WELCOME! **2**
LOGIN **4**
CHANGING YOUR PASSWORD **5**
UPDATING HOME PAGE TEXT **6**
ENTERING YOUR COLLECTION **7**
ADDING INFORMATION YOU MIGHT NEED 8
PRE-LOADED GAMES 9
EDITING YOUR COLLECTION 11
DELETING A GAME FROM YOUR COLLECTION 11
CONTACTS **12**
CONTACT ENTRY 12
DELETING CONTACTS 12
SUBSCRIPTIONS **13**
SENDING/RECEIVING PRIVATE MESSAGES **13**

Welcome!

Welcome to Goal Line Software's web-based Sports Game Collection Manager!

Several collectors use this web-based software to track their sports video collections online – no software is needed on your PC. Because the software is on the web, you can make changes to your collection 24/7, from anywhere in the world.

Key features include:

- An ad-free site!
- Password-protected area for you to enter and edit items in your collection.
- Easy-entry of teams, events, formats, etc. When you go to enter an item from your collection, you won't have to type out team names – they are already in a drop down box – just click and choose. And if the team/event/format you are looking for is not there – you can easily add it to the database for future use if you have a paid user account.
- Designate your games as "Owned", "Wanted", "On the Way", or "Private". No need to re-enter a game – you can simply edit it and change the status (from "On the Way" to "Owned", for example) and the software will move it to the appropriate list immediately!
- See your totals – know exactly how many games are in each category at all times.
- Private Messages with other registered users.
- Keep detailed information on your trading partners, including address, email address, website and other info.
- Subscriptions – receive a notification when another registered collector enters an item that has particular interest to you. This works great for fans of specific teams. If you want to know every time someone else enters a Pittsburgh Steelers game, sign up to be notified!
- See what's new since your last login. See everything others entered since the last time you visited the site.
- Your own home page text – say what you want about yourself, your interests or your trading policies on your home page.
- Have a domain name? You can point it to this site – If you want to keep www.yourdomainname.com, set it up to point to your Goal Line Software URL.

There are two different types of user accounts:

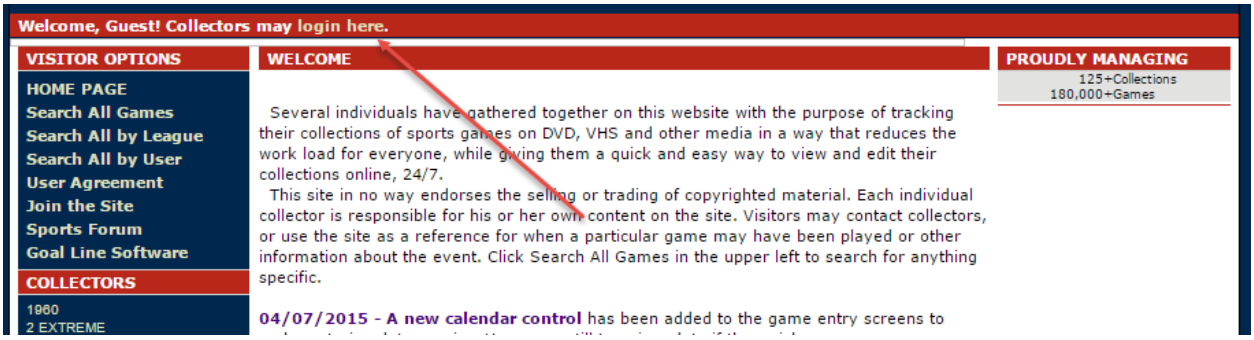
1. Paid subscription: $10 for a year.
    a. You will be able to add inventory, but the paid account will also allow you to add your own items to the database. For example, if a team you need is not in the database, you will be able to add it. You will receive a notice when your year has expired, and your account will transition to Non-Paid automatically. You will also be able to get an excel spreadsheet of your collection at any time.
2. Non-Paid subscription: No cost.
    a. You can add inventory, but you will not be allowed to add new items to the database (such as a team that may not yet exist). Your login will be good for six months at a time, and you will be responsible for maintaining the login. No email reminders will be sent and if six months goes by and you have not logged in, your account and data will be removed without notice.

To use the Goal Line Collection site, you will need to agree to the following:

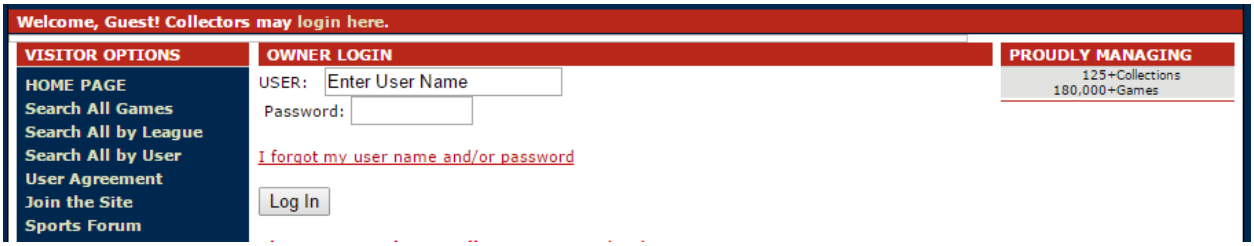
1. I agree that I am solely responsible for the content in my listing and that I will follow proper copyright protocol.
2. **Using the Goal Line site to sell games is strictly prohibited.** I agree that I will not sell, nor advertise that I sell content listed on my site. Doing so is grounds to have my account and data removed immediately.
3. **Only sports-related items are allowed to be listed.** I agree that I will not list pornography, news events, music, movies, exercise videos or other non-related sports content. Doing so is grounds to have my account and data removed immediately.
4. I understand that the site may be down from time-to-time for maintenance.
5. I understand that I am ultimately responsible for keeping some type of backup of my data. Site listings are backed up, but these backups may not restore all of my data. I understand that in the event of a site failure, the site backup may not have my complete data.
6. If I have a user account that has the ability to add values, I agree I will do my best to not add unnecessary values to the database. For example, if 'Michigan St. Spartans' is in the database, I will not add '2013 Mich. State Spartans'. Repeated offenses will result in the suspension of my ability to add new values.
7. Non-Paid Accounts: I understand that I must log in at least once every six months to keep my site active. If I do not login, I understand my account and data may be removed. I agree this is solely my responsibility. Goal Line will not contact me if my account is about to expire.
8. I agree to keep my email address current, so that I may be contacted, if necessary. I agree this is my responsibility.

Login

If you have been given the DEMO USER password, or if you have already been set up with a username and password, click the “login here” link in the top red bar.



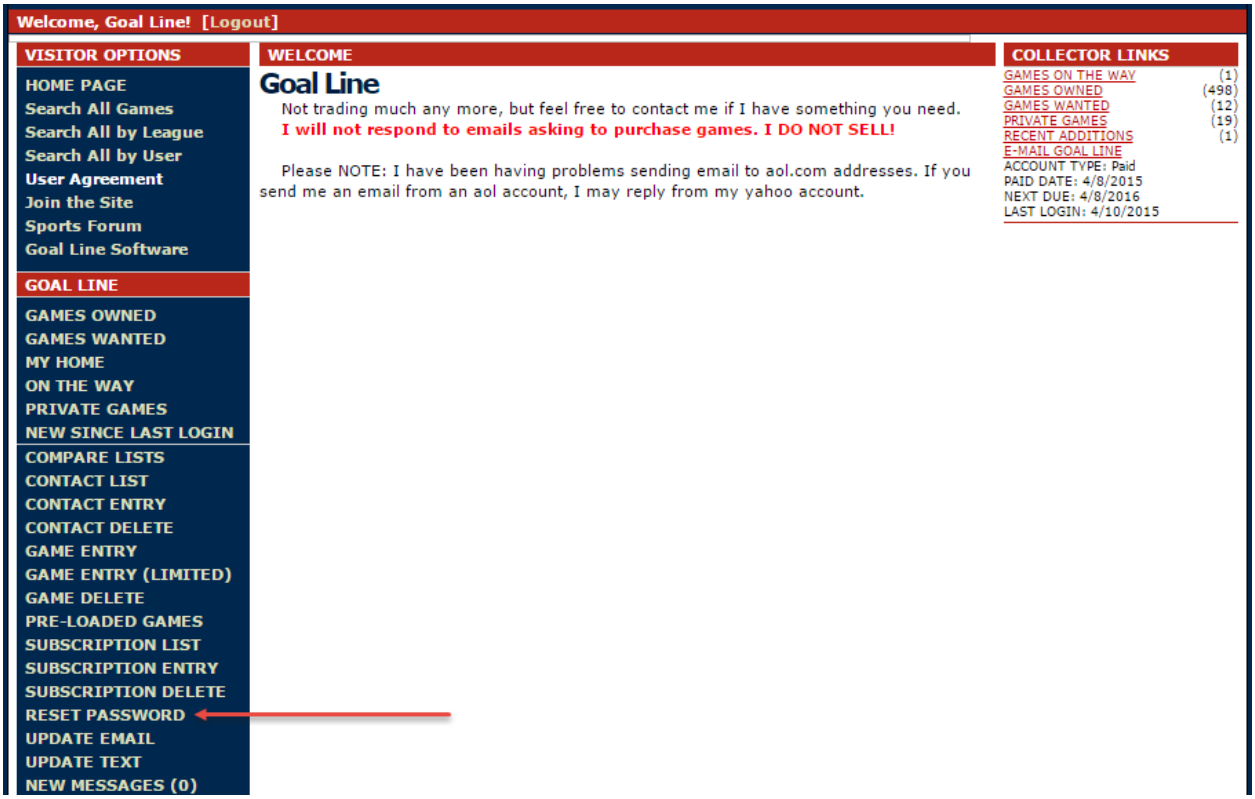
Enter your user name and password, click the “Log In” button and you will be taken to your home page.



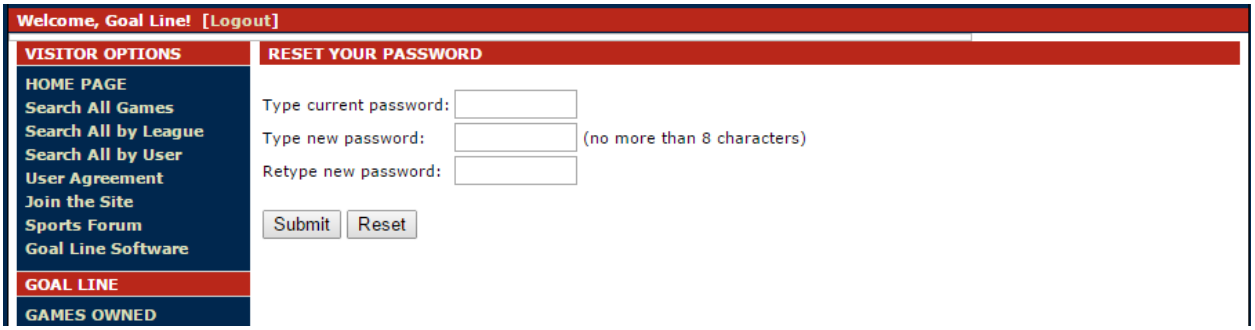
If you forgot your user name or password, select the “I forgot my user name and/or password” link. Then, enter the email address you used to register with Goal Line Software and click the “Submit” button. If the email address is correct, your password should arrive within one hour to that email inbox.

Changing Your Password

When logged in, your screen will look something like this:

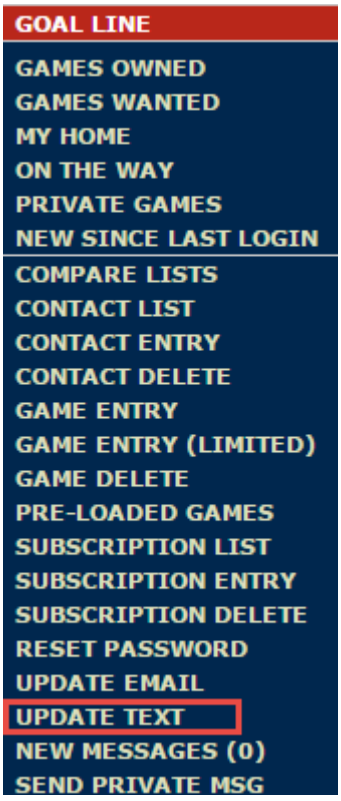


If you haven't already, you should first change your password by clicking the "RESET PASSWORD" link on the left.



Enter the old password, followed by the new password twice, and click "Submit".

Updating Home Page Text



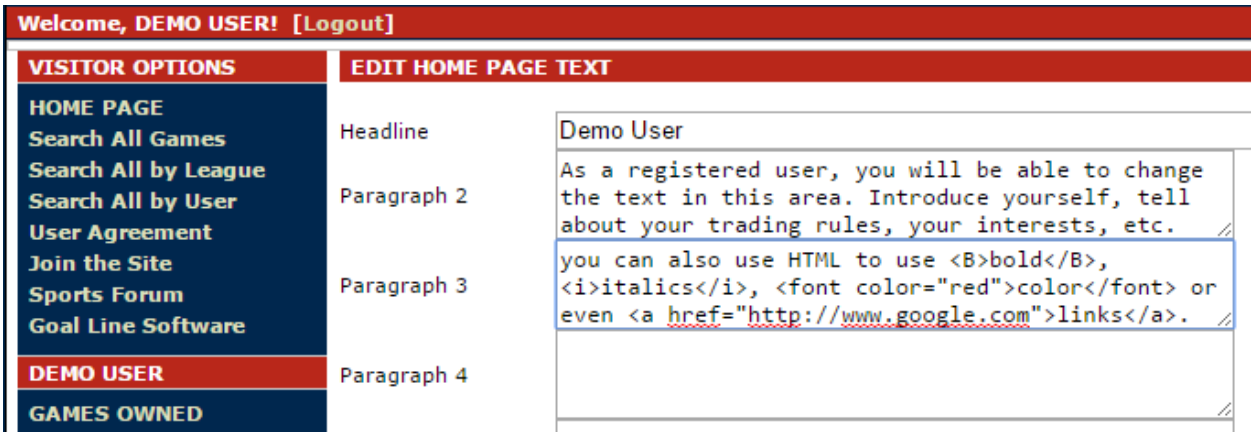
On your personal home page, you have the opportunity to display information about yourself, your interests, your trading rules…whatever. **Remember, YOU CANNOT sell games or even mention that you sell games. Doing so is grounds for having your account deleted immediately.**

Change your home page text at any time by selecting the “UPDATE TEXT” link under User Options.

This will take you to a page with text boxes for entering your personal home page text. The first line is your “headline”. It will stand out bold and bigger than the other text.

Enter as much information as you would like, then click the “Edit Story!” button. You will be taken right to your new home page, and should see the updates you made.

If you know HTML, then you can use HTML to create bold text, italics, underlines, and different colors – even link to other web pages. At this point there is no support for pictures, images or graphics uploaded directly to the Goal Line Software web server. However, if you know the web URL of a specific image, you may enter it here, using the <img> tag.



Entering Your Collection

Now that you have the basic information entered, you are ready to start entering games!
Click the "GAME ENTRY" link under User Options. This will take you to a page asking for important information about your game. All data is optional, but here is a run-down of what it means:

Year – year the game was played or "season". For NFL, some collectors will enter a Super Bowl as 1986, even though the game was played January of 1987.

Date – the date of the game. If you know this, it is recommended you enter it, as your games are sorted by this date when listed. Use the calendar control to choose a date, or type in your own: note the format must be mm/dd/yyyy – ***and be careful on early games – if you mean 1950 and enter 10/12/50, the site will think you mean 2050***!

League/Sport – NFL? MLB? NCAA Football? NASL? Tell the site how to list your game.

Event – "Regular Season" is probably the most-often used. However, collectors of NFL games will often choose "Regular Season Wk: 01", etc. How would you describe this game to someone looking at your list? Bowl Game, playoff game – many items are already pre-loaded.

Visitors/Home – tell the site which teams were involved in this game.

Location – where did the game take place? Some collectors list the city, others a stadium and/or city.

Network – which network broadcast your copy?

Length – how long is the game? This field is text, so feel free to enter anything here. 1.30, 1 hour 30 minutes, 1h30mm are all acceptable.

Commercials – Pregame – Halftime – Postgame – does your copy contain all, partial or none of these?

Type – have a master, 1st generation, 2nd generation or other?

Comments – anything you want can go here, and enter as much as you want. I usually try to enter the score of the game and/or a description, especially for something important. If it was the 1986 Denver-Cleveland playoff game, I would be sure to enter something here about this game being "The Drive".

Format – what is the media you currently have the game on?

Of Discs/Tapes – how many?

Format Comments – anything can go here, but try and describe the game as it pertains to the disc. "Game has tracking lines" or any other information you feel is important for potential trade partners, such as "Recorded in SLP".

Grade – how do you rate this game? This text box accepts anything.

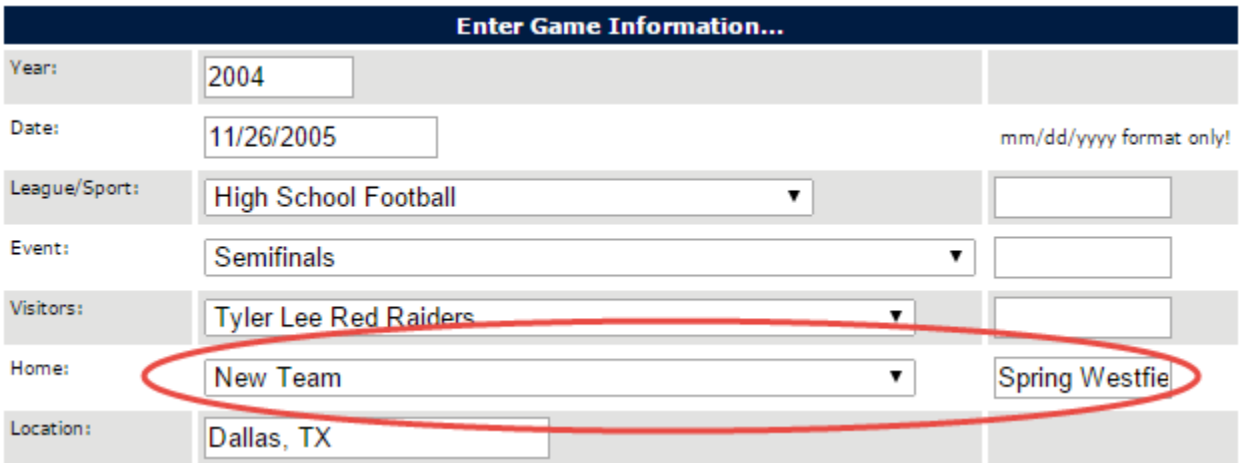
Own/Want – finally, do you own this game, want this game, or is it on the way? Maybe it is Private, and you don't want it visible to others. Tell the site which category to place the game. Later on, we will discuss updating this, so that you don't have to enter the same game twice just to move it from your on the way list to your owned list.

If you have entered games in the past, the GAME ENTRY (LIMITED) option will list the Game Entry page, but will populate the drop downs ONLY WITH INFORMATION YOU HAVE ENTERED IN THE PAST. You

won't see every value in every drop down. Let's say you are strictly an NFL collector. You don't need to see MLB or NBA teams in your drop downs. You don't collect them. Go to the GAME ENTRY (LIMITED) link, and the only items in the Team drop downs will be NFL Teams you have used in the past. This is an even quicker way to add items to your collection.

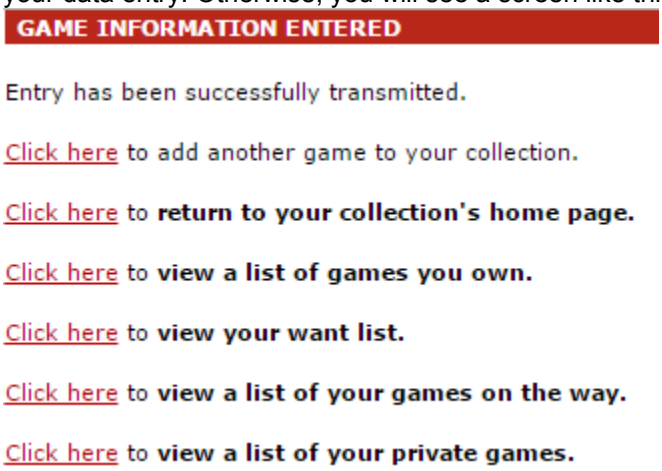
Adding information you might need

So the site is pre-loaded with 100s of teams, events, networks, etc. But what do you do if something you need is not already listed? Let's say you want to enter a copy of a high school football championship game. High School Football as a category is already there, but chances are, the high school teams you need are not. As a paid user, here's what to do:



As you enter your information, if there is a drop-down box that does **NOT** have the information you need, simply leave the drop down to read "New Team" (in this example), and enter the information you need to the right. In this example, someone is entering Spring Westfield as a new Home Team. Doing this will add the team to your game, but more importantly, make it available for all users' future use. Once Spring Westfield is in the database, it will always be available. This option is available for League/Sport, Event, Visitor/Home Teams, Network, Type and Format.

Now hit the ENTER button at the bottom of the page. You will receive an error if there was a problem with your data entry. Otherwise, you will see a screen like this:



This would mean that your game entry was successful (*note the Entry has been successfully transmitted message*), and now you can jump to any of your lists, or add another game to your collection right from here.

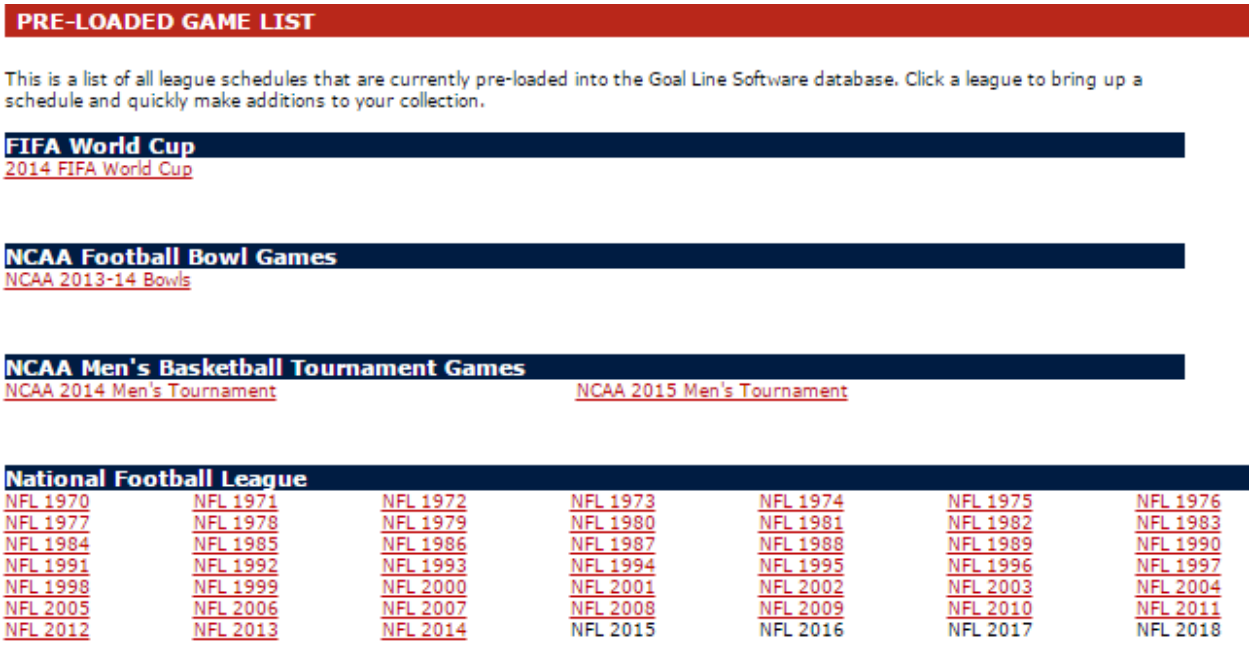
If you go to your home page, you should see that your totals in the upper right have been adjusted. Or, if you go to the page where you just indicated you wanted to list this game (Owned, Wanted, On the Way or Private), you should see the game listed as part of your inventory.

Pre-Loaded Games

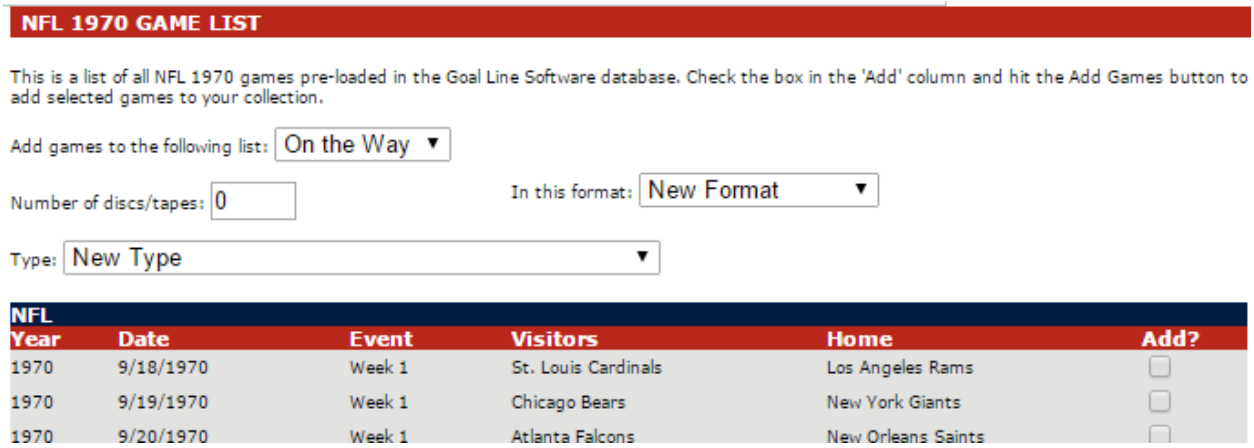
As of April, 2015, the site has games from the 1970-2014 NFL Seasons, 2008-2015 MLB seasons and various other games pre-loaded for easy entry into your inventory. A simple click can add an entire season of NFL games at once!

First click the PRE-LOADED GAMES link under your user options.

You will then be presented with a list of leagues and seasons that are pre-loaded in the database. Click the league and season you would like to work with.



After clicking a league and season, you will be presented with a list of all games from that season, with a chance to designate which list games should go to, what type of media they are on, and what type they are. Simply place a check box next to each games you need, and click the ‘Submit’ button at the bottom of the page.



Be sure to click the “Yes” button if prompted, and all of those games are immediately added to your inventory!

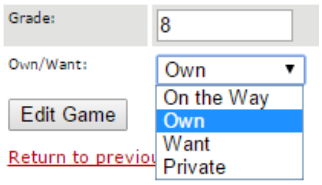
If a league and or season you would like is not in the list, contact Goal Line about getting it added. There are plans to add more leagues and seasons, but at this time, there is no timeframe set – user requests and the ease of uploading a schedule into the database will dictate whether or not information is added.

Editing your Collection

Let's say you've added something to your "Want List". You've worked the internet and arranged for a trade where you will get that game. There is **NO NEED TO RE-ENTER ALL OF YOUR GAME INFORMATION**!

Simply go to your "Want List" and find the game that you will soon be receiving. If you are logged in, you will notice an "Edit" link on the far right. Click this link. You will be taken to a page that looks very similar to your Game Entry page, only this time, all the information is there.

Make any updates you need, then go to the bottom of the page and change the drop-down to "On the Way". This tells the site to remove the game from your "Wanted" list and put it on your "On the way" list.



Same thing applies when you receive the game. Go to your "On the way" list and click edit. Select "Own" in the drop down box. It's easy to move a game from one list to another without re-entering all the information again!

If the game should not be listed publicly, choose "Private". This will keep the game from your public list and will not return the game if a user does a search.

Deleting a game from your collection

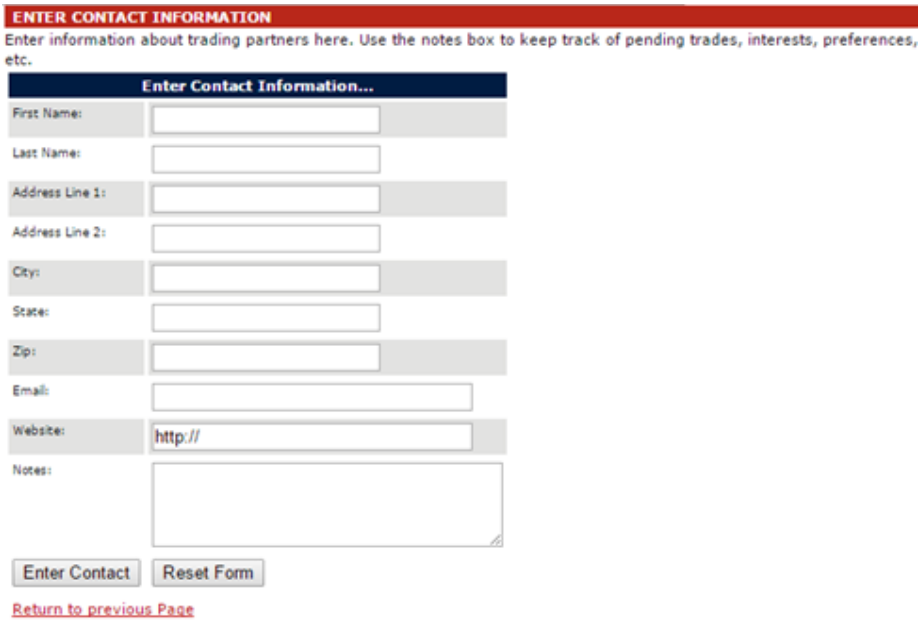
Either you made a mistake, or you've gotten rid of the game for some reason, but now you don't want to see it reflected in your collection. Click the "GAME DELETE" link on the left-hand side. Place a check mark in the box in the "Delete?" column next to the game or games you wish to **PERMANENTLY** remove from your collection. Click the "Submit" button, and the game is gone.

Contacts

The website provides you with your own private address book. Keep important information about your trading partners online with your collection. Name, address, email address, website address – and a “Notes” field where you can keep any information you want about someone - maybe that they prefer DVD over VHS, maybe they have excellent quality stuff, or maybe it is just so-so. Anything you want to remember about a trading partner can go here.

Contact Entry

Click the “CONTACT ENTRY” link on the left-hand side. You will get a blank form like the one shown to the right. Simply fill out the information and click the “Enter Contact” button.



To view your list of contacts, simply click the “CONTACT LIST” link on the left-hand side. You will get your complete list of contacts, with links to email them directly, visit their website directly (if they have one) and View/Edit the information you have stored for them.

Deleting Contacts

To delete a contact, click the “CONTACT DELETE” link on the left-hand side. Similar to Deleting games in your collection, place a check in the checkbox next to the contacts you wish delete and hit the submit button.

Subscriptions

Subscriptions are automated notices sent to you whenever another collector on the site enters something of interest to you. If you are a big fan of the NY Mets, you can “subscribe” to be notified via email anytime another collector enters a game involving the Mets. The email contains a link directly to that game.

Subscriptions work much the same way as Games and Contacts. There is an Entry, List and Delete screen to help you get what you need. To subscribe to a team, select the “SUBSCRIPTION ENTRY” link on the left-hand side. Pick a team from the drop-down list and choose E-mail notification (**NOTE: As of 4/10/2015, PM notification is not working**), then click the “Enter Subscription” button.

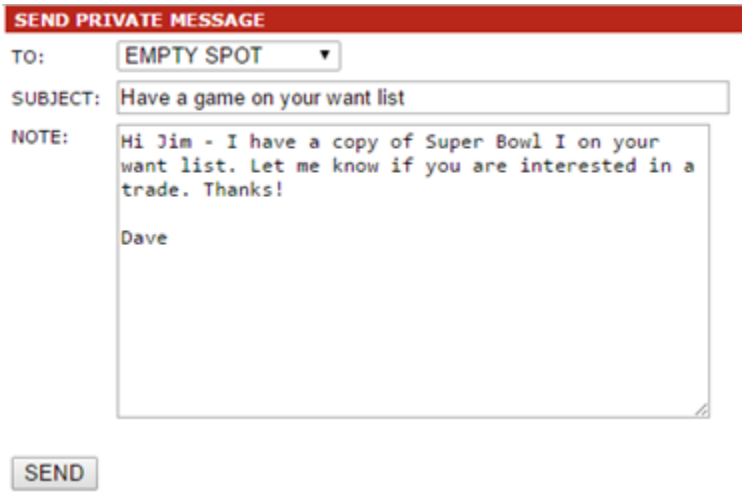
Click “Subscription List” to see the list of teams you are currently subscribed to, how you are being notified and a link to change your subscription.

To delete a subscription, click the “SUBSCRIPTION DELETE” link on the left-hand side. Similar to Deleting games in your collection, place a check in the checkbox next to the subscription you wish delete and hit the submit button.

Sending/Receiving Private Messages

The website also has a feature that allows you to send and receive private messages to other collectors on the site. When you receive a new PM, you will receive an email. Log in to the site and check the “New Messages” link. The number of new messages you have will be in parentheses to the right of the link.

The site will then display all messages in your inbox, with the sender, subject, date sent, date read (if you have already read the message), and links to read or delete the message. Simply click “READ” to read the message – you may also respond to the message by clicking the “Reply to Message” link on that screen.



To send a PM, click the SEND PRIVATE MSG link. A screen similar to the one at left will appear. Simply choose the user you wish to PM from the drop-down list, and enter your subject and text and click the SEND button – the PM is on the way!