



**GMS  
Clubhouse**

**Directory**

**Irish Rugby Football Union**

10-12 Lansdowne Road | Ballsbridge | Dublin 4 | D04 F720

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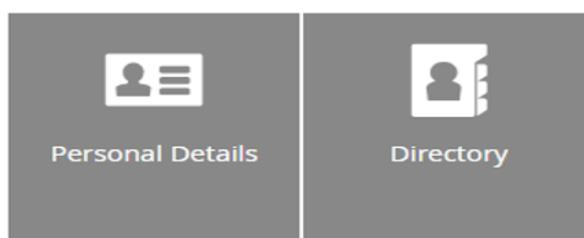
[www.irishrugby.com](http://www.irishrugby.com)   



## Introduction

The Directory module enables all users logged into the system to have a complete list of clubs and provinces that are affiliated to the IRFU. This list enables the user to see the main contact details for the organisation, the main point of contact and they can also email them and apply to join them and become affiliated to the organisation.

From the tile screen following log in, regardless of the role the individuals have, everyone will be able to see the directory



### 1. General

Selecting the directory displays a complete list of clubs and provinces in a grid. The list provides an overview of the organisations. The key data and main contact details.

Reference	Name	Status	Type	Email	Phone	Website	Address	Members	Filters
00000001	Irish Rugby	Active	National Gover...	info@irishrugby.ie	353 1 6473800	www.irishrugby.ie	10-12 Lansdowne Road		
00000095	Connacht	Active	Branch						
00000094	Leinster Rugby	Active	Branch		00353 1 2693224		Newstead Building A Uic		
00000093	Munster Rugby	Active	Branch						
00002933	Test Branch	Active	Branch	testbranch@email.com	353 1231 123123123	www.testbranch.com	Address1 Address2 Adc	1	
00000096	Ulster Rugby	Active	Branch	standup@ulsterrugby.com			85 Kingspan Stadium B'		
00002256	ABBEYFEA	Active	Club						
00002352	Abroad	Active	Club						
00002237	Academy R.F.C.	Active	Club			http://www.academyrfc...	Academy Sports Club H		
00005591	Agen RFC	Active	Club						
00002220	AIB R.F.C.	Active	Club						
00002492	An Ghaeltacht	Active	Club						

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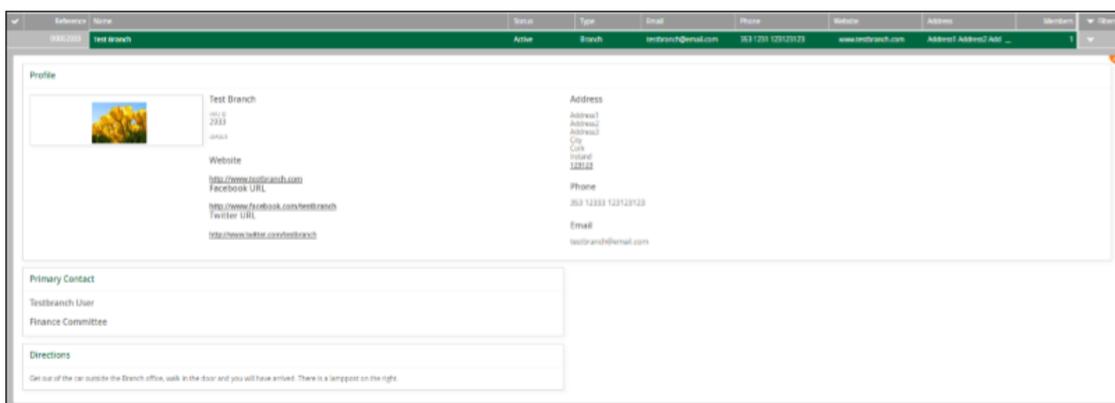


IRFU

Rather than having to scroll through a list of hundreds of organisations, the grid can be filtered to allow the individual to search for the organisation much quicker. Simply selecting the filter, enter the search criteria i.e Club Name, followed by Search.



A user can choose to select the arrow next to the organisation to expand the details and reveal more information about the club or province



## 2. Email

It is possible to select an organisation and send them an email. To complete this process, enter a tick against the club or province and select email



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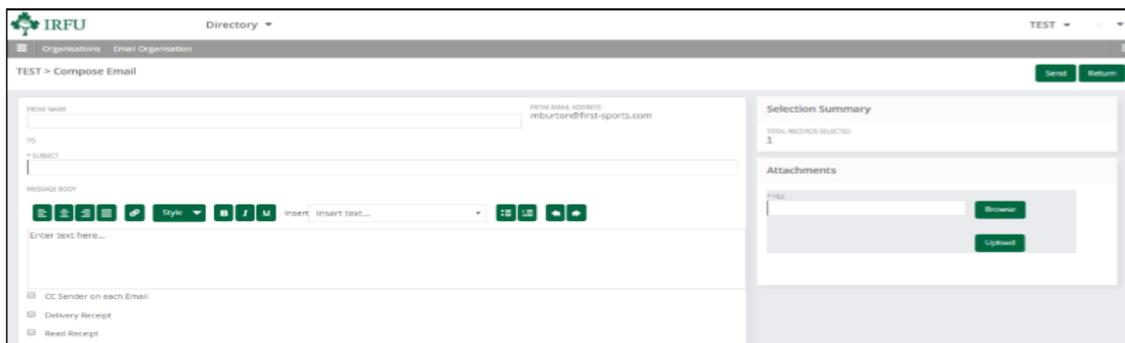
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Following the selection of the email button, an email template will be generated. The individual can then enter text and send the email. The email will be sent to the main point of contact listed in against the club.

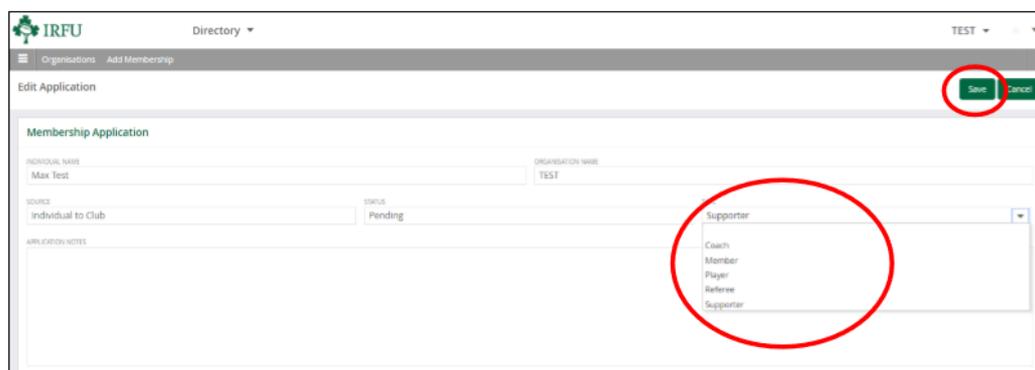


### 3. Apply

Every individual has the ability to Apply to become affiliated to a club or province, this is obviously on the premise that they can log in. Finding the organisation that the individual wants to become affiliated to, the tick against the club or province should be selected, you are then presented with the ability to Apply.



Selecting Apply presents the individual with a screen whereby the individual can state what affiliation they would like to have to the organisation. The page summarises the application, the individual can add accompanying note and state how they wish to be affiliated. Hit save.



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