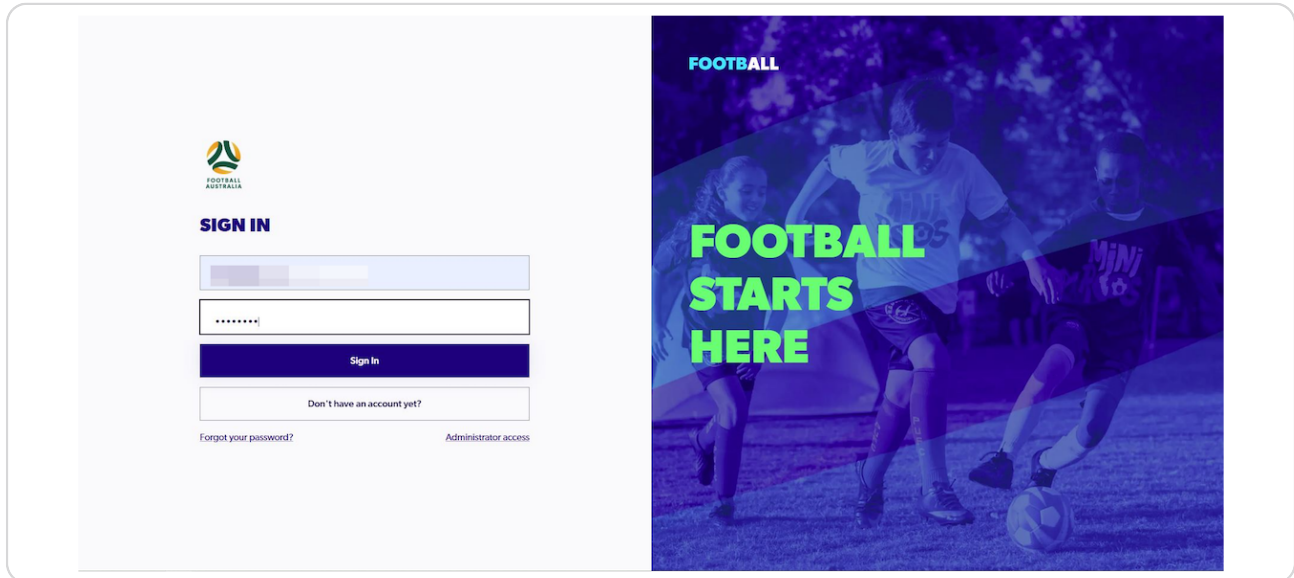
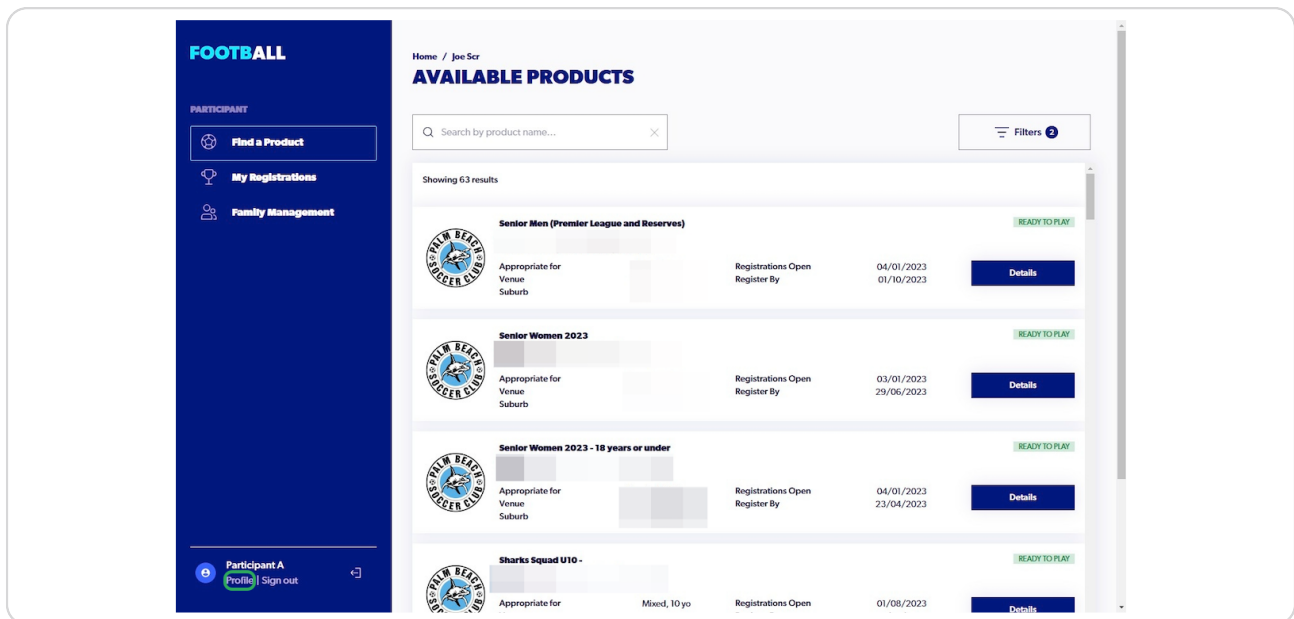


## STEP 1

Sign in to your PlayFootball Account

## STEP 2

## Click on "Profile"



### STEP 3

#### Click on "Supporting Documents"

1120001

My Registrations

Contact Number

Email Address

Transaction History

Family Relationships

Supporting Documents

Suspensions

### STEP 4

#### Click on "Add New WWCC"

FOOTBALL

PARTICIPANT


Find a Product

My Registrations

Family Management

Participant A  
Profile | Sign out

Home / Joe Scr



**JOE SCR**  
FFA Number: 1120001  
[View My Registrations](#)

Date of Birth  
2002-01-10

Contact Number  
0411111111

Home Address  
1/110 High Street, Sydney,  
QLD 2000

Email Address  
a@b.com

Primary Information

Transaction History

Family Relationships

Supporting Documents

Suspensions

**WORKING WITH CHILDREN CHECK**

[Add New WWCC](#)

Here are your current working with children checks

State	Type	Card No.	Approved	Expiry	Status
VIC	Volunteer	0135681078	-	15/05/2023	PENDING
QLD	Volunteer	WWCC12354	21/06/2023	21/06/2026	ACTIVE
ACT	Volunteer	0	-	25/08/2023	PENDING
WA	Volunteer	123	-	31/08/2023	PENDING

**OTHER DOCUMENT**

[Add New Others](#)

Here are your current other documents

PLAY FOOTBALL

3 of 8

## STEP 5

Click on "Select a state"

The screenshot shows a web application interface for adding a new working with children check. The background is a dark blue sidebar with navigation links: "PARTICIPANT", "Find a Product", "My Registrations", and "Family". The main content area has a header with a logo, "FFA Number: 1120001", and a "View My Registrations" button. Below the header, the form is titled "ADD NEW WORKING WITH CHILDREN CHECK" and includes the instruction "Enter your working with children check details:". The form contains three main sections: a dropdown menu for "Select a state" (highlighted with a green border), a dropdown menu for "Type of Check", and a "Document Type" field set to "WWCC". At the bottom of the form are "Cancel" and "Add Working" buttons. A table at the bottom of the page shows the following data:

State	Volunteer	Count	...
ACT	Volunteer	0	-

## STEP 6

Click on "Type of Check"

The screenshot shows the same web application interface as in Step 5, but now the "Type of Check" dropdown menu is highlighted with a green border. The "Select a state" dropdown now shows "New South Wales" as the selected option. Below the "Type of Check" dropdown, there is a red error message that reads "Type of check is required". The "Cancel" and "Add Working" buttons remain at the bottom of the form. The table at the bottom of the page now shows two rows of data:

State	Volunteer	Count	...
ACT	Volunteer	0	-
WA	Volunteer	123	-

## STEP 7

### Enter the Card Number and Issue/Expiry Dates

FOOTBALL PLAY

PARTICIPANT

Find a Friend

My Register

Family

Select a state  
New South Wales

Document Type  
WWCC

Type of Check  
Paid: Hobby

Enter document details:

Card number  
WWC

Issue date

Issue date is required

Expiry date

Expiry date is required

Upload your working with children check based on the information you provided above.

Upload a Working with Children Check Document

## STEP 8

### Click on "Upload a Working with Children Check Document"

FOOTBALL PLAY

PARTICIPANT

Find a Friend

My Register

Family

Select a state  
New South Wales

Document Type  
WWCC

Type of Check  
Paid: Hobby

Enter document details:

Card number

Issue date

Expiry date

Expiry date is required

Upload your working with children check based on the information you provided above.

Upload a Working with Children Check Document

Document is required

Please ensure that your photo meets the following guidelines.

- Is a valid Working with Children Check
- Is clear, legible and with appropriate lighting
- Is under 5MB in size
- Is either a PDF, PNG or JPG file type

## STEP 9

### Choose a Document or Image from your File

The screenshot shows a web form for uploading a document. A modal dialog box is centered on the screen with the title "UPLOAD A WORKING WITH CHILDREN CHECK DOCUMENT". Inside the dialog, there is a dashed box with a plus icon and the text "DRAG AND DROP A DOCUMENT AND IMAGE" and "Upload a document from your device". Below this are two buttons: "Cancel" and "Upload file". The background form is partially visible, showing fields for "Select a state" (New South Wales), "Document Type" (WWCC), "Type of Check" (Paid: Hobby), "Card number" (WWC), and "Expiry date" (23/11/2023). There is also a section for "Upload your working with children check base" and a list of guidelines for the photo.

## STEP 10

### Click on "Upload file"

This is a close-up of the dialog box from Step 9. It shows the "DRAG AND DROP A DOCUMENT AND IMAGE" section with the text "Upload a document from your device". Below this is a large, light gray rectangular area for dropping the file. At the bottom of the dialog are two buttons: "Cancel" and "Upload file". The "Upload file" button is highlighted with a green border, indicating it is the target for the next step.

## STEP 11

Click on "Add Working with Children Check"

The screenshot shows a mobile app interface for 'FOOTBALL'. On the left is a dark blue sidebar with icons and text: 'PARTICIPANT', 'Find a Product', 'My Registrations', 'Family Management', and 'Participant A Profile | Sign out'. The main screen is a light grey form titled 'Working with children check document Preview'. At the top, there's a field for 'Expiry date' with the value '23/11/2023'. Below this is a text prompt: 'Upload your working with children check based on the information you provided above.' The central part of the form shows a preview of a document with the title 'Working with children check document Preview' and a 'Change' button below it. At the bottom, there's a light blue box with a list of guidelines for the photo: 'Please ensure that your photo meets the following guidelines.' followed by four bullet points: 'Is a valid Working with Children Check', 'Is clear, legible and with appropriate lighting', 'Is under 5MB in size', and 'Is either a PDF, PNG or JPG file type'. Below this is a 'Please Note: Any inappropriate photos may result in your registration being declined.' At the very bottom of the form are two buttons: 'Cancel' and 'Add Working with Children Check'.

## STEP 12

Once the WWCC has been updated, you will see the following pop up

The screenshot shows the 'FOOTBALL' app interface after a successful update. A green notification banner at the top right says 'Your WWCC has been updated successfully.' with a close button. The user's profile is shown at the top: 'JOE' with a logo, 'FFA Number: 1120001', and a 'View My Registrations' button. Below the profile are fields for 'Date of Birth', 'Home Address', 'Contact Number', and 'Email Address'. The main content area has tabs for 'Primary Information', 'Transaction History', 'Family Relationships', 'Supporting Documents', and 'Suspensions'. The 'Supporting Documents' tab is selected, showing a section titled 'WORKING WITH CHILDREN CHECK' with a sub-header 'Here are your current working with children checks'. To the right of this section is a button 'Add New WWCC'. Below is a table with columns: 'State', 'Type', 'Card No.', 'Approved', 'Expiry', and 'Status'. The table contains four rows of data. Below the table is a section titled 'OTHER DOCUMENT' with a sub-header 'Here are your current other documents' and a button 'Add New Others'.

State	Type	Card No.	Approved	Expiry	Status
VIC	Volunteer	0135681078	-	15/05/2023	PENDING
QLD	Volunteer	WWCC12354	21/06/2023	21/06/2026	ACTIVE
ACT	Volunteer	0	-	25/08/2023	PENDING
WA	Volunteer	123	-	31/08/2023	PENDING

**PLAY FOOTBALL**