

CIRCULAR

No: C1/2023
Date: 10 January 2023
To: All Clubs/Districts/Zones
Re: BowlsLink - Gradings



Bowls NSW would like to clarify to all Club, District and Zone administrators how they can export a members gradings report from BowlsLink.

When the data was first imported from previous membership databases, gradings were stored under the 'Organisation' field of a member's profile, as the database was not built for the NSW grading system.

Now that Bowls NSW has completely integrated with BowlsLink, gradings are now stored under 'Certifications' within BowlsLink.

If any Club/District/Zone would like to run a report of members gradings, they need to:

1. Log into BowlsLink
2. Select their Club/District/Zone profile
3. Click on Certifications (left hand menu)
4. Click on EXPORT (top right) – this will download a csv (excel) file of all members with a certification
5. You can then sort the file by certification and have all the Pennant gradings listed in member name alphabetical order or grade number order etc.
6. *Please note that females who have participated in both Women's Pennant and Open Pennant will have separate certifications for each of those competitions.*
7. If a member does not have a grading, they will not appear on this report.

Bowls NSW is aware that the transfer of gradings data did have some errors (mainly centered around those players who were previously ungraded). As such, we encourage all club administrators to export the above report and compare it with their 2021 Pennant Player Participation List.

If you find any errors, please send a list with the following information to match@bowlsnsw.com.au:

- Player names – NIN – The grade the player should be recorded as in BowlsLink

Bowls NSW will investigate and correct if required. We apologise for any inconvenience caused with any errors and can assure members we are working to further improve gradings collation and reporting within the system.

Please also note that for pennant competitions administered through BowlsLink, there is a new addition that will automatically count matches participated in by each player and what grades played in, so there will no longer be a requirement for Clubs/Districts/Zones to administer or complete Pennant Player Participation Lists.



BOWLS NEW SOUTH WALES LIMITED

PO BOX A2186, SYDNEY SOUTH NSW 1235 | PH: 1800 WE BOWL (1800 93 2695) FAX: (02) 9283 4252

EMAIL: ENQUIRIES@BOWLSNSW.COM.AU | WWW.BOWLSNSW.COM.AU

This report can be downloaded by any member and is found on the BowlsLink results portal when you click on the competition name.

If you have any queries or need assistance, please contact our Head Office on 1800 WE BOWL (1800 93 2695) and speak to any staff member in our Membership or Sports team.

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