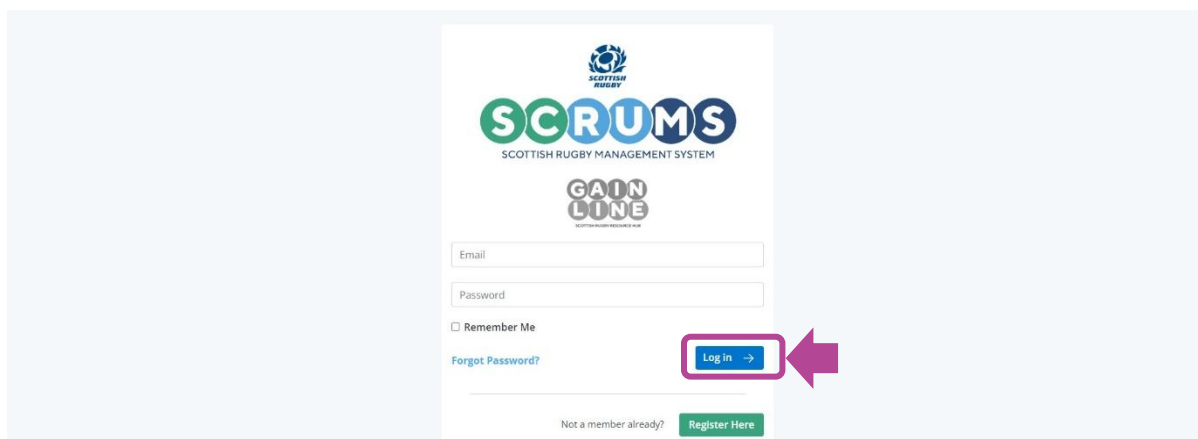


ACCESS & MANAGE A MO PROFILE

This guide will detail how a SCRUMS user can access and manage their **Match Official Profile** in SCRUMS, the Scottish Rugby User Management System.

STEP 1

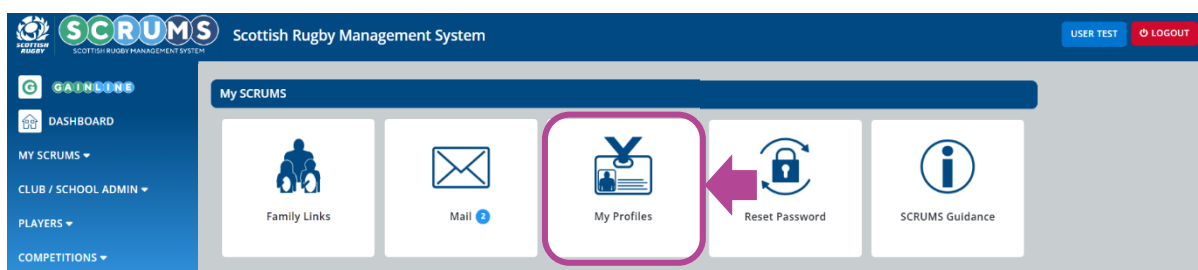
To access a **Match Official Profile**, please [login to your own SCRUMS Account](#) from the SCRUMS main login page [HERE!](#)



The screenshot shows the SCRUMS login page. At the top is the Scottish Rugby logo and the SCRUMS logo with the text 'SCOTTISH RUGBY MANAGEMENT SYSTEM' and 'GAIN LINE'. Below this are input fields for 'Email' and 'Password'. There is a checkbox for 'Remember Me' and a link for 'Forgot Password?'. A 'Log in' button with a right arrow is highlighted with a red box and a red arrow pointing to it from the right. Below the login fields is a link 'Not a member already?' and a 'Register Here' button.

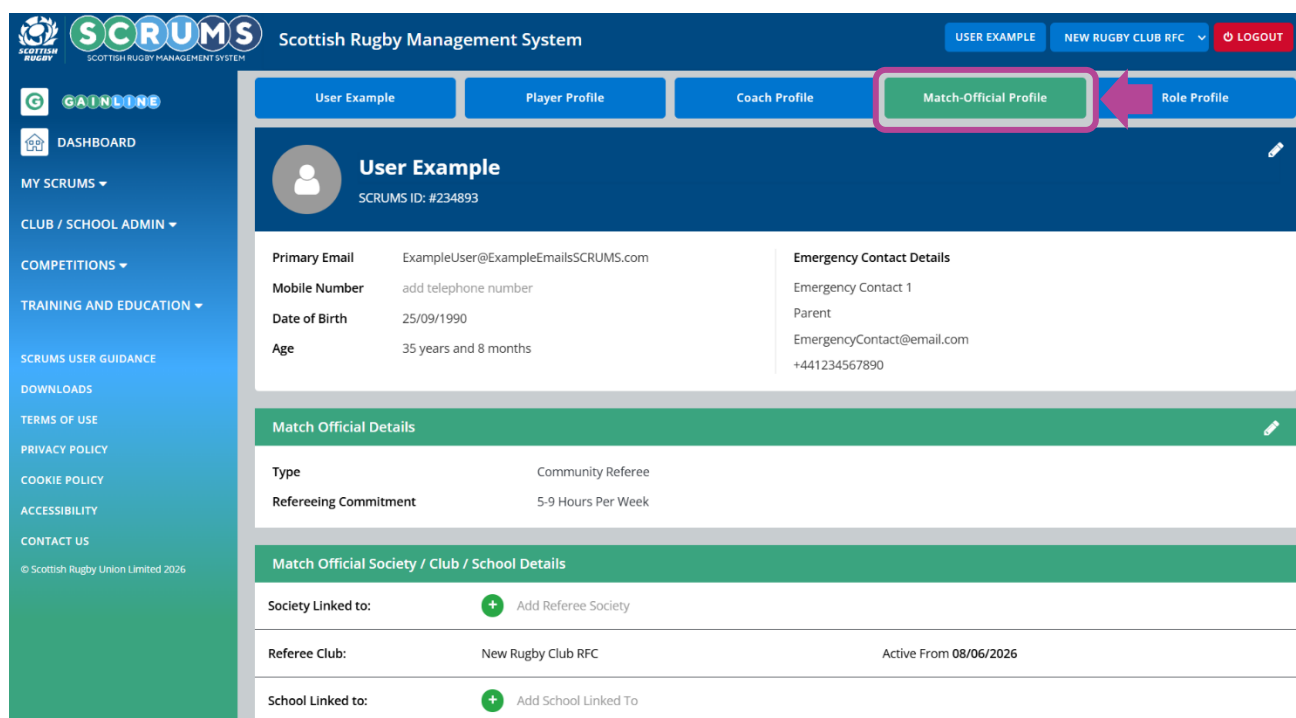
STEP 2

From the SCRUMS Main Dashboard Click the **My Profiles** tile.



STEP 3

The **Match Official Profile** registered under your account will be presented within the **My Profiles** section. To view and manage a match official profile click on the **Match Official Profile** tab.



The screenshot shows the SCRUMS Scottish Rugby Management System interface. The top navigation bar includes the SCRUMS logo, the text "Scottish Rugby Management System", and buttons for "USER EXAMPLE", "NEW RUGBY CLUB RFC", and "LOGOUT". The left sidebar contains a "GAINLINE" logo, a "DASHBOARD" button, and a "MY SCRUMS" dropdown menu with options for "CLUB / SCHOOL ADMIN" and "COMPETITIONS". Below this is a "TRAINING AND EDUCATION" dropdown and a "SCRUMS USER GUIDANCE" section with links for "DOWNLOADS", "TERMS OF USE", "PRIVACY POLICY", "COOKIE POLICY", "ACCESSIBILITY", and "CONTACT US". The main content area shows the "Match Official Profile" tab selected, with a pink arrow pointing to it. The profile details for "User Example" (SCRUMS ID: #234893) are displayed, including Primary Email, Mobile Number, Date of Birth, Age, Emergency Contact Details, Match Official Details (Type: Community Referee, Refereeing Commitment: 5-9 Hours Per Week), and Match Official Society / Club / School Details (Society Linked to: Add Referee Society, Referee Club: New Rugby Club RFC, Active From 08/06/2026, School Linked to: Add School Linked To).

MANAGE MATCH OFFICIAL PROFILE

From your **Match Official Profile**, you can:

- **Edit** Match Official Profile Details
- **Add or Remove** Society / Clubs / Schools
- **Edit** Medical Details and Emergency Contact Information
- **View** your Appointed Fixture History and Qualifications List

EDIT PROFILE DETAILS

Edit Match Official Profile Details from the Profile Header by clicking the **Pencil Icon**, as highlighted.

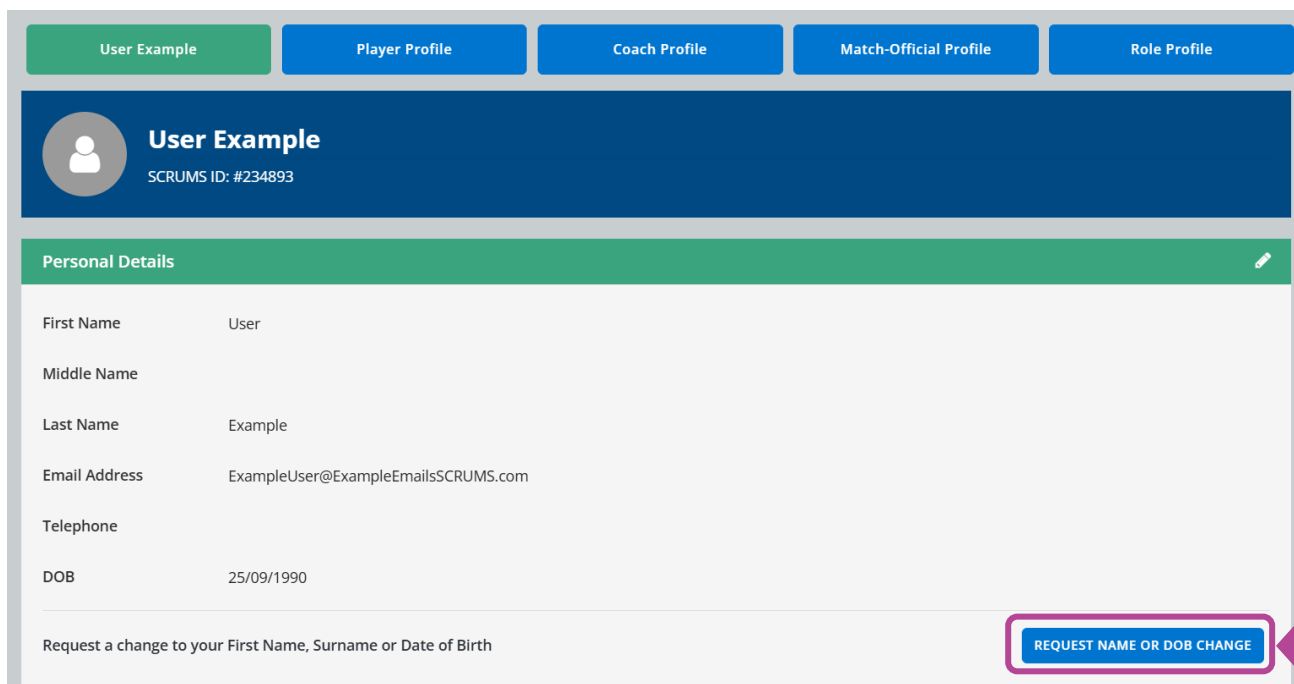


	User Example SCRUMS ID: #234893
Primary Email	ExampleUser@ExampleEmailsSCRUMS.com
Mobile Number	add telephone number
Date of Birth	25/09/1990
Age	35 years and 8 months
Emergency Contact Details	
	Emergency Contact 1
	Parent
	EmergencyContact@email.com
	+441234567890

This will take you to the **Personal Details** section of your account where you can update your **Personal Details**, **Demographic Details** and **Address Details**.

PLEASE NOTE: If you wish to make a change to your First Name, Surname or Date of Birth please use the **REQUEST NAME OR DOB CHANGE** button as highlighted.

After making any changes press **SAVE**. To return to your **MO Profile** Click on the **Match Official Profile** tab.



User Example
SCRUMS ID: #234893

Personal Details

First Name	User
Middle Name	
Last Name	Example
Email Address	ExampleUser@ExampleEmailsSCRUMS.com
Telephone	
DOB	25/09/1990

Request a change to your First Name, Surname or Date of Birth

REQUEST NAME OR DOB CHANGE

ADD OR REMOVE CONNECTIONS

From the **Match Official Society / Club / School Details** section you can **Add or Remove** Registered Society / Club / School connection by clicking the green add button or red remove button.

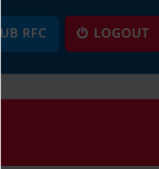
Match Official Society / Club / School Details		
Society Linked to:	 Add Referee Society	
Referee Club:	 Rugby Club RFC	Active From 11/06/2026
School Linked to:	 New Rugby School	Active From 11/06/2026

To **Add** a society / club / school:

- Click on the **green** add button as highlighted.
- Begin typing in the search box to bring up related club / schools.
- From the list select the club or school you would like to add and press SAVE



Add a Club / School Registration



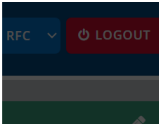
UB RFC  LOGOUT

To **Remove** a society / club / school:

- Click on the **red** remove button as highlighted.
- Click **YES** to remove the active club / school connection and move it into inactive match official history.



Are you sure you wish to make this registration inactive and move to registration history?



RFC   LOGOUT



EDIT MEDICAL DETAILS / EMERGENCY CONTACT

From the **Medical Details** section you can [edit](#) Medical Details and Emergency Contact Information by typing into the existing text boxes.

Medical Details

Medical Details

Not Applicable

1st Emergency Contact Details

Club User Test

Parent

ClubUserTest@gmail.com

01234567890

2nd Emergency Contact Details

Contact Full Name

Select relation

Contact Email Address

Contact Telephone

VIEW QUALIFICATIONS LIST

You can also [View](#) your **Qualifications** along with any other related information based on your participation.

Qualifications List			
Filter by Qualification Area		All areas	
Qualification Area	Qualification Name	Status	Details
Rugby Right	RugbyRight 2025/26	Complete	VIEW
Rugby Right	Rugby Right 2024/25	Complete	VIEW
Coaching	UKCC - Level 1	Complete	VIEW
Coaching	UKCC - Level 2	Complete	VIEW
Medical	Pre-course E-Learning modules for SCRUMCAPS First Aid (Level 1)	Complete	VIEW
E-Learning	Clean Sport	Complete	VIEW

For any further guidance please contact scrums@sru.org.uk



VIEW APPOINTED FIXTURE HISTORY

Match Officials can view their **SCRUMS** Appointed Fixture History from the **Fixture History** section of their match official profile.

Fixture History			
Recorded Fixture History Per Season		Season 2025-2026	
Date	Competition	Home (Club & Team)	Away (Club & Team)
10/08/2025	Boy's East Region Youth & Schools	New Rugby Club RFC	Test Club (Team Names)
	Friendly Fixtures	Boys U18 1st XV	Series Event (Boys)
Total fixtures for chosen season: 1			