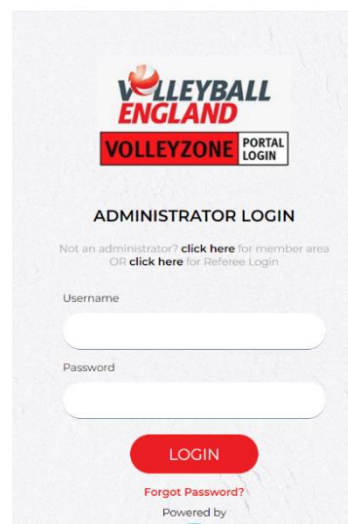


Step by Step Guide

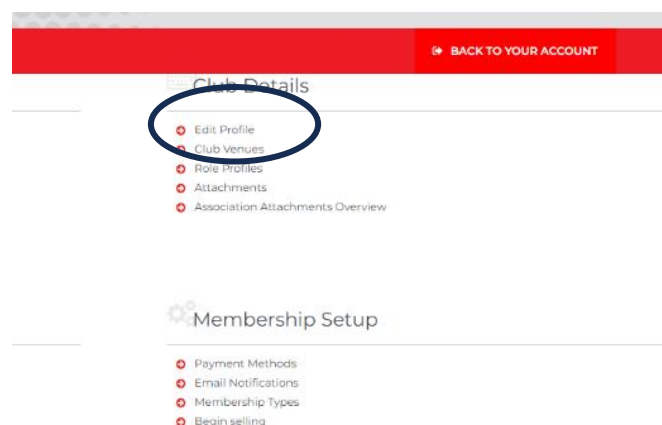
Updating your club details on the club finder

1. Login to your club admin profile [here](#).
2. Enter your username and password.

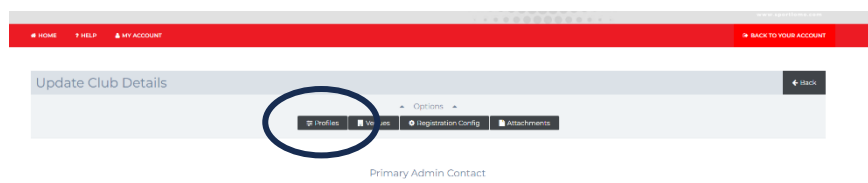


The screenshot shows the 'ADMINISTRATOR LOGIN' page for the Volleyball England VOLLEYZONE PORTAL. It includes a 'Username' field, a 'Password' field, and a red 'LOGIN' button. There are also links for 'Forgot Password?' and 'Powered by'.

3. On the home page, navigate to 'Club details'.
4. Click on 'Edit Profile'



5. On the update club details team roster page, you will see 3 grey boxes.
6. Select 'Profiles'





























- You will see a list of profile types relating to what your club offers, these will be listed as 'Yes' you offer this or 'No' you don't offer this.

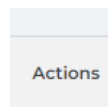
Club Profiles

Club Profiles (Durham Palatinates) ← Back

Options
+ Add

Profile Type	Description	First Name	Last Name	Email Address	Mobile No	Make Public	Actions
Accessible Facilities	No					<input type="radio"/>	 
Open to the Public	No					<input type="radio"/>	 
Beginners Welcome	No					<input type="radio"/>	 
2+hrs Welcome	No					<input type="radio"/>	 
Local League	No					<input type="radio"/>	 
Regional League	No					<input type="radio"/>	 
National Volleyball League	Yes					<input type="radio"/>	 
Beach Volleyball	No					<input type="radio"/>	 
Sting Volleyball	No					<input type="radio"/>	 
Male Teams	Yes					<input type="radio"/>	 
Female Teams	Yes					<input type="radio"/>	 
Mixed Teams	No					<input type="radio"/>	 
Club Secretary		Stas	Lnfield	stas.enfild@hotmail.co.uk	+44779206999	<input type="radio"/>	 

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- To edit this, click the pencil icon on the profile type you would like to edit.

- Add 'Yes' or 'No' in the description box and click the red 'save' button at the bottom of the page.

Edit Club Profile ← Back

Options
+ Details

Club Profile Type: Accessible Facilities

Description:

First Name:

Surname:

Email Address:

Address 1:

Address 2:

Address 3:

Address 4:

Postcode:

Mobile No:

Home Phone:

Work Phone:

Employee Phone:

Make Public

Save