



EASY **NETBALL TRIALS**

— Tools, services and resources for netball clubs —

WORKBOOK GUIDE

Your step-by-step guide to running a smooth and efficient trial day.

- Trial schedules prepared for you
- Court boards and player allocations ready to use
- Simple attendance and replacement management
- Built-in fairness and balancing tools

Save Hours. Run Fair and Balanced Trials.

EASY NETBALL TRIALS

WORKBOOK GUIDE

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WELCOME

Thank you for choosing Easy Netball Trials.

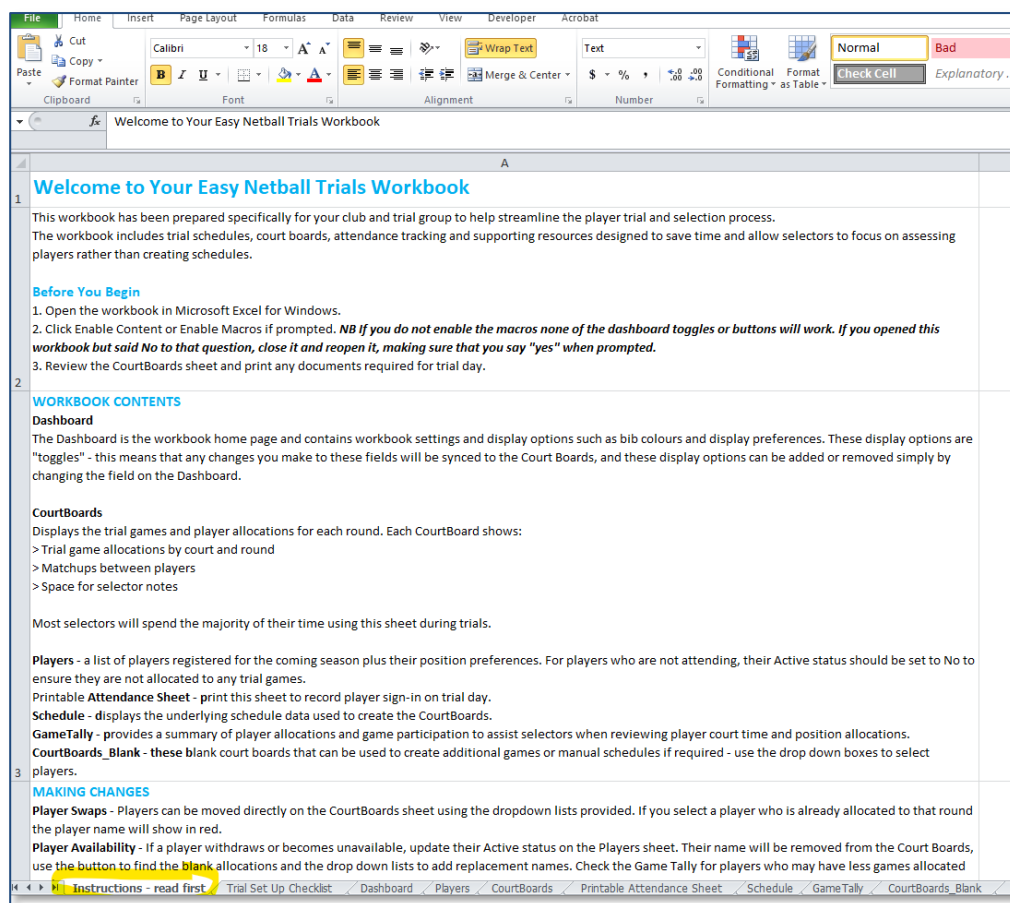
Your trial schedules have already been prepared for you. This workbook contains everything you need to run your trial day, including court boards, player schedules and game tallies.

This guide explains the workbook features available to you and how to make simple adjustments if circumstances change on trial day.

NB you must select “Enable Macros” or the workbook functions will not work, as the workbook uses a number of sophisticated macros to ensure the best user experience and automation of display options and other features.

VIEW INSTRUCTIONS

The first tab that will open is the Instruction tab, which provides helpful information about how to use the workbook.



TRIAL SET UP CHECKLIST

The second tab provides a quick checklist to assist in preparing your trial session.

TRIAL PLANNING CHECKLIST	
BEFORE TRIAL DAY	ON TRIAL DAY
PLANNING	SET UP
☐ Confirm trial dates and times	☐ Arrive early and inspect courts
☐ Book courts and facilities	☐ Set up registration and attendance area
☐ Appoint a Trial Coordinator	☐ Lay out bibs and equipment
☐ Appoint a Head Selector	☐ Distribute clipboards and pens to selectors
☐ Recruit selectors and volunteers	☐ Provide water and refreshments for umpires and volunteers
☐ Confirm age groups and trial structure	☐ Brief selectors and umpires on the trial process
☐ Communicate trial details to players and families	
PLAYER REGISTRATIONS	PLAYER ATTENDANCE
☐ Collect player registrations	☐ Record attendance
☐ Record preferred playing positions	☐ Note any late arrivals or withdrawals and advise selectors
☐ Record player numbers (if applicable)	☐ Selectors adjust trial games to reflect any late changes
☐ Identify players unable to attend	☐ Direct players to the correct court
☐ Identify players trialling above their age group	
☐ Finalise player lists	RUNNING THE TRIALS
	☐ Bibs and ball(s) laid out on the court(s)
TRIAL PREPARATION	☐ Call players to courts before each round
☐ Prepare trial schedules and court allocations	☐ Ensure games start and finish on time
☐ Provide coaches evaluations (current club players) to selectors	☐ Monitor player attendance throughout the session
☐ Print Court Boards	☐ Record any player injuries or withdrawals
☐ Print Attendance Sheets	☐ Rotate umpires if required
☐ Print copies of trial schedules for selectors	☐ Ensure sufficient breaks are provided for umpires and selectors
☐ Prepare clipboards, pens and note-taking sheets	☐ Communicate schedule changes as required
☐ Organise bibs for each team	
☐ Check equipment and first aid supplies	AFTER THE FINAL ROUND
	☐ Collect bibs and equipment
OFFICIALS AND VOLUNTEERS	☐ Advise players if further selections are required OR
☐ Appoint umpires for each trial session	☐ Advise players when and how teams will be announced
☐ Confirm umpire availability and arrival times	☐ Thank selectors, umpires and volunteers
☐ Brief umpires on trial format and timing requirements	☐ Pack away equipment
☐ Arrange a timekeeper (if required)	
☐ Arrange a runner or court coordinator (if required)	AFTER TRIAL DAY
☐ Arrange a person to manage player attendance	☐ Hold grading discussions
☐ Arrange a person to distribute and collect bibs	☐ Selectors to finalise team compilations
☐ Organise water and light refreshments for umpires and volunteers	☐ Team placements to be reviewed/approved in line with club policy
☐ Confirm emergency contact procedures	☐ Allocate players to teams
	☐ Communicate outcomes to players and families
	☐ Review the trial process for future improvements
Return to Easy Netball Trials Instructions - read first Trial Set Up Checklist Dashboard Players CourtBoards Printable Attendance Sheet	

Your Dashboard allows you to control how information is displayed on your Court Boards (trial schedules by round and court). Available options include:

- Any display changes made on the Dashboard automatically update throughout the workbook.

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PLAYERS

The Players tab contains all player information supplied for your trial group.

If a player becomes unavailable:

- ▶ Locate the player.
- ▶ Change Active to "No".
- ▶ The player will automatically be removed from Court Boards, Schedule and Game Tally.
- ▶ You can then use the Court Board dropdown lists to select a replacement player if required.

First Name	Last Name	Preferred Pos1	Preferred Pos2	Preferred Pos3	Active	Seed	Number	Player History	RETURN TO DASHBOARD
Emily	Anderson	GS	GA	WA			1	A3	
Evie	Bailey	C	WD	WA		1	2	A2	
Grace	Bailey	GD	GK	WD			3	B2	
Ayla	Bell	C	WA	WD			4	B2	
Tegan	Bennett	GD	GK	WD			5	B1	
Ella	Brayden	GD	WD	GK		1	6	A1	
Hannah	Brooks	GA	GS	WA			7	B3	
Willow	Brown	GS	GA	WA					
Lily	Burge	GA	WA	GS					
Molly	Clark	C	WD	WA					
Sienna	Coleman	GS	GS	GA					
Olivia	Cook	GD	GK	WD					
Jasmine	Cooper	GD	GK	WD					
Zoe	Cox	GD	GK	WA					
Mia	Davidson	GA	GS	WA					
Claire	Evans	GS	GA	WA			16	B1	
Sophie	Field	GA	GS	WA		1	17	A1	
Abbey	Fisher	WA	C	WD		3	18	C1	
Emma	Foster	WA	WD	GA			19	B3	
Georgia	Gordon	WD	WA	GD		1	20	A2	
Tealia	Hall	GS	GA	GK			21	B1	
Olivia	Harris	GD	GK	WD		1	22	A1	
Kaitlyn	Holmes	GK	GD	WD		3	23	C1	
Raiza	Hughes	GK	GD	WD			24	B2	

Changes to attendance status (change Active to "N") will be reflected on the court boards, schedules and game tally.

Players can be manually replaced using dropdown lists on the court boards.

Instructions - read first Trial Set Up Checklist Dashboard **Players** CourtBoards Printable Attendance Sheet Schedule G

COURT BOARDS *(trial game schedule by court and round)*

This is the most important tab in the workbook. The Court Boards contain the trial games that have been prepared for your trial day. You may:

- ▶ Print the Court Boards
- ▶ Make manual player changes using dropdown lists
- ▶ Add selector notes
- ▶ Identify seeding mismatches and duplicate player allocations

Warning Indicators – when making changes you will be alerted to seeding mismatch (seeding 1 v seeding 3) if applicable, and duplications.

● Blue text = Seeding mismatch

● Red text = Duplicate player allocation in the same round

NB Any changes made on Court Boards automatically update the Schedule and Game Tally, you do not have to do these manually as the Court Boards act as the master list.

Use the macro buttons at the top of the page to print Court Boards in the order GS:GK for both teams, Check for any blank spots, or Check for the number of times a player has been matched with the same player (useful if you have particular players you do not want to see matched against each other).

Court Boards					
		Click to print alternative Court Boards (GS:GK both teams)		Click to check for unallocated positions	
Round 2 - Court 1 (Line-up)					
Notes	Pos	Team A - Green	Team B - Pink	Pos	Notes
	GS	Tealia Hall 2 (GS, GA, GK)	Kaitlyn Holmes 3 (GK, GD, WD)	GK	
	GA	Scarlett White 2			
	WA	Jessica Russell			
	C	Poppy Wilson 2			
	WD	Lana Murphy 2			
	GD	Hannah Smythe			
	GK	Paige Hughes 2			
Changes to attendance status (change Active to "N" in the Players tab) will be reflected on the court boards, schedules and game tally. Players can be manually replaced using dropdown lists on the court boards. Check for blank allocations using the button.					
Round 2 - Court 2 (Line-up)					
Notes	Pos	Team A - Yellow	Team B - Blue	Pos	Notes
	GS	Phoebe Payne 3 (GS, GA, GK)	Grace Bailey 2 (GD, GK, WD)	GK	
	GA	Mackenzie King 2 (GA, WA, GS)	Jasmine Cooper 2 (GD, GK, WD)	GD	
	WA	Bianca Watts 3 (WA, GS, C)	Layla Martin 2 (C, WD, WA)	WD	
	C	Stephanie Reid 2 (C, WA, WD)	Ashlee Sullivan 3 (C, GA, WA)	C	
	WD	Cassidy Jackson 3 (GD, WD, GK)	Ayla Bell 2 (C, WA, WD)	WA	
	GD	Tegan Bennett 2 (GD, GK, WD)	Amelia Ward 2 (GA, GS, WA)	GA	
	GK	Olivia Cook 2 (GD, GK, WD)	Danielle Mills 3 (GS, GD, C)	GS	
Round 3 - Court 1 (Line-up)					
Notes	Pos	Team A - Green	Team B - Pink	Pos	Notes
	GS	Millie Kelly 2 (GA, GS, WA)	Chloe Smith 1 (GD, GK, WD)	GK	
	GA	Hannah Brooks 2 (GA, GS, WA)	Olivia Cook 2 (GD, GK, WD)	GD	
	WA	Lily Burge 1 (GA, WA, GS)	Emma Foster 2 (WA, WD, GA)	WD	
	C	Ayla Bell 2 (C, WA, WD)	Brooke Long 2 (GD, C, GA)	C	
	WD	Edie Bell 2 (C, WD, WA)	Mackenzie King 2 (GA, GS, WA)	GA	
	GD	Phoebe Payne 3 (GS, GA, GK)	Grace Bailey 2 (GD, GK, WD)	GK	

Instructions - read first | Trial Set Up Checklist | Dashboard | Players | **Court Boards** | Printable Attendance Sheet

PRINTABLE ATTENDANCE SHEET

Print this off so you can mark off players as they arrive, note any who do not attend, and make any relevant player notes (eg player will be late, player carrying an injury, or whatever).

A	B	C	D	E
FIRST NAME	LAST NAME	NOTES		
Emily	Anderson			
Evie	Bailey			
Grace	Bailey			
Ayla	Bell			
Tegan	Bennett			
Ella	Brayden			
Hannah	Brooks			
Willow	Brown			
Lily	Burge			
Molly	Clark			
Sienna	Coleman			
Olivia	Cook			
Jasmine	Cooper			
Zoe	Cox			
Mia	Crawford			
Claire	Evans			
Sophie	Field			
Abbey	Fisher			
Emma	Foster			
Georgia	Gordon			
Tealia	Hall			
Olivia	Harris			
Kaitlyn	Holmes			
Paige	Hughes			
Cassidy	Jackson			
Charlotte	Jenkins			
Harper	Jones			

ATTENDANCE SHEET - EXAMPLE

Instructions - read first / Trial Set Up Checklist / Dashboard / Players / CourtBoards / **Printable Attendance Sheet**

SCHEDULE

The Schedule provides a complete list of player allocations by round. This tab is useful for:

- ▶ Checking when a player is due on court
- ▶ Sorting by player name
- ▶ Reviewing all allocations in one location

Changes made on Court Boards automatically update the Schedule.

A	B	C	D	E	F	G	H	I	J	K	
Round	Court	Team	Position	Player	First Name	Last Name					
1	1 A	GS		Charlotte Waugh	Charlotte	Waugh					
1	1 A	GA		Sophie Field	Sophie	Field					
1	1 A	WA		Amelia Lowe	Amelia	Lowe					
1	1 A	C		Ruby Pearce	Ruby	Pearce					
1	1 A	WD		Grace Robinson	Grace	Robinson					
1	1 A	GD		Olivia Harris	Olivia	Harris					
1	1 A	GK		Ava Thompson	Ava	Thompson					
1	1 B	GS		Emily Anderson	Emily	Anderson					
1	1 B	GA		Mia Davidson	Mia	Davidson					
1	1 B	WA		Matilda Todd	Matilda	Todd					
1	1 B	C		Harper Jones	Harper	Jones					
1	1 B	WD		Georgia Gordon	Georgia	Gordon					
1	1 B	GK		Ella Brayden	Ella	Brayden					
1	1 B			Abigail Mawson	Abigail	Mawson					
1	2 A	GS		Willow Brown	Willow	Brown					
1	2 A	GA		Isla Wyer	Isla	Wyer					
1	2 A	WA		Jade Price	Jade	Price					
1	2 A	C		Evie Bailey	Evie	Bailey					
1	2 A	WD		Jessica Taylor	Jessica	Taylor					
1	2 A	GD		Zoe Cox	Zoe	Cox					
1	2 A	GK		Kate Parker	Kate	Parker					
1	2 B	GS		Claire Evans	Claire	Evans					
1	2 B	GA		Lily Burge	Lily	Burge					
1	2 B	WA		Emma Foster	Emma	Foster					
1	2 B	C		Layla Martin	Layla	Martin					
1	2 B	WD		Madison Roberts	Madison	Roberts					
1	2 B	GD		Chloe Smith	Chloe	Smith					

Instructions - read first

Trial Set Up Checklist

Dashboard

Players

CourtBoards

Printable Attendance Sheet

Schedule

GAME TALLY

The Game Tally summarises:

- ▶ Total games allocated
- ▶ Positions played
- ▶ Court allocations

First Name	Last Name	PreferredPos1	PreferredPos2	PreferredPos3	Court 1 Count	Court 2 Count	Games Played
Emily	Anderson	3	1	0	2	2	4
Evie	Bailey	4	1	0	2	3	5
Grace	Bailey	2	1	2	3	2	5
Ayla	Bell	3	1	0	2	2	4
Tegan	Bennett	2	1	1	2	2	4
Ella	Brayden	3	2	0	2	3	5
Hannah	Brooks	3	1	0	2	2	4
Willow	Brown	3	1	0	2	2	4
Lily	Burge	3	2	0	3	2	5
Molly	Clark	3	1	1	2	3	5
Sienna	Coleman	4	0	0	2	2	4
Olivia	Cook	2	2	0	2	2	4
Jasmine	Cooper	1	1	1	2	2	4
Zoe	Cox	3	2	0	3	2	5
Mia	Davidson	3	1	0	2	2	4
Claire	Evans	3	1	0	2	2	4
Sophie	Field	3	2	0	3	2	5
Abbey	Fisher	3	1	0	2	2	4
Emma	Foster	3	2	0	3	2	5
Georgia	Gordon	4	1	0	3	2	5
Tealia	Hall	3	1	1	3	2	5
Olivia	Harris	3	2	0	2	3	5
Kaitlyn	Holmes	3	1	1	3	2	5
Paige	Hughes	3	1	0	2	2	4
Cassidy	Jackson	2	2	0	2	2	4
Charlotte	Jenkins	2	3	0	3	2	5
Harper	Jones	3	2	0	2	3	5
Millie	Kelly	2	2	0	2	2	4
Mackenzie	King	3	2	0	2	3	5
Brooke	Long	2	2	0	2	2	4
Amelia	Lowe	4	1	0	3	2	5
Layla	Martin	3	1	1	2	3	5

This tab is useful for reviewing overall player participation and ensuring game opportunities have been distributed fairly, particularly if you have made any manual changes to the court boards.

NB Changes made on Court Boards automatically update the Game Tally.

BLANK COURT BOARDS

Blank Court Boards are provided if you wish to:

- ▶ Create additional games
- ▶ Build your own matchups
- ▶ Print spare sheets for use on trial day

You will need to select your Players MANUALLY using the dropdown lists provided. If the names do not appear when you click in the coloured blank cell, use the Add Drop Down buttons to add the dropdowns to this sheet

Court Boards Blank						Add Drop Down Player Lists
Notes	Pos	Team A - Green	Team B - Pink	Pos	Notes	
	GS			GK		
	GA			GD		
	WA			WD		
	C			C		
	WD			WA		
	GD			GA		
	GK			GS		
Notes	Pos	Team A - Yellow	Team B - Blue	Pos	Notes	
	GS			GK		
	GA			GD		
	WA			WD		
	C			C		
	WD			WA		
	GD			GA		
	GK			GS		

EXAMPLE
Create your own matchups using the dropdown lists by clicking in the player name cell

Note: Games created on the Blank Court Boards are not automatically included in the Schedule or Game Tally tabs.

REPEAT OPPONENTS

Use this report to view how many times players have been matched together. Depending on your player pool, number of rounds and courts, repeated matchups are often unavoidable. You can manually adjust these using the court boards. Changes to the court boards will autosync to Schedule, Game Tally and Repeat Opponents.

A	B	C	D	E	F
Player A	Player B	Times Matched	Where (Rounds/Courts)		
AMELIA WARD	TEGAN BENNETT	3	(Round 2 Court 2; Round 7 Court 1; Round 8 Court 2)		
JASMINE COOPER	MACKENZIE KING	3	(Round 2 Court 2; Round 7 Court 1; Round 8 Court 2)		
ABIGAIL MAWSON	CHARLOTTE WAUGH	2	(Round 1 Court 1; Round 10 Court 1)		
AMELIA LOWE	GEORGIA GORDON	2	(Round 1 Court 1; Round 10 Court 1)		
AVA THOMPSON	WILLOW BROWN	2	(Round 4 Court 2; Round 8 Court 1)		
EMILY ANDERSON	PAIGE HUGHES	2	(Round 6 Court 2; Round 8 Court 1)		
EVIE BAILEY	POPPY WILSON	2	(Round 6 Court 1; Round 10 Court 2)		
HANNAH SMYTHE	SOPHIE FIELD	2	(Round 3 Court 2; Round 6 Court 2)		
HARPER JONES	RUBY PEARCE	2	(Round 1 Court 1; Round 4 Court 2)		
MIA DAVIDSON	OLIVIA HARRIS	2	(Round 1 Court 1; Round 3 Court 2)		
RACHEL MORRIS	WILLOW BROWN	2	(Round 1 Court 2; Round 6 Court 1)		

Dashboard / Players / CourtBoards / Printable Attendance Sheet / Schedule / GameTally / CourtBoards_Blank / Club Information / **Repeat Opponents**

NEED HELP?

If you have any questions about how to use this workbook, please contact us via email to:
easynetballtrials@gmail.com

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