

Key Membership And Registration Information

As many Club Officers are changing roles during AGM season, we would like to make you aware of Foireann, highlight key membership and registration tasks for all Clubs on the Foireann system in the upcoming months. We also want to outline the various forms of training and support available.

FOIREANN OVERVIEW

FEATURES

- **Members:** Pay Club membership online and manage personal details
- **Coaches:** Create teams, download team sheets and manage attendance
- **Officers:** Manage Club membership and online registrations in a secure and GDPR-compliant manner
- **Communications:** Send and receive communications through the Foireann mobile app
- **Events:** Schedule and send invites to events and manage attendance

ACCESS

- **Login:** <https://returntoplay.gaa.ie/>
- **Register:** <https://returntoplay.gaa.ie/register>

KEY TASKS

1. REVIEW SYSTEM ACCESS

It is essential for Clubs to manage access to their member's data and either add or remove access rights as roles changes in the Club. Learn more by clicking on these links:

[Assigning/Adding Access to Another Member](#)

[Removing Access from Another Member](#)

2. CORRECT DUPLICATE MEMBERS

Maintaining an accurate list of members is vital for strategic planning, communication, resource allocation, and rule compliance. For a variety of reasons, most Clubs will have duplicate membership records, so the 'Deduplication' functionality in Foireann should be used to correct the relevant records. [More information.](#)

3. UPDATE MEMBERSHIP OPTIONS

This article shows Club Administrators how to update their Club's membership options for the new season. By following these steps, administrators can ensure that their Club's membership offerings are up to date for the upcoming season, without the need to create new options or manually edit existing ones. [Learn more.](#)

4. UPDATE TEAMS

This article outlines the steps a Club Administrator needs to take to update the current teams listed within the Club on Foireann for the new season. [Details here.](#)

5. POPULATE THE CLUB EXECUTIVE COMMITTEE

Set-up your Club Executive Committee as a group on Foireann, including mandatory Club Officer roles in addition to Club-specific Officer roles.

Though not required to use the system, using this feature clarifies the roles and responsibilities of individuals within a Club and makes it easier for Clubs to access new and upcoming features on Foireann. [More information.](#)

TRAINING AND SUPPORT

Help Centre: Your first resource to find information about Foireann. Every functionality is documented with written instructions, annotated screenshots, and guided video walkthroughs. [Access here.](#)

Webinars: The Foireann webinars give Officers step-by-step demonstrations and Q&A sessions. The full list of webinars is available at: <https://learning.gaa.ie/officertrainingcalendar>

Foireann Help Desk: If you can't get the information you need on the Help Centre, or via a webinar, then the Help Desk is your next option. You can now contact the Help desk via three channels:

1. **Email:** <https://returntoplay.gaa.ie/contact-form>
2. **Mobile App:** Use the in-app Contact Form for quicker responses.
3. **Foireann Community Forum:** Available via the in-app help portal, allowing users to share knowledge and discuss new features.