

Cumann Pheadair Naofa Texting Guidelines

24/5/2011

1. Keep messages short, simple, and factual
2. Make sure to clearly include WHAT, WHERE, WHEN
3. Make it clear which team the message is from.
Remember that some mobiles will receive messages from a number of different teams.
4. Double-check the message before you send it.
It is much easier to get the message right first time than to send further messages that can lead to confusion.
5. Only send messages to your own team.
Use the texting capability only to send messages to the team you are organising not to any of the other club teams.

e.g.:

CPN U10 Football training will be on at 11:15am on Sunday 11th April at St Mark's

If you have any questions please don't hesitate to contact Colm Kernan by calling/texting 07801 850900 or emailing colm@kernan.eu

How to use the system

Click on: <https://people.gaa.ie/admin/login.jsp>

Enter your username and password

As per picture below, click on the "Communications" on the left, then the "Send Message" tab to take to to where you send SMS messages from.

The screenshot displays the GAA Management System interface. At the top, the header reads "GAA Management System" with the user "Eoin Magennis" and "Cumann Pheadair Naof..." logged in. A navigation bar contains "Dashboard", "Send Message" (highlighted with a red box), and "SMS History". On the left sidebar, "Communications" is also highlighted with a red box. The main content area shows a "Location: Send Message" header and a two-step process: "Step 1 Add Message Details" and "Step 2 Specify Recipients". Below this, a notification shows "Remaining Credits: 22846.34". The "Message Type" section has "SMS" selected with a checked checkbox and "Email" with an unchecked checkbox. A "Message:*" text input field is visible at the bottom.