1. Log in to the website via <u>www.chesterbadminton.co.uk/wp-login.php</u>, using your club's Username and Password...

• ③ www.chesterbadminton.co.uk/wp-login.php	c	Q Search	★ 自 ↓ A ©
	Username or Email		
	Password		
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2. Click on the 'Events' link on the left-hand side...

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3. To help find the relevant fixture, use the drop-down lists at the top to choose the month and/or team you're looking for, **then click 'Filter'**...

😡 Events « Chester & Distri	ct ×	+		25		(4		19	
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I Staff									
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		Ш	Buckley v CCO B — Scheduled	Scheduled 2017/04/03	20:00	- Buckley - CCO B	Division 4	2016-17	Buckley Leisure Centre

4. And you can also sort by Event or Date ...

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			Scheduled						
		Ш	Ellesmere Port B	Scheduled	20:00	Ellesmere Port	Division 2	2016-17	University Church of
			Scheduled	<u>=010/11/51</u>		- Norley A			England
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5. Hover over the fixture to be updated, and click 'Edit Results'...

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		ш	Ellesmere Port B v Norley A — Scheduled	Scheduled 2016/11/21	20:00	 Ellesmere Port B Norley A 	Division 2	2016-17	University Church of England Academy

6. Enter the match scores, then click 'Update'...

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		ш	Ellesmere Port B v Norley A — Scheduled	Scheduled 2016/11/21	20:00	Ellesmere Port B Norley A	Division 2	2016-17	University Church of England Academy

7. That's it, and you can log out of the site via the icon in the top-right...

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		Ш	Ellesmere Port B v Norley A — Scheduled	Scheduled 2016/11/21	20:00	 Ellesmere Port B Norley A 	Division 2	2016-17	University Church of England Academy

8. You have now finished.

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9. The result should be immediately visible on the relevant Fixtures & Results page...

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10.And also on the leagues tables via <u>www.chesterbadminton.co.uk/tables</u> ...

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