





Concacaf

Application for Tournaments and Matches Tutorial
2019

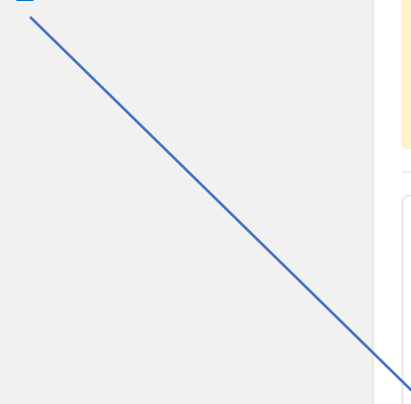
How to apply for tournaments/matches

1. To apply for an accreditation to a specific tournament/match click on the accreditation button

Last Name * Rodriguez	Photo (JPG Only) 
Organization * Concacaf	Organization Country *
Media Organization Credential (JPG Only) 	Role * Media Manager
Notes Hello	Other (Optional)
	Terms And Conditions * Yes

After saving your forms don't forget to submit your application and wait to be approved by the group admin.

1







Your profile is: **APPROVED**


1 OPEN You can Edit	2 PENDING Under review	3 APPROVED Access granted
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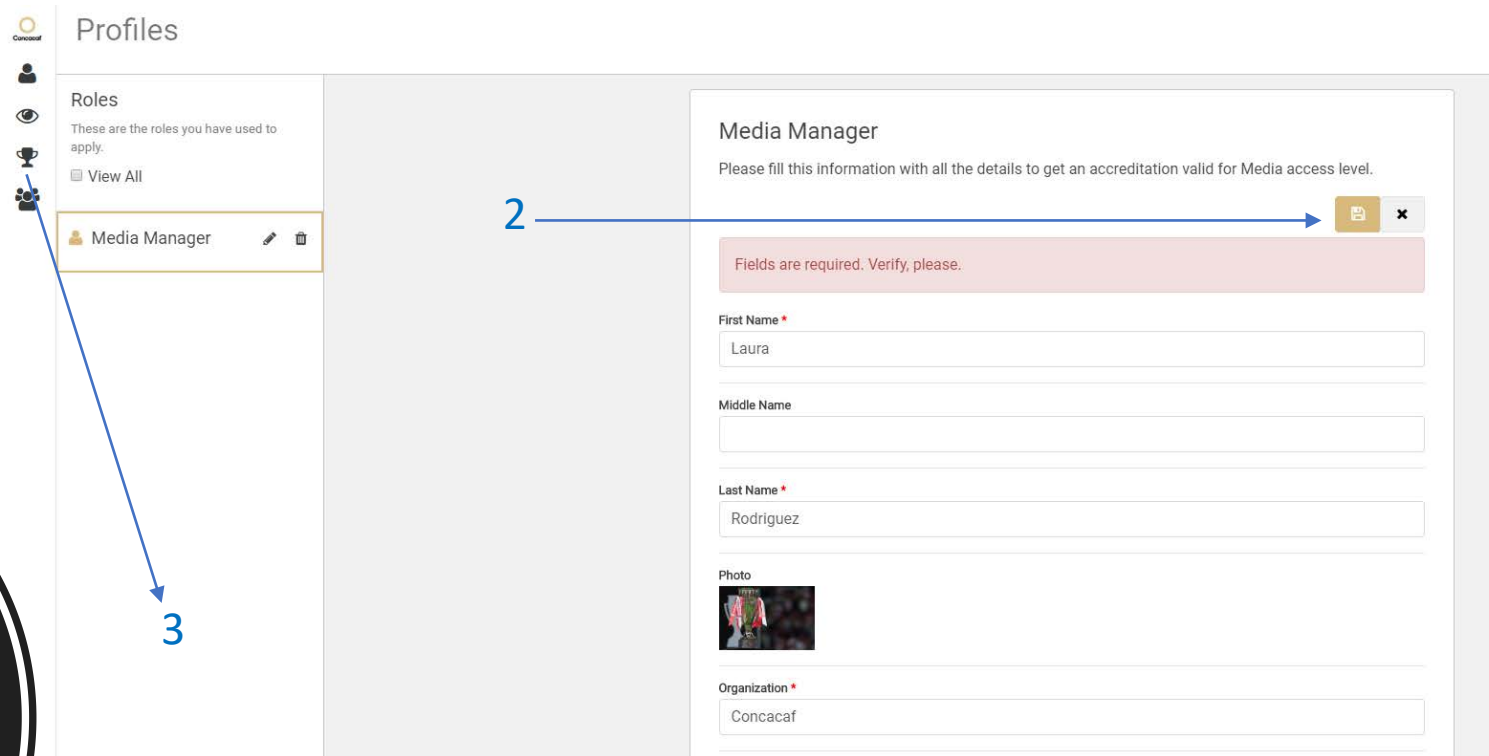
Edit

If you want to edit an application, must **REOPEN** it and then wait the aprovement process.

-  Registration
-  Medicenter
-  Accreditations

2. Before you apply for a tournament/match, you will be able to check your profile and make any changes if needed. Click on  to save changes.

3. Once your information is correct, click on  to see what tournaments and matches are available.



The screenshot displays the Concacaf Profiles management interface. On the left, a sidebar lists roles: Roles, Media Manager, and another role with a trophy icon. The 'Media Manager' role is selected. The main content area shows the 'Media Manager' configuration form. A blue arrow labeled '2' points to a save icon in the top right of the form. A red error message 'Fields are required. Verify, please.' is displayed above the input fields. The form contains the following fields:

- First Name * (text input: Laura)
- Middle Name (text input: empty)
- Last Name * (text input: Rodriguez)
- Photo (image input: Concacaf trophy)
- Organization * (text input: Concacaf)

A blue arrow labeled '3' points to the trophy icon in the sidebar.

4. Click on the tournament you wish to cover, and you will see all the matches available

The screenshot displays a web interface for managing sports coverage. At the top, there are two main sections: '2019 Scotiabank Concacaf Champions League' on the left and '2019 Concacaf Gold Cup' on the right. Below these, a list of matches is shown on the left side, including 'Match #24 - Atlanta United FC vs CF Monterrey', 'Match #29 - Tigres vs CF Monterrey', and 'Match #30 - CF Monterrey vs Tigres'. Each match entry includes team logos, a 'VS' indicator, and a 'Start' date. A 'Not Open' button is visible for Match #24, and an 'Open' button is visible for Match #29. On the right side, a table lists the details for the selected tournament, '2019 Scotiabank Concacaf Champions League'. The table has columns for Event Name, Organization, Role, Function, User Name, Email, Status, and Actions. The row shows '2019 Scotiabank Concacaf Champions League' with Organization 'Concacaf', Role 'Photographer', Function, User Name 'Laura', Email 'laura-rey@hotmail.com', Status 'Approved', and Actions '...'. An 'Apply' button is located at the top right of the table. A blue arrow points from the 'Apply' button to the '2019 Scotiabank Concacaf Champions League' header. Another blue arrow points from the 'Open' button for Match #29 to the text '5. Click on the specific match you wish to cover and then click on Apply'.

2019 Scotiabank Concacaf Champions League

2019 Concacaf Gold Cup

2019 Scotiabank Concacaf Champions League

Deadline: Invalid Date

Event Name	Organization	Role	Function	User Name	Email	Status	Actions
2019 Scotiabank Concacaf Champions League	Concacaf	Photographer		Laura	laura-rey@hotmail.com	Approved	...

Match #24 - Atlanta United FC vs CF Monterrey

Start: Mar 14, 2019

Not Open

Match #29 - Tigres vs CF Monterrey

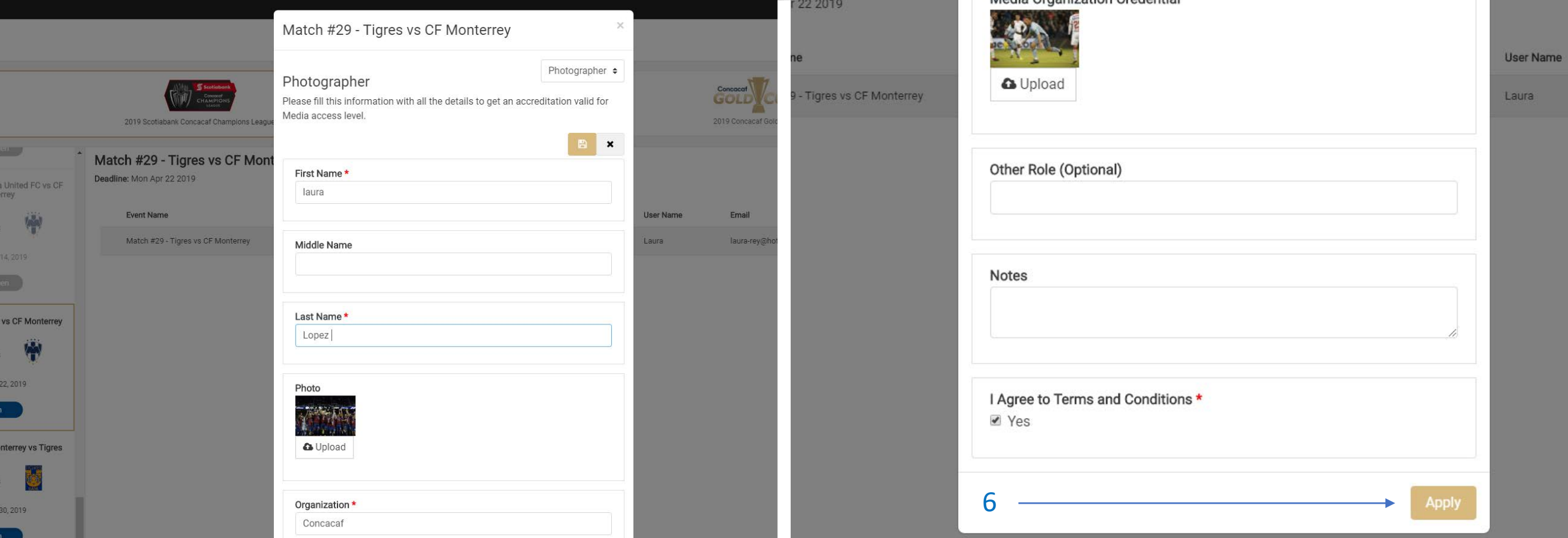
Start: Apr 22, 2019

Open

Match #30 - CF Monterrey vs Tigres

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5. Click on the specific match you wish to cover and then click on Apply



6. A window with your profile will pop out to verify your information. Scroll down and click on apply

Match #30 - CF Monterrey vs Tigres

Deadline: Tue Apr 30 2019

Apply

Event Name	Organization	Role	Function	User Name	Email	Status	Actions
Match #30 - CF Monterrey vs Tigres	Concacaf	Photographer		Laura	laura-rey@hotmail.com	Pending	...

7. Your application will now be listed as Pending. You will be notified via email when your application has been reviewed.