

Creating a Custom Field Response List

PEOPLE > Custom Person Lists > Custom List Management

1. Click 'Add New Custom List'

Chipping Norton Netball Club 🗸					myn	etball ad	lministrat	ion					
	PEOPLE	REGISTRATION	TEAMS	PROGRAMS	WEBSITE	REPORTS							
Search Menus		Custo	Mew Custom	on List	Managen	nent 💡							
Person List		Show	lists from all	owners									
Person Search		TITLE		1	DESCRIPTION		FILTER	LAST UPDATED		OWNER			
Contact Details Manager	nent	helpers					NONE	14/02/2016 1:54PM		ALL	0	1	
Add New Person		playing g	rade				NONE	24/03/2018 11:39AM	1	ALL	0	1	
Person Roles	/												
Participant Login Manag	er /												
Approve New Members													
Custom Person Lists	L/	~											
Custom List Manageme	nt												
Custom Fields Manager	nent												
Custom Filters Manager	ment												
Profile Field Manageme	nt												

- 2. Give the list a title and description
- 3. Select 'Custom Fields' in the output fields section
- 4. Double click the custom field in the left hand box to make it appear in the right hand box.
- 5. Click 'Save List'

A Chipping Norton Netball Club							myr	etl	ball administration	
	REGIS	TRATION	TEAMS	PROGRAMS	WEBSITE	REPORTS				
Search Menus	٩	Custo	m Pers	on List N	laintena	ance 🕜				
Person List										
Person Search		Custom Li	st Title							
Contact Details Management		Custom Li	ist Descriptio	on						
Add New Person		Person Filt	ter	No filter	~					
Person Roles		Output Fie	elds	Also show	fields (1)					
Participant Login Manager				Player f	fields (**)					
Approve New Members				Address1	fields (***)			+	ID	
Custom Person Lists	~			Address2	<u> </u>			+	Full Name	
Custom List Management				Address3 Alt Emerg	gency Contact	t - Email			-	
Custom Fields Management				Alt Emerg	gency Contact	t - Name t - Number				
Custom Filters Management				Alt Emerg	gency Contact	t - Other Numb	er 🖕			
Profile Field Management		Rows per	page	20						
Player Movement	>	Sorting		Auto						
Player Availability	>			O Custon	n					
Merge Person Records	>	Available	tor	0						
Communications	>	rvuldure	-	 All use Logger 	rs for this club d in user only	0/assoc				
Accreditations	>									Save List
Reports	>									

1 of 4



6. Now click on the 'Custom Filters Management' and 'Add New Filter'

A Chipping Norton Netball Club	~			mynetball admini	stration
	REG	STRATION TEAMS PRO	ograms website reports		
Search Menus	٩	O Add New Filter	anagement 💡		
Person List		TITLE	DESCRIPTION	TYPE	LAST UPDATED
Person Search		No records to display.			
Contact Details Management		Note: To sort the table, cli	ick on a table heading. Clicking the he	ading again reverses the sort order.	
Add New Person					
Person Roles					
Participant Login Manager					
Approve New Members					
Custom Person Lists	~				
Custom List Management					
Custom Fields Management					
Custom Filters Management					
Profile Field Management					
Player Movement	>				

- 7. Give the filter a name and description.
- 8. Populate the 'Registration' information for '2019' and which registration type (if all select 'any type')
- 9. Click 'Preview' to see the list of participants.
- 10. If you are happy, click save at the bottom of the page.

\land Chipping Norton Netball Club 🗸		mynetball administration		
	ISTRATION TEAMS PROGRA	AMS WEBSITE REPORTS		
Search Menus	Person Filter Main	itenance 🕜		
	Back to Person Filter Manage			
Person List				
Person Search	Name			
Contact Details Management	Description			
d New Person	Description			
son Roles	Filter Type	🔾 Static 💿 Dynamic		
ticipant Login Manager	Role	ANV ROLE 🗸		
rrove New Members	Sub Role	Any Sub Role Select Sub Roles		
tom Person Lists 🗸				
stom List Management	Advanced Search			^
stom Fields Management	Person Name or ID	Name contains text 🗸 🗸		
stom Filters Management		From To		
ofile Field Management	Date of birth range 🕔			
Movement >	Gender 🕕	🗋 Male 🔲 Female 🗋 Undisclosed 🚺		
er Availability >	Registration	Association Registration Period Registration Type		7
e Person Records >		Bankstown City Netball Association V 2019 V Any Type V		
unications >				
itations >				Preview
>				
	2964977	PULL NAME Alfouni, Yasmin		4 Sep 2006
	3003633	Al Enclose Pitele		30 LJ 3007
	1451441	Hoely, Alexandra	26 Jan 1994	
	1461204	Howard, Jodie-Lee	17 May 1982	
	4026547	Hugo, Jaimee	2 Jun 2012	
	1751303	Huseyin, Lara	13 Aug 2007	
	3004144	Hussein, zahra	27 Dec 2009	
	1464550	Hussein-UNFINANCIAL, Norsh	15 May 2003	222 itoms in 3 pages
	L Download			
				
				Save
	1	v 2020 Croating & Custom Field		nonco List
112200	Jur	y Zuzu_creating A custom Field	i nesi	POLISE LIST



11. Go back into 'Custom List Management' and edit the custom field you would like the list for.

Chipping Norton Netball Club	•		mynetball administration							
	REGISTRATION TEAMS PROGRA	MS WEBSITE REPORTS								
Search Menus	Custom Person Lis	t Management 💡								
Person List	Show lists from all owners									
Person Search	TITLE	DESCRIPTION	FILTER	LAST UPDATED	OWNER					
Contact Details Management	helpers		NONE	14/02/2016 1:54PM	ALL 🥥	/ 8				
Add New Person	playing grade		NONE	24/03/2018 11:39AM	ALL 🥥	× *				
Person Roles										
Participant Login Manager										
Approve New Members										
Custom Person Lists	*									
Custom List Management										
Custom Fields Management										
Custom Filters Management										
Profile Field Management										

12. Under the Person Filter Select the filter you just created from the dropdown menu and click 'Save List' and then 'Back to Custom List Manager'

📣 Chipping Norton Netball Club 🗸		mynetball administration
A ORGANISATION PEOPLE RE	GISTRATION TEAMS PROGRAMS	5 WEBSITE REPORTS
Search Menus Q	Custom Person List	Maintenance 🕢
Person List		
Person Search	Custom List Title playing	g grade
Contact Details Management	Custom List Description	
Add New Person	Person Filter No filte	er 🗸
Person Roles	Output Fields	
Participant Login Manager	Custo Player	nm meios (*) ir fields (**)
Approve New Members	Umpii	st ID
Custom Person Lists	Address	s2 + Full Name +
Custom List Management	Address Alt Eme	s3 Plāxing Grade* ergency Contact - Email
Custom Fields Management	Alt Eme Alt Eme	ergency Contact - Name
Custom Filters Management	Alt Eme	ergency Contact - Other Number
Profile Field Management	Rows per page 20	
Player Movement 2	Sorting O Auto	
Player Availability	O Custo	om
Merge Person Records	Available to:	
Communications	O Logg	sers for this club/assoc
Accreditations		Save List
Reports		

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13. Now click the view button for the list you want to view

📣 Chipping Norton Netball Club 🗸			mynetball administration							
	STRATION TEAMS PROGRAM	AS WEBSITE REPORTS								
Search Menus Q.	Custom Person List • Add New Custom List	Management 💡								
Person List	Show lists from all owners									
Person Search	TITLE	DESCRIPTION	FILTER	LAST UPDATED	OWNER					
Contact Details Management	helpers		NONE	14/02/2016 1:54PM	ALL	0	1			
Add New Person	playing grade		NONE	24/03/2018 11:39AM	ALL	0	1			
Person Roles										
Participant Login Manager										
Approve New Members										
Custom Person Lists 👻										
Custom List Management										
Custom Fields Management										
Custom Filters Management										
Profile Field Management										

This will display a list of participants for the 2019 period. Click 'Download' to get an excel document of the list.

A Chipping Norton Netball Cub	,		mynetball admi	nistration			
Republication People	REGIST	TRATION TEAMS PROG	RAMS WEBSITE REPORTS				
Search Menus	٩	Custom Person					
Person List							
Person Search							
Contact Details Management		10	FULL NAME	HELPERS			
Add New Person		1232998	Serie, Tahla	an dia		<u></u>	-
Dermon Dolar		1327779	Amana, shannon Amaon-Graham, Brianna	none of these		5	÷
Person Notes		1339685	Rateup, Catherine	coaching		1	-
Participant Login Manager		1339686	Bateup, Cathle			1	
Approve New Members		1339922	Bartistel, Ruth			1	
Custom Person Lists	~	1346285	Bitas, Jenny	none of these		1	
Custom List Management		1346286	Bitas. Katherine	none of these		1	
Custom Fields Management		1367595	Carnegie, Catherine	coaching umpiring	8	1	
Contain menagement		1367597	Carregie, Graham	coaching		1	
Custom Filters Management		1367598	Carregie, Uta		8	1	
Profile Field Management		1367600	Carnegie, Megan Faye	none of these	8	1	
Player Movement	>	1367601	Carnegie, Nicole		8	1	
		1369846	Cassilles. Ashleigh U			1	
Player Availability	'	1373123	Chesterton, Belinda	none of these		1	
Merge Person Records	>	1373125	Chesterton, Alie	team management	-	-	
Communications	•	1373128	Chesterton, Wayne		-	· ·	-
Accreditations	>	1374919	Clark Alyoe	none of these	-	<u></u>	
		1380100	Compton Nachel	none of these	-	-	÷
Reports		100004	Review Redebin Kelly		-	5	÷
		1398320	Di Malo, Luka	none of these		-	-
		1398361	Di Pietro, Katrina			1	
		1400098	Dobros-UNFINANCIAL Alexandra			1	
		1407588	Ecdes, Crystal			1	
		H 4 1 2	3 4 5 6 7 8 9 9 M			222	titems in 9 pages
		🛓 Download					