



Family Maintenance Guide

March 12, 2014 11:56 AM

LeagueOne Soccer Registration 3000 Danville Blvd #224 Alamo, CA 94507





Table Of Contents

Copyright	3
Purpose	
Family Maintenance Utility	4
Overview	4
Locating Players And Staff To Merge	5
Merging Duplicate Players	6
Merging Duplicate Staff	7
Finding Duplicate Records	8
Merging Duplicate Staff Finding Duplicate Records	7





Copyright

Copyright © 2005 by LeagueOne Soccer Registration. All rights reserved. No part of this publication may be reproduced, transmitted, transcribed, stored in a retrieval system, or translated into any computer language, in any form or by any means, electronic, mechanical, magnetic, optical, chemical, manual, or otherwise, without prior written permission. You have limited permission to make hardcopy or other reproductions of any machine-readable documentation for your own use, provided that each such reproduction shall carry this copyright notice. No other rights under copyright are granted without prior written permission. The document is not intended for production and is furnished "as is" without warranty of any kind. All warranties on this document are hereby disclaimed including the warranties of merchantability and fitness for a particular purpose.

Purpose

This document describes how to use the new Family Maintenance features in LeagueOne. This document will be incorporated into the LeagueOne User Guide shortly. This document was created so that users did not need to reprint the entire LeagueOne User Guide.





Family Maintenance Utility Overview

The new Family Maintenance Utility allows you to:

- Merge duplicate players.
- Merge duplicate staff.
- Move a player from one family to another.
- Move a staff record from one family to another.
- Switch guardian roles within a family.
- Delete staff records (when there are no jobs, disclosures, etc. for that person).

These features will help you deal with changes to families (marriage, divorce, etc.) as well as resolving duplicate records.

The Family Maintenance screen provides the ability to perform these changes. This screen allows you to view two families at once and initiate mergers, deletions, and movement between families. See the descriptions in Figure 1 on page 4.

http://test.leagueone.com - LeagueOne PLAYERS TEAM EANNEY MAINTENNANCE *	Staff and Players for the 1 st family are listed in this column.	LE Staff and Players for the 2nd family are listed in this column.
FAMILY#1	-	FAMILY#2
STAFF → Sel Name ID Role Phone ○ LAURA 148511 Other (402) 111 ○ SOCVELL 148511 Make Primary 1111 ○ SOCVELL 148510 Primary 1111 ○ NORVELL 148510 Primary 1111	Last Action Update Action 8/3/2005 7/32:00 PM Delete To Family #2 8/3/2005 7/32:00 PM	STAFF 20 Sel Name ID Role Phone Last Update Action LAURA NORVELL 155552 Primary (402) 111-1111 7/17/2003 4:17:00 PM
PLAYERS * Sel Name ID Birthdate JAMES NORVELL JN0608980909 6/8/1998 PAXTON NORVELL PN0716955622 7/16/1995	Last Registered AL 8/3/2005 7:32:00 PM To Family #2 8/14/2001 8:08:00 PM To Family #2	PLAYERS x Sel Name ID Birthdate Last Registered Action O PAXTON NORVELL PN0716952858 7/16/1995 7/17/2003 4:17:00 PM To Family #1
Initiates the merger of the selected TRAINING Merge Players Merge Staff	the of the d staff.	The Delete button deletes the Staff record.; : 21 Buttons labeled "To Family #" will move a Player or Staff record to the other family.
Done		🖸 🛛 🔮 Internet

Figure 1





Locating Players And Staff To Merge

If your Job has Family Maintenance rights, you will see a new Merge button on the bottom bar of each Player and Staff record that you are authorized to maintain. Pressing that button will bring up the Merge Search screen (see Figure 2 on page 5).

ē	🖹 http://test.leagueone.com - Merge Search - Microsoft Internet Explorer 📃 🗖 🔀					
	MERGE SEARCH Last N Name:	ORVELL First PA	KTON Id:	Search Player V Find		
	Last Name	First Name	Address	Phone Player		
	Close For help and tips, click Here					

Figure 2

Since Family Maintenance compares two families, the Merge Search screen allows you to search for a Player or Staff record that belong to the 2nd family.

MERGE SEAF	RCH Last NOF Name:	२	First Name:		ld:	Search Type:	✓ Fir
Last Name	First Name		Address		Phone	ld	
NORD	RILEY	111108	ECHO HILLS DR, Omah	a, NE	(402) 111-1011	RN0704953719	Selec
NORDSTROM	SARAH	110	SO 110 ST, OMAHA, N	ΙE	(402) 111-1110	SN0515914227	Selec
NORONHA	MITHILA	1111 S.	101ND STREET, OMAH	A, NE	(402) 101-0111	MN0309968517	Selec
NORRIS	DAVID	111111	Click the link to	s, NE	(402) 111-0111	DN1014883918	Selec
NORRIS	EMILY	111111	select a record.	NE	(402) 111-0111	EN1008901752	Selec
NORRIS	IAN	111	T OLIVE ST, OMARA,	The second secon	(402) 111-1111	IN0526931685	Selec
NORRIS	SYDNEY	1111	1 OLIVE ST, OMAHA,	NE	m 111-1111	SN0307962663	Selec
NORTH	MARISA	11	101 B ST, OMAHA, NE		(402) 111-1-4	MN0416957563	Selec
NORTON	ALLISON	110	1 S 111 ST, OMAHA, N	IE	(402) 111-1111	<u>1028979306</u>	Selec
NORTON	ANDREA	1101	SO 111 ST, OMAHA,	NE	(402) 111-1111	AN0903944988	Selec
NORVELL	PAXTON	1111	1 S 111 CIR, OMAHA, N	ΙE	(402) 111-1111	PN0716952858	Selec
			Close]			

After you perform the search, the results will be returned as in Figure 3 on page 5.

Figure 3

To select one of the records, click the Select link on the right. The two families will be displayed as in Figure 1 on page 4.

WHAT'S YOUR ACTIVE?



Merging Duplicate Players

To merge players, select a player in Family #1 and a Player in Family #2 and then press the Merge Players button (see Figure 1 on page 4). The Merge Player window will open (see Figure 4 on page 6).

🔄 http://test.leagueone.com - Merge Player - Microsoft Internet Explorer				
MERGE PLAYER				
	Family #1	Family #2		
Which Player Would You Like To Keep?	O PAXTON NORVELL	O PAXTON NORVELL		
Which Values Would You Like To Use?				
Birth Date / Player ID:	0 7/16/1995 / PN0716955622	🔿 7/16/1995 / PN0716952858		
Fo	Merge Close			

Figure 4

You have two choices to make:

- 1. Which player to keep.
- 2. Which Birth Date and Player ID to use for the merged player.

Press the Merge button to merge the players.

There are three conditions that require a "Merge Override". They are:

- 1. If the players have different genders.
- 2. If the players have different Play Age's.
- 3. If bath players have a registration record with the same registration type (Primary, Secondary) in the same year (i.e. 2004-2005).

Usually the only users with Merge Override rights are the state office.





Merging Duplicate Staff

To merge staff, select a Staff in Family #1 and a Staff in Family #2 and then press the Merge Staff button (see Figure 1 on page 4). The Merge Staff window will open (see Figure 5 on page 7).

🖹 http://test.leagueone.com - Merge Staff - Microsoft Internet Explorer 🗧 🗖 🔀					
MERGE STAFF					
	Family #1	Family #2			
Which Staff Would You Like To Keep?	O LAURA NORVELL	O LAURA NORVELL			
Which Values Would You Like To Use?					
Address:	O 1111 S 111 CIR, OMAHA NE 68130	○ 1111 S 111 CIR, OMAHA NE 68130			
	OH:402 111111	O H:402 1111111			
Phone:	W:	VV:			
Emoile	с. О				
Ethan.	0	⊖ alexandoz@aol.com			
Oser hr.	0				
	Merge Close				
	For help and tips, click Here				

Figure 5

You have five choices to make:

- 1. Which Staff record to keep.
- 2. Which Address to use.
- 3. Which Phone Number to use.
- 4. Which Email address to use.
- 5. Which User ID to use (if they have a LeagueOne user id).

Press the Merge button to merge the staff records.





Finding Duplicate Records

Two new reports have been added to the system:

- Duplicate Player Report
- Duplicate Staff Report

These reports use a variety of criteria to locate duplicates. Many of the criteria include an algorithm called Soundex. Soundex attempts to eliminate differences between words that have a similar sound. For example, Soundex considers Smith and Smyth to be the same.

You can run the Duplicate Player Report with the following options:

Same Birth Date, Similar First And Last Names (Soundex)

Same Phone Number, Similar First And Last Names (Soundex)

You can run the Duplicate Staff Report with the following options:

- Same Phone Number, Similar First And Last Names (Soundex)
- Same Address (1st 5 digits), Similar First And Last Names (Soundex)
- Same First And Last Names

