CBA Club - Registration Form Information

BBNZ has now got their national registration portal active, and with single email sign-on. This will help create a robust national database which can be used by each subsequent level below (Associations and Clubs/Schools). The database will allow BBNZ to more aggressively pursue funding by being able to deliver accurate participation numbers to providers.

What this means for our members (players, coaches etc):

- Once registered with one email and password, a person can use this log in whenever registering again with a BBNZ affiliated entity, and will already have their details pre-filled in:
    - e.g. a player who plays in a BBNZ rep tournament, BBNZ School Tournament, and CBA club will have one registration which they can use for each competition.
    - Members won't have to re-enter their information in subsequent years (only update any changes/confirm registration for the season).
    - Multiple members can use one email address (and then select the appropriate person you wish to register) – useful for families with younger players
    - This one single registration will also automatically fill in Glory League team information too (so players only need to do this one time, not in two separate systems).
    - Player confidentiality will see an improvement (they have to opt into your club/school before you can see their data).

CBA Club Administrators

To get access to your database, you need to first create a SportsTG Passport (via https://passport.sportstg.com) and then verify this by email before we can add you to your club. (Email james@canterbury.basketball once verified). More than one person can be given administrator access to each club.

The forms your members will fill in have the following questions (compulsory unless noted otherwise):

- Legal First Name
- Family Name
- Date of Birth
- Gender
- Email Address
- Preferred name (optional)
- Emergency Contact (only shows for players if under the age of 18 this year)
- Emergency Contact Telephone Number (only shows for players if under the age of 18 this year)

We can add other questions (compulsory or optional) if your club wishes to gather more information (anything on these forms will be visible to the CBA and BBNZ, but no other club can see your members' details). We have tried to make the form as quick as possible to complete, by capturing the bare minimum of data we need.

"Street Address", "Cellphone number" and "List any medical concerns to be aware of" are examples your club may wish to consider having added to your registration form (all questions can be hidden or visible based on the age of the member).

Please email james@canterbury.basketball with any additions your club wishes to have made to your registration form and he will create this specific form for your club to use. Alternatively, just confirm the bulleted questions above are all your club needs and he will create that form for you.

James will create teams within your club (based on what teams you enter into our competitions), and then anyone with club administration simply drags and drops their registered player into their team(s). (Glory league then takes the player information from this database and imports it to use on the tablets). An added benefit of this will be less errors in terms of Glory League cameras filming the incorrect court (as the schedule of games is also imported along with players).

Clubs can generate reports to view all of this information, as well as by individual members. (Reports can then be copied and pasted into an excel spreadsheet for data manipulation if you desire).

BBNZ National Registration Guide

This [is available here](#) and is written with Associations in mind, however the following pages are of note for club administrators:

- Page 4-5 – SportsTG Passport
- Page 5-7 – Email Sign On
- Page 7 – Membership Dashboard (Club dashboard is similar to the Association one)
- P)age 14 - Reports
- Page 16 – Additional Support links