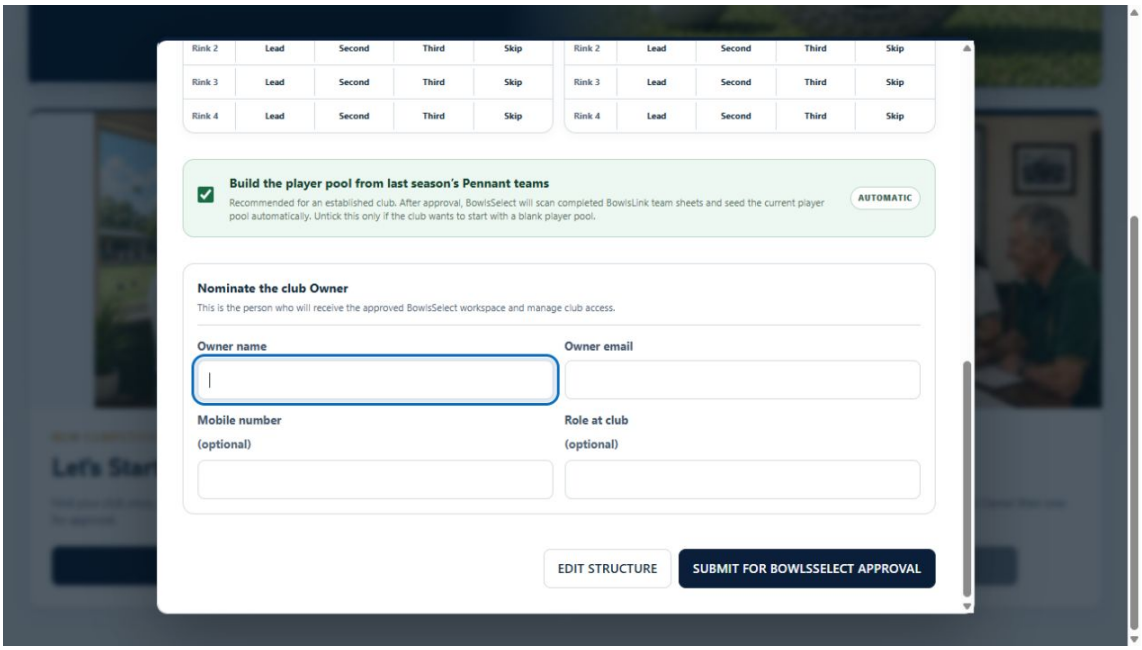
Continue to **Confirm your side structure**. Review division names and rink counts against this season.

Then choose **Preview Blank Board**. Check the side, rink and position totals before submitting.

If discovery does not find a suitable club or competition, check the spelling, state and region. Use a manual setup option only where the app offers it, or contact BowlsSelect. Do not select a different club just to continue.

Bring players into the approved club

In the board preview, leave **Build the player pool from last season's Pennant teams** selected for an established club. Untick it only when the club wants a blank player pool.



The live player-import option and Owner nomination form. No personal details were entered.

Nominate the Owner. Enter the authorised person's name and email; mobile and role are optional. Review everything, then submit for BowlsSelect approval. Submission does not immediately activate the club.

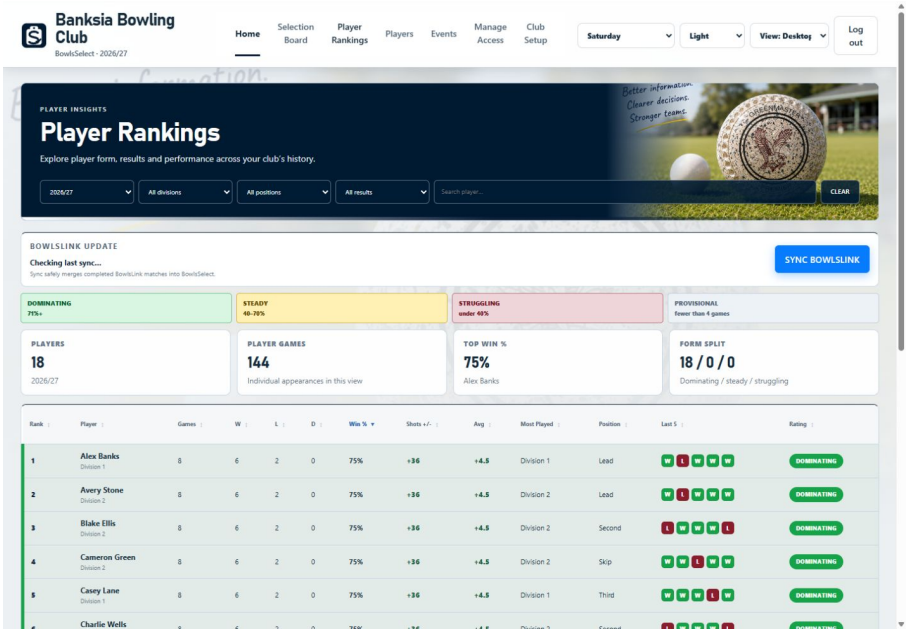
After approval. The nominated Owner follows the access email. BowlsSelect prepares the approved first competition. With the import option enabled, it scans available completed team sheets from the previous season and seeds the current player pool.

Review before selecting. Check imported names, resolve uncertain matches, add newcomers and confirm active status and availability. Players without suitable previous-season records may be missing.

This imports player names, not a complete membership database. Private email addresses and phone numbers require a separate authorised source. Rankings history is a separate step.

Build and maintain rankings history

Open the correct competition and go to **Player Rankings**. An authorised Owner or Chairperson chooses **Sync BowlsLink**. Select the available previous seasons and choose **Import Selected History**.



Current rankings interface with alias players and illustrative results. Figures are demonstration data.

The history selector can offer up to five previous seasons where BowlsLink data is available for the club. Already imported seasons are identified. More history can be added later.

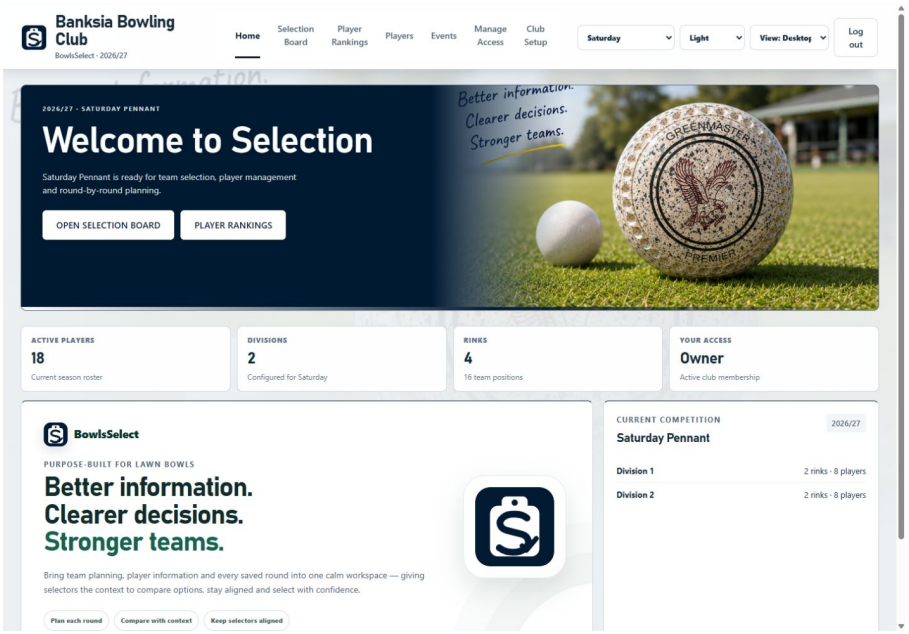
Once a history foundation exists, the sync screen can also check current-season results. Review the completion message and a sample of player appearances before relying on the totals. A name in the player pool does not prove that its results have imported.

Weekly updates. BowlsLink Results imports update current-season rankings automatically. Use the rankings check to review missing or changed appearances. If an import fails, read the error and check the status before trying again.

Use the right evidence. Historical rankings, current-season form and Finals Watch serve different purposes. Form bowls use current-season results only; practice rankings remain separate. The committee still chooses the side.

Add and switch between competitions

After approval, the club **Owner** can return to the Selection Hub and choose **Let's Start Selecting** to create another competition workspace. This does not replace competitions already in use.



Current competition home, shown with an illustrative club and sample roster.

1. Confirm the current club and season. Choose the next competition family and its sides, or use the manual path if offered.

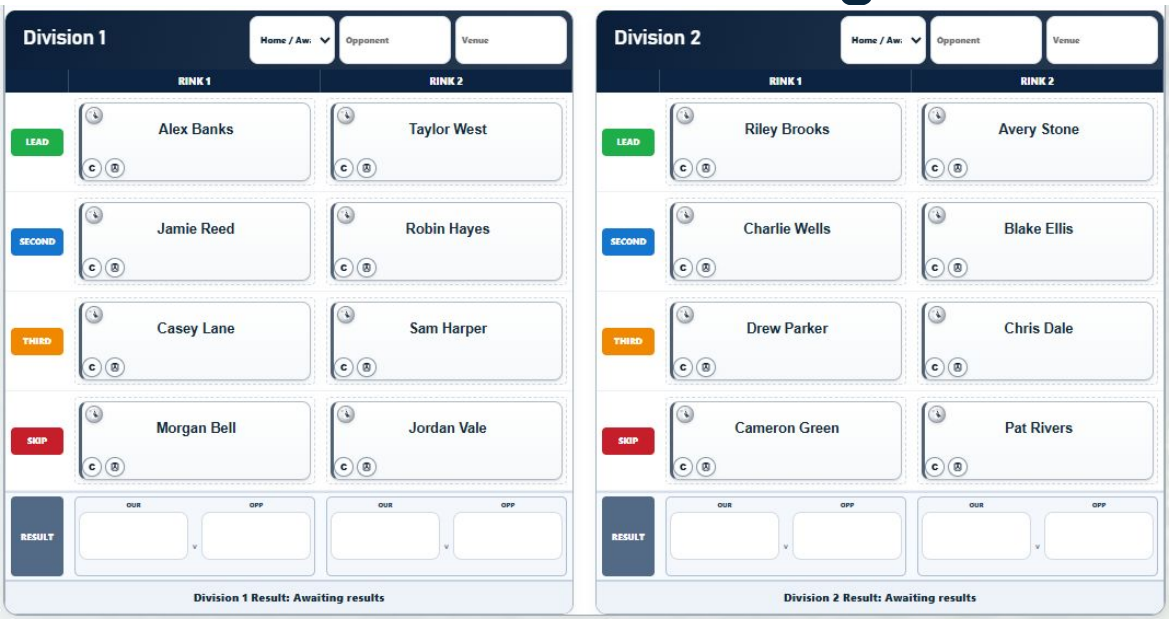
2. Check the competition name, playing day, divisions and rink counts. Preview the structure and choose **Save & Continue** when correct.

3. For a competition linked to verified BowlsLink identities, the player pool imports automatically from available previous-season results after saving. Review the completion message and names. Manual or unlinked competitions start with a blank pool. Rankings history is synced separately.

4. Assign Chairperson, Selector and Viewer access for that competition through Manage Access. Use **Continue Selecting** and the competition menu to open the intended workspace.

5. Check the competition, season, round and board type before editing or printing. Confirm the new board and the existing competitions remain correct.

Your first selection meeting



Actual board renderer with alias names. The club and selection shown are illustrative.

Move or swap. On desktop, drag a magnet to an empty cell to move it, or to an occupied cell to swap the players. On touch, tap the player and then the destination. Use the Player Pool or Quick Remove to take a player off the board.

Work in the right board. My Board is the selector's private working selection. Shared Master is the competition's official board. Refresh from Master is an explicit replacement of the personal board, not a routine navigation action.

Before finalising. Check availability, missing positions, duplicate players, Finals Watch, round, opposition and venue. An authorised Owner or Chairperson reviews and publishes the agreed side to Shared Master.

Before distribution. Generate outputs from the correct official board. Inspect the Team Sheet PDF. Where stickers are configured, use the correct template and print at 100% without fit-to-page scaling.

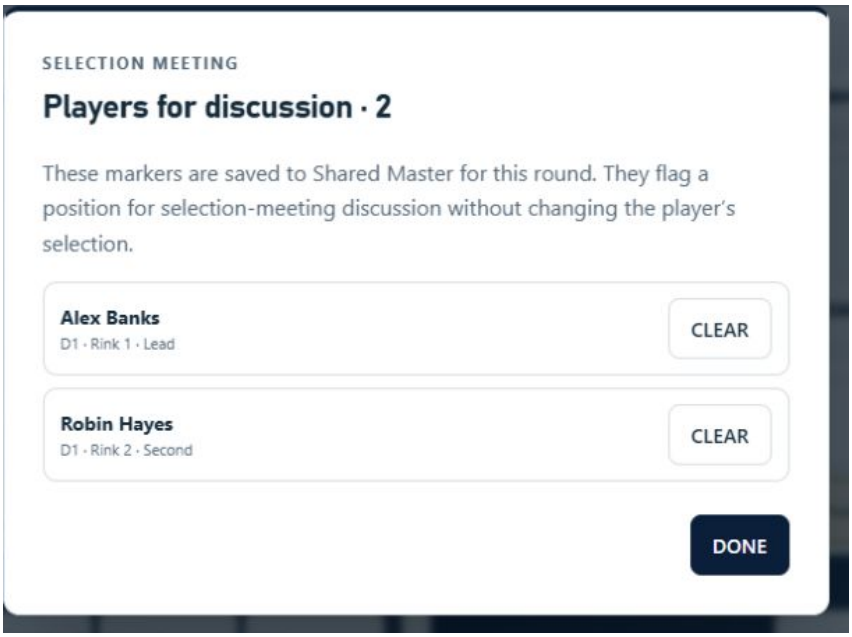
Handover check

Owner access works · correct competitions visible · roster reviewed · rankings status checked · roles assigned · selectors know My Board versus Shared Master · first output checked.

Use the role manual for the full weekly workflow. A BowlsSelect readiness check or printed sheet is not proof that a team has been entered in BowlsLink.

Flag it, keep moving, circle back

Use the **?** discussion marker when a player or position needs more consideration. It lets the committee keep the selection meeting moving and return to the question before finalising the side.



The current Discussion list on Shared Master, with alias names. Markers retain the player and position for follow-up.

1. Flag the player. On **Shared Master** for the correct competition and round, an authorised board editor selects the **?** beside the player magnet. The magnet is highlighted for discussion; the player stays in the same position.

2. State the point and move on. Briefly tell the committee what needs discussing, such as availability or a possible position change. The ? saves a flag, not a written comment. Keep any detail in the committee's usual meeting notes.

3. Circle back. Open **DISCUSSION** in the board toolbar. Its count and list help the committee revisit marked players and their division, rink and position before agreeing the final side.

4. Clear it when resolved. An authorised editor uses **CLEAR** in the list or selects the player's **?** again. Clearing a marker does not move or remove the player.

Access and board context

The current controls are on Shared Master, not private My Board. Owner and Chairperson editing permissions govern marking and clearing; other selectors can raise the discussion point with the Chairperson. Review all outstanding markers before the final publication and team-sheet checks.