## **Media Report**

This page allows summary reports to be extracted as a text file for download or for emailing to media outlets for publication.

Extract Media Report 🕜					
Media Extract Type: Match Data  Team Lists Filter Grades in the Grade List:	:				
Season 2018 Division ALL DIVISIONS V					
Grade Type All items checked	Include non-c	ompetitive grades* 🚱	Include inactive grades	REFRE 8H GRADE LIST	
Grade List: Selected grades will be included in the report Select All Grades/No Grades	L				
🖉 test grade	Central East 13/U Championship	Central East 13/U Reserve	Central East 15/U Championship		
Central East 15/U Reserve	Central East 17/U Championship	Central East 17/U Reserve	Central West 13/U Championship		
Central West 13/U Reserve	Central West 15/U Championship	Central West 15/U Reserve	Central West 17/U Championship		
Central West 17/U Reserve	Eastern 13/U Championship	Eastern 13/U Reserve	Eastern 15/U Championship		
Eastern 15/U Reserve	Eastern 17/U Championship	North East 13/U Championship	North East 13/U Reserve		
North East 15/U Championship	North East 15/U Reserve	North East 17/U Championship	Northern 13/U Championship		
Northern 13/U Reserve	Northern 15/U Championship	Northern 15/U Reserve	Northern 17/U Championship		
Western 13/U Championship	Western 13/U Reserve	🖉 Western 15/U Championship	Western 15/U Reserve		
Western 17/U Championship	AC Finals 13/U	AC Finals 15/U	AC Finals 17/U		
AC Finals Open	🗹 State Titles - AA Championship	State Titles - AA Reserve	State Titles 15/U		
State Titles 17/U	State Titles OPEN	Masters Womens 30-39 Section A	Masters Womens 30-39 Section B		
Inter Academy Weekend 2018 - Pool A	🗭 Inter Academy Weekend 2018 - Pool B	1			
Match selection Options:					
Where ladders are extracted, they are always	the current ladder, and ignore the date range	ge/round selections.			
Use match date range	From: 14/10/20	018 12:00AM To: 17/10/2018 1	1:59PM		
Use current round for each g	jrade				
O Use this round for all grades	Round				
Report Output Format: STAN	DARD WITH LADDERS V			GENERATE REPORT	



Grade Selection	<ul> <li>Filter the list of grades using the following options:</li> <li>Season</li> <li>Division (if grades have been assigned to Divisions)</li> <li>Grade Type (e.g. senior mens, etc)</li> <li>Include non competitive grades - by definition, these are grades that have the grade setting of <i>Number of hours to enter match result</i> equal to zero. Non competitive grades are quite often very junior competitions where scoring/ladders are not displayed.</li> <li>Include inactive grades - by default, only active grades are displayed</li> <li>Use Refresh Grade List to display the filtered Grade List.</li> </ul>
Match Selection Options	<ul> <li>This allows the list of matches that are extracted to be defined. There are three options (not available in all cases):</li> <li>Match Date Range - return matches that start within the selected date/time range. Note - the date range should be within the selected season, otherwise no matches will be returned.</li> <li>Use current round - the system determines what the current round is for each grade (which may differ between grades) and returns all matches in those rounds. Note, the 'current' season should be selected for this option.</li> <li>Use this round - select the round, which will be applied to all grades and returns all matches in that round for the selected season.</li> </ul>
Output Format	In some cases different output formats will be able to be selected. The system is also configurable in that new formats can be added for particular associations. Please contact support for more information about adding new formats.
Generate Report	<ul> <li>When you click on Generate Report, the report will be displayed within an editable text box at the bottom of the screen. You can make changes to the text if necessary. Then choose an action:</li> <li>Download Report - Saves a copy of the report as a text file to your hard disk</li> <li>Email Report - choose one or more recipients** from the drop-down. The report will be attached as a text file to the email. A copy of the email will automatically be sent to the sender.</li> <li>Note:</li> <li>A standard footer containing the name of the person generating the report, date of report etc is automatically appended when saving or emailing.</li> <li>Recipients can be chosen from a list of any person record which has a role added of SUBSCRIBER-MEDIA REPORTS. If a business/company name is entered for the person record it is also displayed next to the recipient name.</li> </ul>