IMG SYSTEM GLOSSARY FOR BASEBALL

The following is a glossary of terms used in the IMG System that has been simplified relevant to Baseball. Use this for a general understanding of the system.

You should also read Baseball Australia's IMG System Frequently Asked Questions and Answers for Baseball Clubs, in addition to using the Support tab located in your console and the contacts provided at the bottom of this document.

Console (Back-End): The Console is the Club Portal that Administrators (club committee) log into to access all of their Database and Registration. This section you must be added as an administrative user to access the system. This area is also sometimes referred to as the 'back-end'.

Custom Fields Tab: Custom Fields are the additional questions specific to your club that you want to ask your members on the registration form (User Defined Questions). These can be set by your Club when you set up your console

Dashboard: The Dashboard is the overview or a snapshot page that gives you a breakdown of members information showing status, ages etc.

MemberDesq / Front end: MemberDesq is the front-end portal for the Member Database. This is the page that your Members will log into to update their information, make payment for their Membership or access Member Only information.

Member Group: Member Groups are a way of grouping together Members of your club. This has nothing to do with payment and the member does not know if you have placed them in a group. An example of a member group could be Under 14s rep team, Canteen workers etc.

Subscription Type: Subscription Type refers to the payment side of the members information; what division or grade they play in and pay for.

Members Tab: The area of the console where your Members Database is located. From inside the Members Tab you can access anything that is member information

related.

Member Type: Member Types are nationally set categories for reporting on participation in the sport. This is different from a Subscription Type. All subscription types (which a club can re-name and customise) have a one-to-one relationship with the national Member Types. All members of your club will fit into only one member type. Example. u18 who plays seniors registers and pays as a senior subscription but his member type is u18 for reporting correctly.

Merge Fields: Merge Fields is the feature to be able to personalise communication you have with your member by inserting their name, address, membership number etc. into emails and distribution lists.

Order: Order defines which position items will be placed e.g. which item will be the first in the list and which will be tenth.

Public Display: Public Display is the setting that dictates if that item appears to the public on the website or in the Online Store. If set to Public Display - Yes then anyone viewing your site can see the particular item. If set to Public Display - No, then a person must be logged in with a username and password to see that item.

Query Builder: Query Builder is the advanced reporting tool within the Member Database. It enables you to run specific complex reports on your Members

Settlements: Settlements are the monies that are paid into your Club bank account from IMG. All payments made to your Organisation will be settled into your Bank Account between Monday and Wednesday for the period before. The Settlement Period runs from Saturday 12:00am to Friday 11:59pm.

SportsDesq: SportsDesq is the IMG Competition Management Module. It is integrated with all other modules in your console. Competition and League Associations are the primary users of Sportsdesq.

Subscriptions Tab: Subscriptions is the area of the Console where your registration transactions are displayed. This is also where you set up your Subscription Types and generate and pay-off transactions for all your members to make them Financial.

Status: The status icon will be seen throughout the site. A Red Cross means the

member is Inactive. A Green Tick icon means the member is Active. Note that Active and Inactive are different to Financial and Unfinancial. For Baseball, in order to be covered by insurance the member must be Active AND Financial.
Status also refers to items you upload to the console. If a green tick is displayed this means it can be seen, if a red cross is displayed than this item will not be able to be seen.

Themes: Themes are IMG's way of putting together the colour scheme and design of a website page. Themes determine what colours will appear when on your front-end page.

Tiered Organisation (also Tier 1, Tier 2, Tier 3): Tiered Organisations are those Organisations that are utilising the 3 Level setup within the IMG Console, like Baseball. These Organisations are aligned as National (Tier 1), State (Tier 2) and Club (Tier 3)., with tier 1 being the highest.

Additional information and support is available to you:
1. Use the SUPPORT tab in your console to search for a help guide whenever you need it.
2. Contact support@imgstg.com
3. Contact your State Administrator
4. Contact Baseball Australia at membership@baseball.org.au