# BASKETBALL QUEENSLAND
BASKETBALL CONNECT

TEAM CAPTAIN GUIDE

The new competitions platform designed for the Queensland basketball community.

Once you have registered your team for a competition in BasketballConnect, you will receive instructions to login.

You will see your user profile which will provide a history of everything about you since joining BasketballConnect
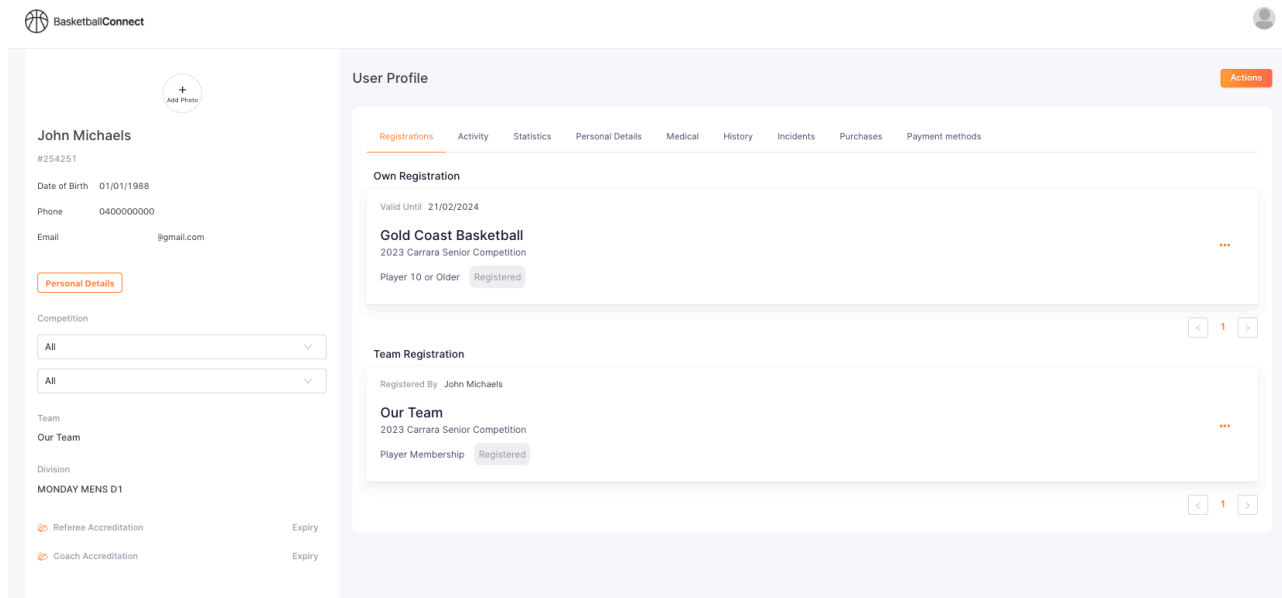
Your personal details will display on the left side of the screen along with any teams you are registered to.
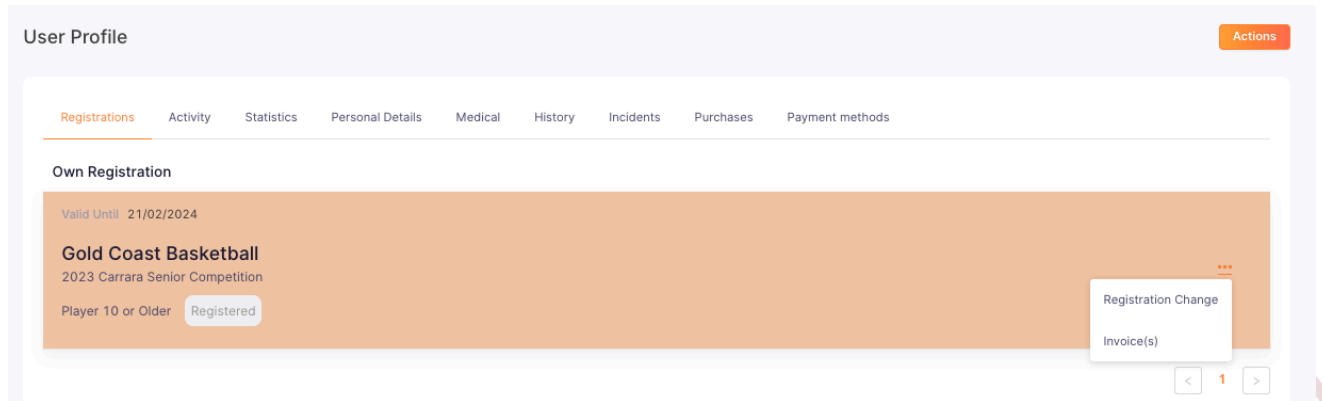
The various **tabs** across the top of the screen, will allow you to access/edit your information and registrations.

The **Registrations tab** will show your current and previous competition registrations including any competition you have transferred from or de-registered from.

If you are a team captain and have registered a team, you will see this under **Team Registration**
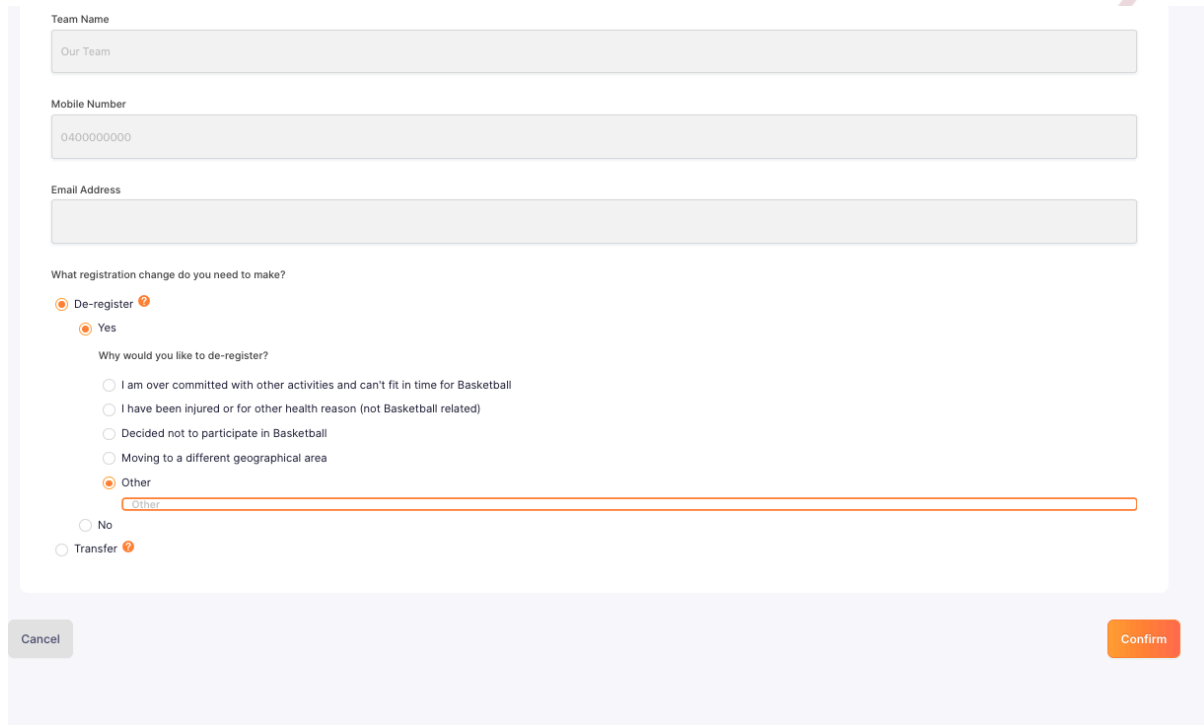
You can **de-register** or **transfer** from a competition in your **Registrations tab** of your profile.

Select the **3 dots** next to the competition you want to de-register or transfer from then select **Registration Change**
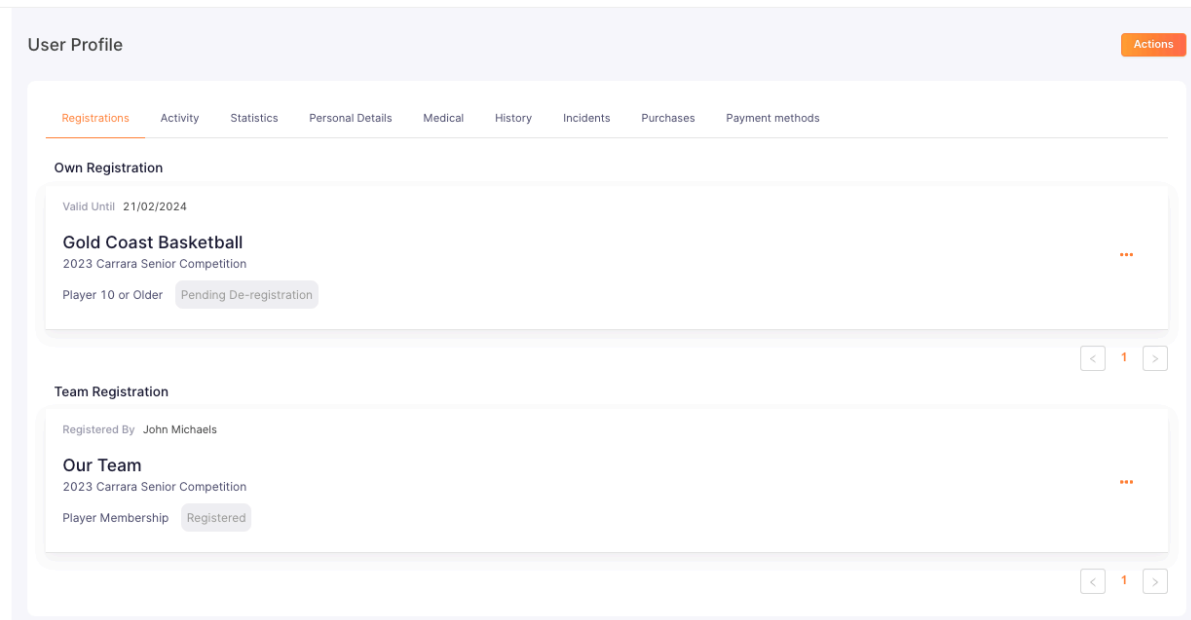
User Profile

Actions

Registrations | Activity | Statistics | Personal Details | Medical | History | Incidents | Purchases | Payment methods

Own Registration

Valid Until 21/02/2024

Gold Coast Basketball
2023 Carrara Senior Competition

Player 10 or Older   Registered

Registration Change
Invoice(s)

< 1 >

Follow the prompts on the next screen then select **Confirm**

Team Name

Our Team

Mobile Number

0400000000

Email Address

What registration change do you need to make?

⦿ De-register ?
  ⦿ Yes
    Why would you like to de-register?
    ○ I am over committed with other activities and can't fit in time for Basketball
    ○ I have been injured or for other health reason (not Basketball related)
    ○ Decided not to participate in Basketball
    ○ Moving to a different geographical area
    ⦿ Other
      Other
  ○ No
○ Transfer ?

Cancel   Confirm

You will see **Pending de-registration** or **Pending transfer** under the competition in your **Registrations tab.** There is nothing more you need to do as your club, association and BQ will now go through the approval process for you and provide you with any refunds if you are eligible.
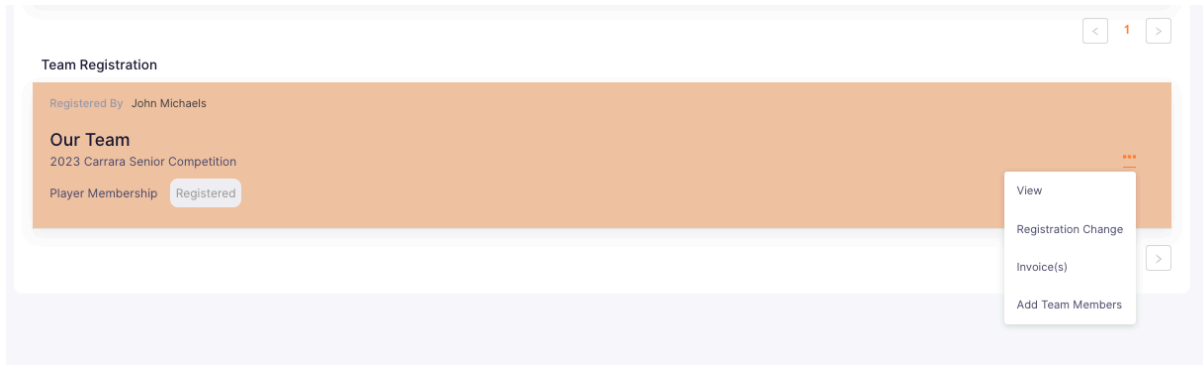

If you have registered a team, as the team captain you can also de-registered your team from a competition by selecting the **3 dots** next to your team and following the same process.

You can also add team members by selecting the **3 dots** next to your team then selecting **Add Team Members** or **View**

Selecting **View** will display your team and show you who has been invited and who has completed their registration.

You can also add team members here by selecting the orange **+ Add Team Members** at the top right, remove team members by selecting the **3 dots** next to their name, or resend their invitation if they didn't receive it upon your registration.
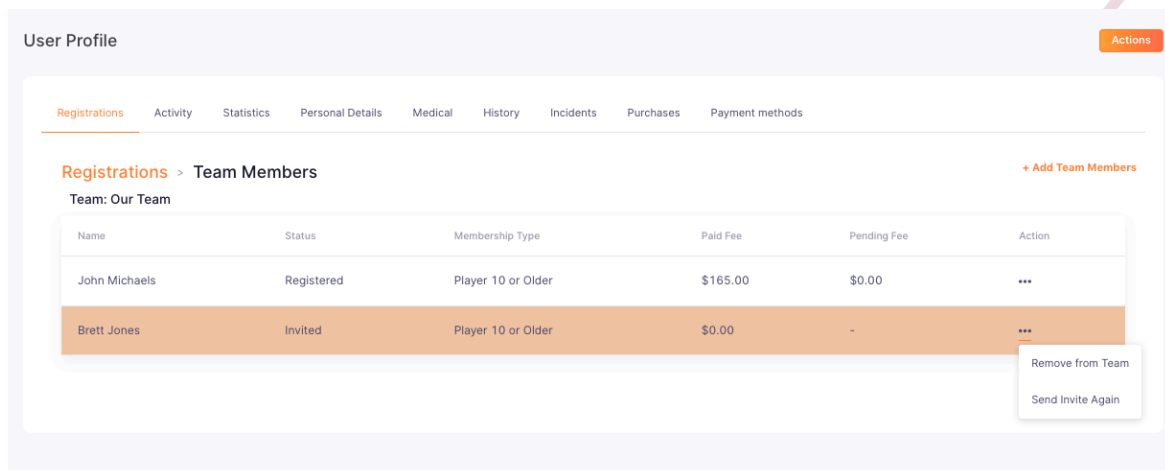
If you need to resend the invitation, a pop-up will appear where you can enter their details for them to receive the invitation.