



Club communications update
26th August 2021

1. Season so far

The 2021/22 season started on 2nd July and so far 2,100 matches have been played across 110 different competitions. In total, clubs have entered around 23,000 match events via the COMET Football app:

- Goals 10,200
- Substitutions 8,652
- Yellow cards 4,146
- Red cards 220

We are extremely grateful to you all for your help to date.

Don't forget – in order to be able to select team line-ups and record match events on the COMET Football app, you need to be a user with one of the following user roles: CLUB MANAGER, CLUB MANAGER (JUNIOR) or TEAM LINE-UP MANAGER.

2. Player registrations update

- Processing capacities

Since the 2021/22 season player registration window opened in early June, the FAW's Player Registration Department have processed 20,800 registrations.

We have deployed additional resources to help manage the workload and are currently processing around 2,500 registrations each week. As of 5pm on 26th August, there were only 250 registrations awaiting approval.

If you have submitted a registration to the FAW for review, we would be grateful if you could refrain from contacting us for a progress update – the FAW staff members responsible for processing registrations, are also responsible for responding to queries. If you raise a Help Ticket, or send an email, chasing for an update on a player registration you have submitted, it means that whenever we respond to your query, it reduces our registration processing capacity.

We are working through the registrations in the order in which they are received and if there is a problem with a registration you have submitted, we will contact you.

Rejecting a transfer request

If you receive a transfer request for one of your players and you have a valid reason to reject the approach, please contact the FAW's Player registration department (registrations@faw.co.uk) containing the name of the player, his/her COMET ID and explain the reason why you are objecting to the transfer.

3. Cymru Football app

As you know, data entered on COMET now appears on the Cymru Football app. The app was officially launched last month and has been hugely successful and currently has 40,000 users and is more popular than some of the official apps of English Premier League teams.

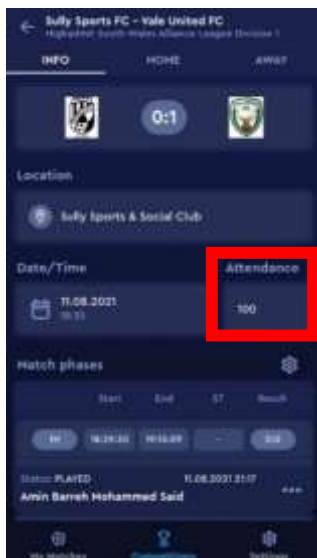
The purpose of the app was to raise the profile of football across all levels in Wales and it's pleasing to hear that many clubs are reporting increased interest and attendance levels (see point 4. below).

We would be grateful if you could continue to promote the app to your players and supporters – for further information, [please click here](#).

4. Recording match attendances

We are keen to measure attendance levels during the 2021/22 season and would therefore be grateful if you could all enter the attendance figures for your matches on the COMET Football app (please see below).

Please note that you need to do this before the match is moved to “PLAYED” by the referee – after this time, clubs won't be able to enter the attendance and this information will then need to be communicated to your competition organiser who will then be able to enter this on your behalf.



5. Cup competitions – extra time and/or penalties

We have worked closely with all cup competition organisers to ensure that the competition settings on COMET reflect whether, if at the end of normal time, a drawn match goes straight to a penalty shoot-out, or firstly goes to extra time and then if necessary, a penalty shoot-out.

It's important to ensure that the Match phase is moved to the correct period after the end of normal time and [please click here](#) for further details.

6. Rolling subs

We recognise that some competitions will allow rolling substitutions and recording these on COMET every time a player leaves the pitch and then comes back on is impractical.

We therefore have a different process for dealing with rolling subs and further details can be found by [clicking here](#).

7. Rosters

Some competitions require teams to submit squad rosters.

Where this is a competition requirement, we have amended the competition settings on COMET to make it mandatory for clubs to add all of the players they want to select from, to their roster.

Please note that any player not added to a roster, will not appear on the list of players available to add to the team sheet.

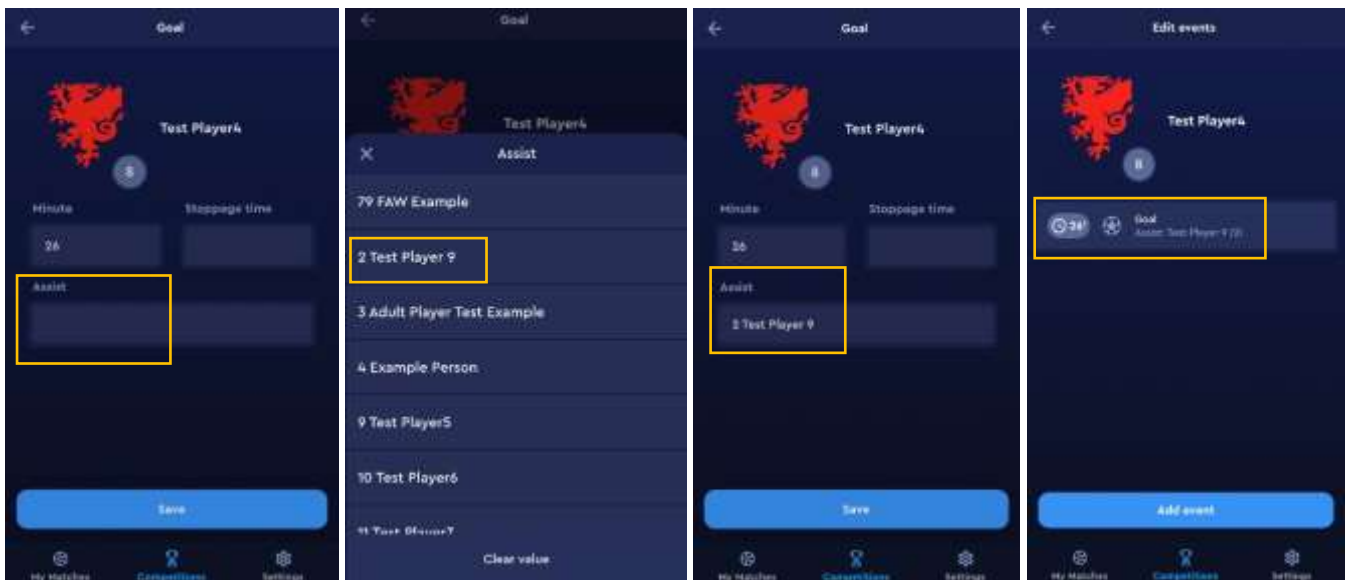
If you are unsure as to whether your competition requires a roster, please contact the competition organiser directly.

In order to find out how rosters work [please click here](#).

8. Assists

Whenever your team scores, don't forget to tag the player who created the goal. You can now add assists for every goal on the COMET Football app and these assist then show on the competition statistics page.

Once you have selected the goal scorer and time of goal, please click on the assist box, and select the player who created the goal and click Save.



9. Match venues

Over the past 2 years, the FAW has worked closely with competition organisers to identify and register every playing venue on COMET. To avoid duplication, only the FAW is able to register a playing venue on COMET.

If you believe your venue has not been registered on COMET, please raise a Help Ticket via COMET and ask us to register it for you. Please include the full name, address, and postcode of the stadium/venue that you want us to register.

Once your home venue(s) is / are registered on COMET, we would be grateful if you could tag it/them to your relevant teams. To find out how to do this, [please click here](#).

10. Match timer on COMET Football app

In order for COMET to work out whether a game has started, and if so, how many minutes have lapsed, Clubs need to start the game on the COMET Football app which will then set the timer running.

Please remember to action the following:

- When the referee starts the game, you start the timer (please do not start it before this time).
- When the referee ends the first half, you stop the timer.
- When the referee starts the second half, you re-start the timer.
- When the referee ends the match, you stop the timer

We are very grateful to all clubs that have used COMET Football app for their 2021/22 season matches and after some initial teething issues, the match day process is now working well. However, please note the following:

- Whilst we appreciate its human nature to want to practice using the timer, we would be grateful if you could avoid doing so.
- It's important that you do not start the timer before you need to. As soon as you start the timer on the COMET Football app, the system thinks the game is underway and it then appears as a Live game on the Cymru Football app e.g.
 - o A match is due to take place on September 2nd at 19.45hrs;
 - o If at 18.00hrs on 2nd September, a user pre-sets the timer to start at 19.45hrs, the system will then start counting down to the kick-off time and the match will initially appear on the Cymru Football app as "- 105 minutes"; and
 - o In order to maintain the integrity of the app, we would kindly ask that you only start the timer when the referee starts the game.
- If you do start the timer in error, please make sure you reset it and clear the timer. Do not worry if you forget to start the timer when the referee starts the first or second half. You can amend the timer so that it can be set back to the correct time.

If you would like to refresh your memory on how to use the timer and how to re-set it if pressed in error, [please click here](#).