

2016 PUMA F-League

MATCH REPORT WRITING - CLUBS

It will be the responsibility of the home club to provide an unbiased match report for each of the club's home matches. This report will then be sub-edited and all match reports will be put together to form a review of the weekends matches. This will be uploaded to the PUMA F-League Website by 4pm each Monday.

Each home club will need to nominate someone to write their match report. This person will need to go to the following link (<https://form.jotform.co/61371790627864>) to submit their match report online. This will need to be submitted no later than three (3) hours after the conclusion of the match.

The club's nominated person will need to follow the match report template below when writing the report:

- A catchy short, sharp headline is a great starting point for the small report.
- Opening paragraph should include the team information on who played who, the venue, the date and the scoreline.
- The body of the report should include how the goals were scored, what minutes if they're made available on the team sheet and any key talking points in the match.
- The final summary should include a quote from both coaches and or players from both teams.

Other Tips to Remember:

- It must be an unbiased report.
- No more than 300 words per men's and women's reports.
- Do not include incidents involving refereeing decisions as well as keeping out any physical encounters that may occur during the course of the match – these reports need to be strictly about the match and that is it.

Any Club who fails to submit their reports by the deadline will not be chased up and they will miss out in being part of the official review for that week.

If you have any questions regarding the Match Reports please do not hesitate to contact either myself on (02) 8814 4467 or emmas@footballnsw.com.au or Mark Stavroulakis (FNSW Media Manager) on (02) 8814 4416 or mark@footballnsw.com.au.



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