

# Tips und Tricks



## How do I add (player/parents/school/career planning) talks?

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Talks can be created in two ways:

- **Directly from the dossier:** DOSSIER - TALKS - SELECT TALK TYPE - START (or select existing template) - Enter TALK NAME - Enter QUESTION 1 - "+" for second question - Enter QUESTION 2 etc. – ASSIGN TO (age group / team / players) -> run

**Note:** The call is now displayed under "Ongoing". Ongoing = visible and fillable for players on the player platform.

- **Directly via the player profile:** GAMES - ROSTER - Select player - go to DOSSIER in the player profile and then TALKS. Under CREATE PLAY TALK you can now create a talk only for this player.

**Call up call templates:** DOSSIER - TALKS - select TALK TYPE – TEMPLATE LIST

You can either edit or run a template.

## Where do I see the ongoing talks?

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### Player talks answer overview:

DOSSIER - TALKS - PLAYER - Ongoing - Select talk - Click question

The left column shows the players who have already answered your question. On the right you can see all players who have not yet answered your question.

### Enter the answers of the players themselves:

Have you already spoken to your player for example in the dressing room?

Then you can select the player from the list of unanswered players and enter the answer yourself.

**TIP:** If you don't want to write anything in the fields "Answer Coach" and "Solution", just make a **space** in the field. Otherwise the answer cannot be saved.



## What do the different statuses mean? What does the player see?

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Ongoing

Viewable

Closed

Delete

### **Ongoing:**

This talk is online and accessible for the coach and the assigned players.

This means that the answers can be answered via the coach and player platform.

### **Viewable:**

This talk is conducted under 'closed' and can NOT be answered by the assigned players any more. However, players will still see the talk with the answers in their player platform.

### **Closed:**

This call is closed and is conducted under 'closed'. The player does not see the answers nor can he enter anything.

### **Delete:**

This call is completely deleted.



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