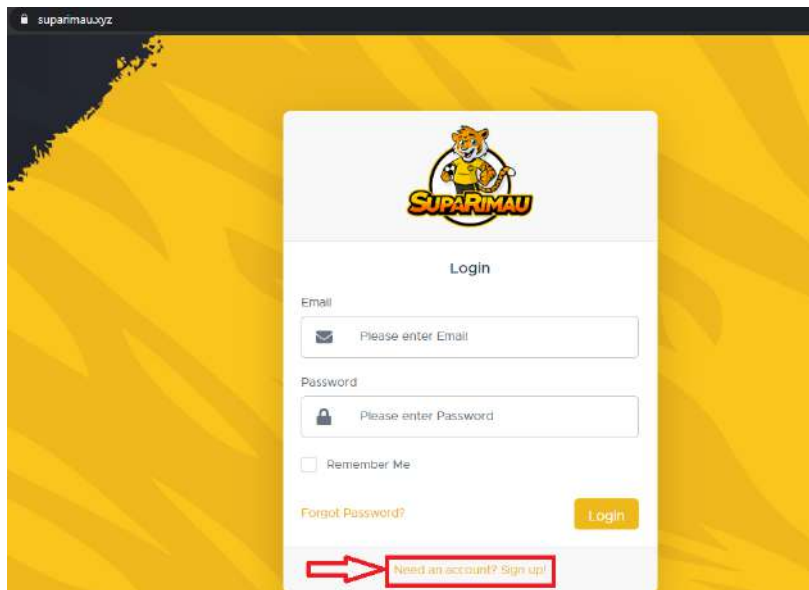


How To Use FAM SupaRimau Charter Tutorial

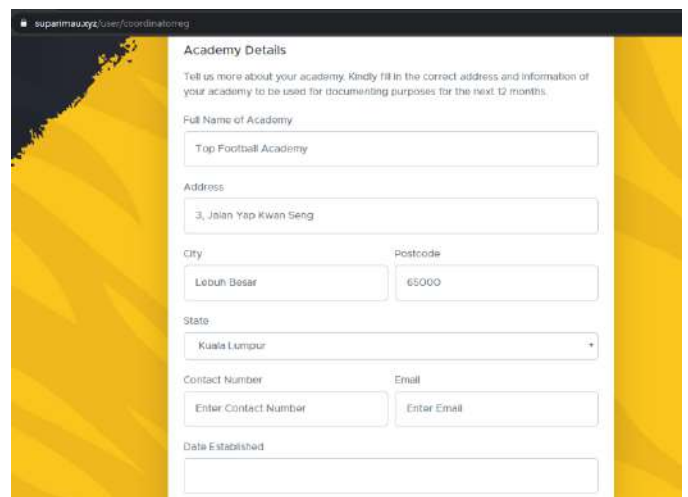
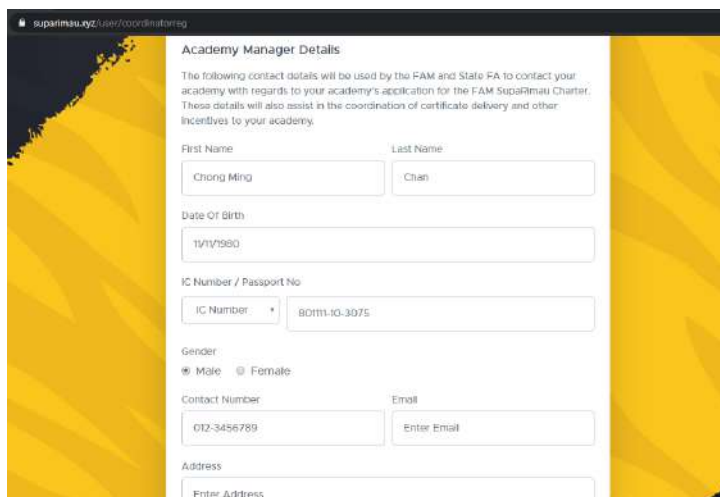
Building Your Academy Page

Create an Account

1. Logon to <https://suparimau.xyz/>
2. Create a profile by clicking the “Need an account? Sign up!” button at the bottom.



3. Fill in the details of the Academy and its Academy Manager.



Uploading the Academy Manager's Profile Photo and Academy Logo

The Academy Manager's profile photo must follow this format:



The Academy logo must follow this format:



Note: FAM reserves the right to **reject** any applications that do not comply with the above formats.

4. After filling the details, click "Register".

suparimau.xyz/user/coordinatorreg

State
Kuala Lumpur

Contact Number
Enter Contact Number

Email
Enter Email

Date Established

Academy Logo
Upload Photo Browse

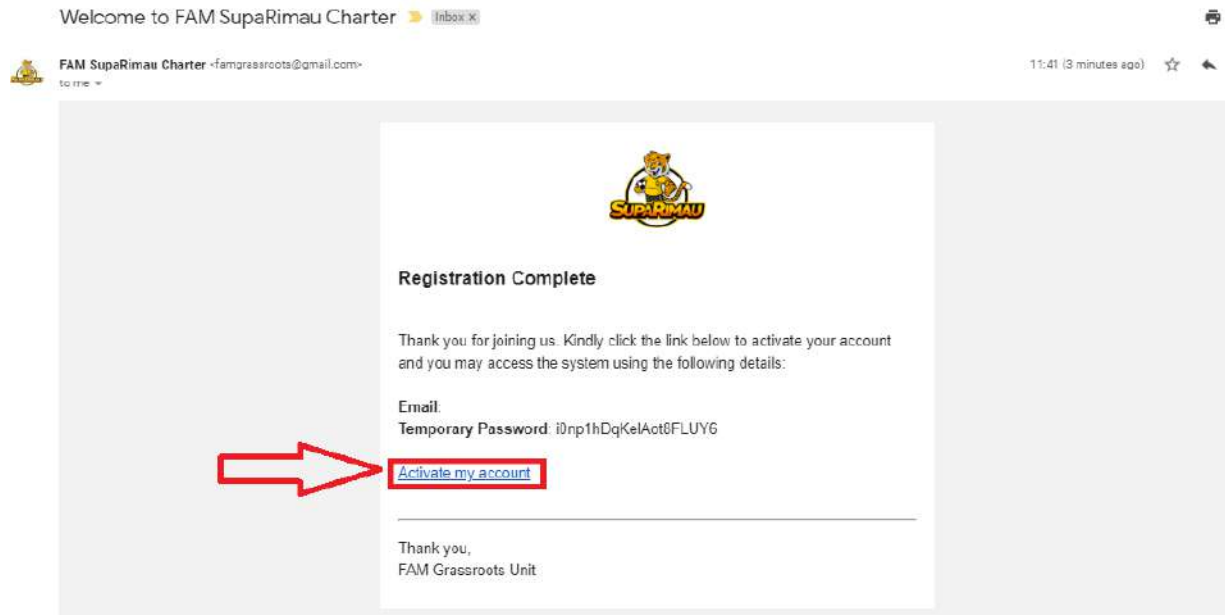
Academy Website/Page
Enter Academy Website/Page

Register

Have an account? Go to login

Activating Your Account

5. You should receive an e-mail from FAM. Click the “Activate my Account” link in the e-mail to verify your e-mail and activate your account. If this e-mail is not found, please check your spam folder.

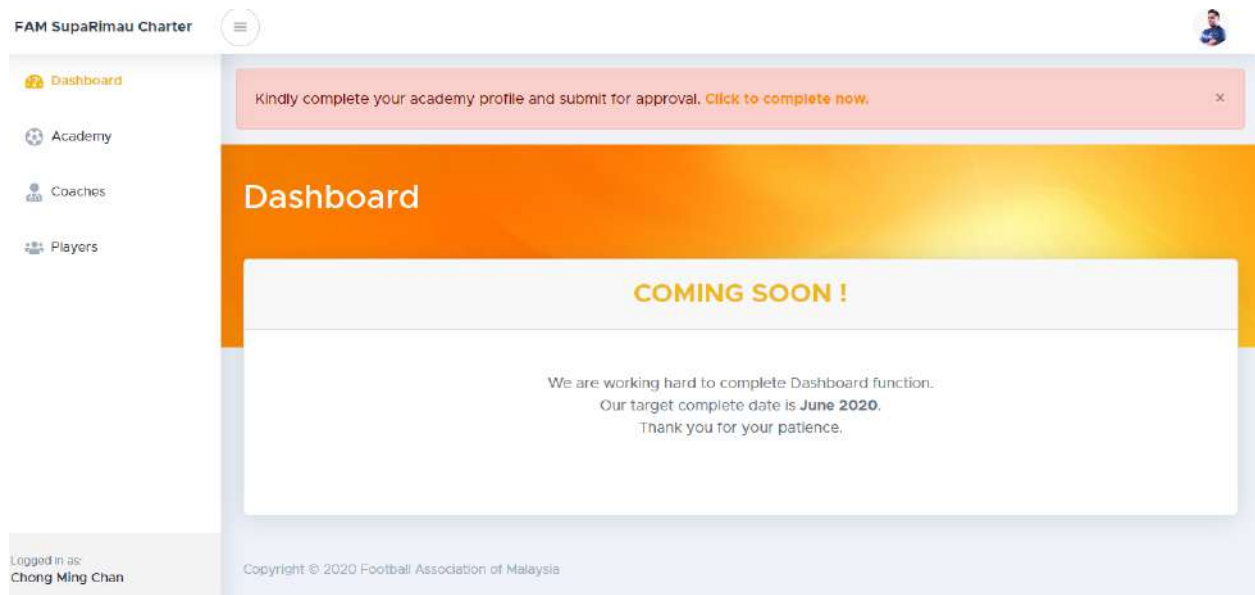


6. Upon activation, you will be prompted to login by using the registered e-mail and temporary password.

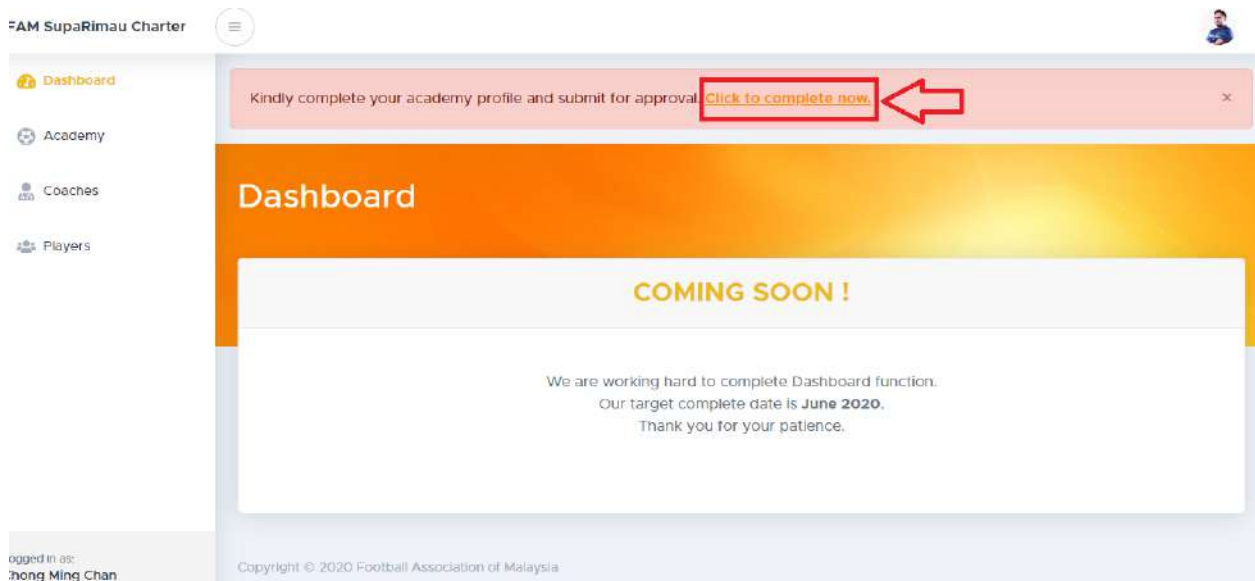
7. It is highly recommended that you **immediately** change the temporary password to your own password.

Completing the Academy's Details & Submitting your Application


8. Once you are logged in, you will be taken to the FAM SupaRimau Charter Dashboard.



9. You are requested to complete your Academy's profile by clicking the link on display.



10. You may edit or update your Academy's details here.

FAM SupaRimau Charter 

Dashboard Academy Coaches Players

Edit Academy

Academy Information


Important Notice: To complete this application, you should first make contact with the FAM Grassroots Unit. They will assist you in filling up this form, meeting the criteria and providing the necessary evidence your academy needs to achieve accreditation.

Full Name of Academy

Address

City Postcode

Logged in as:
Chong Ming Chan

FAM SupaRimau Charter 

Dashboard Academy Coaches Players

Tell Us More About Your Academy:

Understanding what your academy currently offers will help us to identify the level of accreditation for your academy.

What age group(s) does your academy currently coach? (tick whichever that is applicable)

Boys: U6 U8 U10 U12

Girls: U6 U8 U10 U12

How Many Players Currently Playing at Your Academy?

How often are training session being organized?

Monday
 Tuesday
 Wednesday
 Thursday
 Friday
 Saturday
 Sunday

What time are the training session?

Logged in as:
Chong Ming Chan

11. Select your Academy's membership level and upload your Academy's supporting evidence for the FAM SupaRimau Charter Criteria.

The screenshot shows a web application interface with a sidebar on the left containing navigation items: Dashboard, Admin, Finance, State FA, Academy (highlighted), Academy Manager, Coaches, and Players. The main content area is titled "Supporting Evidence of FAM SupaRimau Charter Criteria". Below the title is a paragraph of instructions: "Please ensure you are able to provide evidence of the following processes or procedures. Where evidence is unavailable please show how your academy is working toward putting these processes in place." Below this is a dropdown menu for "FAM SupaRimau Charter Membership Level" with "Bronze" selected. The form is divided into two sections: "1) Leadership" and "2) Planning". Under "1) Leadership", there is a question: "Is there at least one (1) FAM Grassroots or FAM 'D' License Certified coach?" with radio buttons for "Yes" and "No". Below this is a section for "Attach Coaching Certificate" with an "Upload Files" button and a "Browse" button. Under "2) Planning", there is a question: "Is there a strategic plan for the year?".

12. To gain any FAM SupaRimau Charter Bonus Incentives, please fill in the form provided. Note that this is entirely **optional**.

The screenshot shows a web application interface with a sidebar on the left containing navigation items: Dashboard, Academy (highlighted), Coaches, and Players. The main content area is titled "FAM SupaRimau Charter Bonus Incentives (Optional)". The form contains several sections, each with a question and radio buttons for "Yes" and "No", followed by an "Attach Documents" section with an "Upload Files" button and a "Browse" button. The sections are: "Academy Annual Accounts Available", "Academy Code of Conduct In Place", "Academy Child Safeguarding Policy In Place", and "Academy Social Responsibility Efforts". The bottom left corner of the page shows "Logged in as: Chong Ming Chan".

13. Fill the application remarks column if you have any remarks.

FAM SupaRimau Charter

Dashboard Academy Coaches Players

Yes No

Attach Documents

Upload Files Browse

Application Remarks

Remarks

COMMITMENT

Our academy understands the requirement and criteria of the FAM SupaRimau Charter programme. We are proud to commit to raising standards in our academy and in grassroots football more widely. We confirm that the information in the application is correct.

Update Submit for Approval Cancel

Logged in as: Chong Ming Chan

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14. Once all the details are filled, click “Submit for Approval” to send your application for FAM’s approval. If the details are not complete, you may click the “Update” button to save your progress and continue later.

Add Coach Profile

15. You are required to submit the profiles of all your coaches. Click “Coaches” at the left panel.

FAM SupaRimau Charter

Dashboard Academy Coaches Players

Kindly complete your academy profile and submit for approval. [Click to complete now.](#)

Dashboard

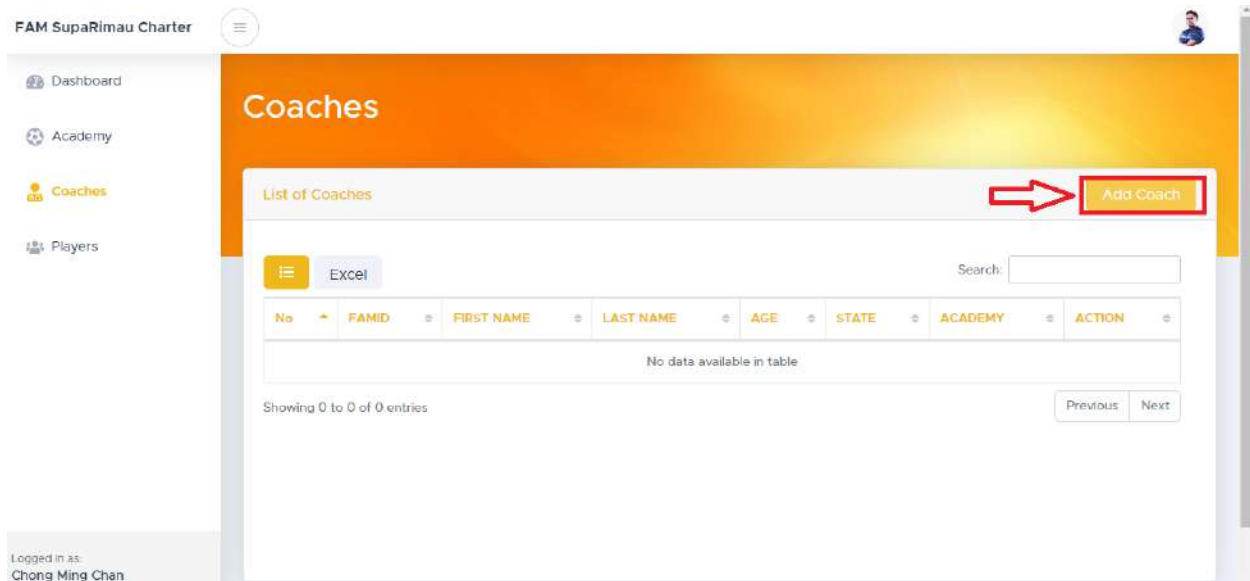
COMING SOON !

We are working hard to complete Dashboard function.
Our target complete date is **June 2020**.
Thank you for your patience.

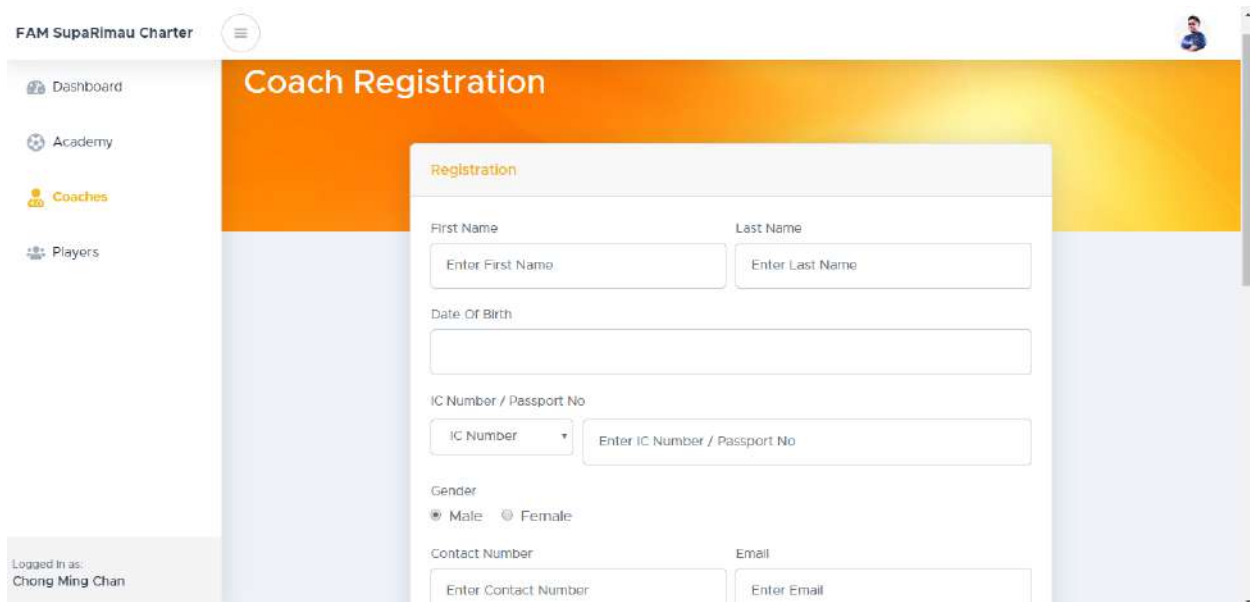
Logged in as: Chong Ming Chan

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16. Click “Add Coach”.



17. Fill in your coach’s profile, upload his/her profile photo, and attach a copy of the coaching certificate.



Note: Remember your coach’s profile photo must follow this format:

FAM reserves the right to **reject** any applications that do not comply with the above format.



18. Click submit when the coach profile is complete.

FAM SupaRimau Charter

Dashboard
Academy
Coaches
Players

State
--Please Select State--

Profile Photo
Upload Photo Browse

Academy
None

Highest Level of Coaching Qualification
None

Attach Coaching Certificate
Upload Files Browse

Submit

Logged in as:
Chong Ming Chan

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19. Remember to add all of your coaches' profiles into the system by repeating steps 16 to 19.

Add Players' Profile

20. Clicking "Players" at the left panel.

FAM SupaRimau Charter

Dashboard
Academy
Coaches
Players

Coaches

List of Coaches **Add Coach**

Excel Search:

No	FAMID	FIRST NAME	LAST NAME	AGE	STATE	ACADEMY	ACTION
No data available in table							

Showing 0 to 0 of 0 entries **Previous** **Next**

Logged in as:
Chong Ming Chan

21. Add players' profiles by clicking the "Add Player" button.

FAM SupaRimau Charter

Dashboard
Academy
Coaches
Players

List of Players

Excel Search:

No	FAMID	FIRST NAME	LAST NAME	AGE	STATE	ACADEMY	ACTION
No data available in table							

Showing 0 to 0 of 0 entries

Previous Next

Logged in as: Chong Ming Chan

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22. Complete the player's profile and attach his/her profile photo.

FAM SupaRimau Charter

Dashboard
Academy
Coaches
Players

Player Registration

Registration

First Name: Last Name:

Date Of Birth:

IC Number / Passport No: (IC Number dropdown)

Gender: Male Female

Contact Number: Email:

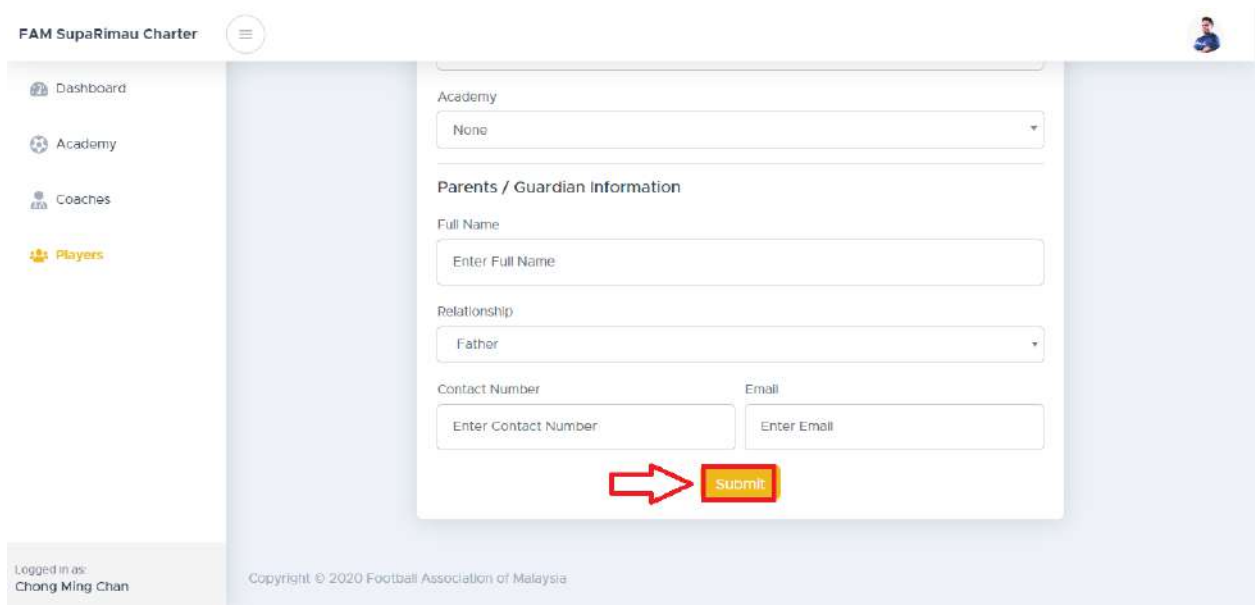
Logged in as: Chong Ming Chan

23. The player's profile photo must be in the following format.



FAM reserves the right to **reject** any applications that do not comply with the above format.

24. Upon completion, click the "submit" button.



FAM SupaRimau Charter

Dashboard

Academy

Coaches

Players

Academy

None

Parents / Guardian Information

Full Name

Enter Full Name

Relationship

Father

Contact Number

Enter Contact Number

Email

Enter Email

Submit

Logged in as:
Chong Ming Chan

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25. Add all your players' profiles into the system by repeating steps 21-24.

Application Complete

26. Your application is complete. Kindly wait for FAM's approval. They will contact you within 14 working days with assessment visit if needed.

Thank you.