

**TIP:** at the end of a match it is useful to take a screenshot featuring the final score and the game scorers.

**SCORE AND SCORERS MUST BE ENTERED RIGHT AFTER THE END OF THE MATCH !!!**

1. Log in "**PANNELLO MANAGERIALE**".

2. Click on "**PROSSIMI INCONTRI**".

3. Click on "**INS.RISULTATO**" next to the match you have just played.

Enter the number of goals scored by you in the box next to "**GOL FATTI DA TE**" and enter the number of goals scored by your opponent in the box next to "**GOL SUBITI DA TE**". Now click on "**INVIA**".

Own goals are to be considered goals scored by your opponent.

If the result you entered does not match your opponent's one, please contact the Staff. We will rectify the wrong score and allow you to go on with the process.

*\*If your match finished on penalties (Federation Cup round or Elite Cup Final) you have to enter the score of extra-times + 1 goal to the winner.*

4. Now click again on "**PROSSIMI INCONTRI**" and click on "**CONFERMA RISULTATO**" next to the match you have just played: it is time to confirm that the score entered by your opponent is correct.

**TIP:** "CONFERMA RISULTATO" will not appear until your opponent enters his result so if you do not see "CONFERMA RISULTATO", then you have to wait for your opponent.

5. Click again on "**PROSSIMI INCONTRI**" and then click on "**INS.TABELLINO**". It is time to enter your scorers.

**TIP:** "INS.TABELLINO" will not appear until your opponent confirms the score that you entered.

Now watch the screenshot you took at the end of the match and enter the number of goals scored by your players in the box next to them. Obviously you do not have to count own goals.

**WARNING:** Alter scorers will lead the Staff to take measures against you (point deduction, disqualification from the tournament, ban from the website, etc).

6. Now you have to confirm your opponent's scorers.

Click again on "**PROSSIMI INCONTRI**" then click on "**CONFERMA TABELLINO**". You will be shown the match scoresheet. So consult the screenshot you took at the end of the match and check that your opponent has entered his correct scorers.

If everything is fine, click on "**CONFERMA**".

If the scorers you entered are NOT correct, choose the option "I MARCATORI NON SONO CORRETTI" in the drop-down menu. Now your opponent has to rectify the mistake and you have to repeat the 6th step of this tutorial.

If you see "TABELLINO CONTESTATO" you may have entered a wrong scorer somewhere. If that is the case, you will have to repeat the 6th step.

If you are sure that you entered the right scorers but your opponent does not agree, please contact the Staff. We will proceed to take vision of your opponent's screenshots and yours.

If there are no screenshots available, your scorers will not be entered in the top scorers ranking.

**FAST SUMMARY:**

- PANNELLO MANAGERIALE
- PROSSIMI INCONTRI
- INS.RISULTATO
- CONFERMA RISULTATO
- INS.TABELLINO
- CONFERMA TABELLINO