

Create your Programme(s)

All Stars Cricket and Dynamos Cricket programmes are set-up through the Clubspark system. Following the public launch, these programmes will be available to search and book on as long as the **Organisation checklist** and the programme's **Main Programme Activator checklist** are fully completed and approved. Please see below for information on creating programmes. A more detailed version of this guidance, with screenshots is available [here](#) and a video guide is available [here](#).

1. Access Programmes through your club's Clubspark account

- To access Programmes you will need to log in to your account on Clubspark and click into the 'coaching' tab on the left hand side. Log-in here: <https://ecb.clubspark.uk/Admin>
- Under the section titled 'Junior' select the programme type that you would like to set-up.
- Click the blue 'Create new course' tab

2. Complete Programme details

- Set the status of your programme to:
 - Public: your course can be found on the public website once this launches and anyone can sign up
 - Hidden: your course will not be visible on the public website so no one can sign up
 - Direct link only: people can only sign up to your course if you send them a direct link (once you are in your 'current programme', the direct link will be at the bottom of the page)
 - Archived: your course will be cancelled, archived and no longer available to sign up to
- Once you have selected your status, you will need to fill in the rest of the information:
 - Input a reference for your club/programme
 - Select the Gender type
 - The course will have a fixed description but you can add more information in 'Description' about your sessions (e.g. if there are extra sessions past the designated 8 sessions)
 - The course will have a default confirmation message but again, you can add more information in 'Additional confirmation' this will be displayed in the confirmation email that gets sent out to parents once they've booked
 - Under the section for 'Costs', you have the option to amend the price you will be charging as a club to take part in the All Stars/Dynamos Cricket sessions. The initial price of £50 is the RRP for both National Youth Programmes.
 - Under the section for 'Session Defaults', you can select the Main Programme Activator for your sessions, by selecting a name under the Activator drop-down. Only activators that have been manually input in to your club's profile will show on this drop-down. And the chosen Main Programme Activator must have a completed Activator checklist before the programme can go live.
 - You can also change the session start time and its duration here. Please note that if you are amending the time/duration of your session, you need to tick the box marked 'Update upcoming sessions', to make the change effective immediately and to make sure that all sessions are updated accordingly. Please note that this is a 24-hour clock so make sure you select the correct time.