

PUBLIC
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SAP Sports One Setup and Administration

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THE BEST RUN SAP

1 What's in the Admin Guide?

Welcome to the admin guide. The guide is the perfect companion for admins and team admins. The guide takes you through the process of initially accessing SAP Sports One. It also shows you how to customize SAP Sports One so it fulfills your requirements.

2 The Initial Set Up of SAP Sports One

The process includes accessing your global account on SAP Business Technology Platform, activating your user account, importing data from Heimspiel, and – optionally – connecting SAP Analytics Cloud.

Here's a closer look at the steps we need to complete:

1. Setting up SAP Sports One on SAP Business Technology Platform [page 3]
2. Activating your SAP Sports One user account [page 6]
3. Finalizing the system setup and importing Heimspiel data [page 7]
4. And, if you want to use SAP Analytics Cloud in combination with SAP Sports One, you'll need to complete a few additional setup steps [page 8].

2.1 SAP Sports One Runs in the Cloud

SAP Sports One runs in the cloud, specifically on SAP Business Technology Platform. Before we set up SAP Sports One on the platform, let's quickly familiarize ourselves with it.

What is the SAP Business Technology Platform?

Good question! In cloud computing, an application like SAP Sports One doesn't run on your computer but in a data center that you access with the internet. But SAP Sports One isn't alone in this big data center – it runs in an SAP-managed environment, called SAP Business Technology Platform – or SAP BTP for short. The platform provides stability, security, and thousands of essential background tools and processes.

You can think about SAP Sports One running on SAP BTP like living in an apartment block. You have your apartment within the building, but the building provides many shared facilities that all the apartments use, like a lift, a secure entrance, and a caretaker who maintains the building. On SAP BTP, your club or association has its own space – like an apartment – called a global account. And just like how an apartment is split into smaller rooms, your global account is split into subaccounts, with each subaccount dedicated to running one application, like SAP Sports One.

What's next?

In the next steps (linked below), you'll gain access to your global account on SAP BTP. You can then set up SAP Sports One to run in a subaccount.

Related Information

Receiving a Welcome Email for the SAP Business Technology Platform [page 4]
Accessing your Global Account and Setting up SAP Sports One [page 4]

2.1.1 Receiving a Welcome Email for the SAP Business Technology Platform

After purchasing SAP Sports One, the IT Contact at your club or association receives an email. The email lets the IT contact access your club or association's global account on SAP BTP.

> **Note**
>
> If your club or association already uses an SAP product that runs on SAP BTP, the IT Contact won't receive another welcome email.

FAQs

- **Who is the IT Contact at my club or association?**
  If you're unsure, go to SAP Support and log in with your S-User. Then click on your name (top right) and go to *My Important Contacts* .
- **The IT Contact has left or is unknown. What should I do?**
  Contact SAP. We can help you.

Related Information

Accessing your Global Account and Setting up SAP Sports One [page 4]

2.1.2 Accessing your Global Account and Setting up SAP Sports One

Let's get SAP Sports One up and running in your global account on SAP Business Technology Platform.

About this task

During the setup, you'll connect your global account to a user authentication tool that's called SAP Identity Authentication service. This helpful service makes sure that only the right people can log in to SAP Sports One. The service's standard configuration is a great starting point but you can adjust many settings to suit

your requirements. For more information, see More Information about the SAP Identity Authentication Service [page 6].

> **Note**
>
> If you already use the SAP Identity Authentication service with a different SAP product, follow the second how-to steps.

Before you begin

- The IT Contact at your club or association needs to have received the welcome email to the SAP BTP.
- Only the IT Contact has the initial authorization to set up your global account on the SAP BTP.

Steps

1. Create a subaccount within your global account (in video 00:00).

   > **Note**
   >
   > Region (data center) selection:
   > - *cf-eu10*: select if your club or association is in Europe.
   > - *cf-us10*: select if your club or association is in North or South America.
   > - *cf-eu11*: only select if your club or association has signed a specific contract for eu-11 (EU Access).
   > - *cf-ap11*: select if your club or association is in Asia.
   >
   > If you're unsure which region to select, don't hesitate to ask us.

2. Assign SAP Sports One to the subaccount (in video 01:07)
3. Assign the SAP identity provider (the Identity Authentication service) to the subaccount (in video 01:50 stamp).
4. Establish trust between SAP Sports One and the SAP identity provider (the Identity Authentication service) (in video 03:06).
5. Subscribe to SAP Sports One (in video 03:30).

   > **Note**
   >
   > When entering your Heimspiel ID, enter **`cl`** before the ID, as shown in the video.

Steps – follow if you already uses the SAP Identity Authentication service

1. Create a subaccount within your global account (in video 00:00).

   > **Note**
   >
   > Region (data center) selection:
   > - *cf-eu10*: select if your club or association is in Europe.
   > - *cf-us10*: select if your club or association is in North or South America.
   > - *cf-eu11*: only select if your club or association has signed a specific contract for eu-11 (EU Access).
   > - *cf-ap11*: select if your club or association is in Asia.

> If you're unsure which region to select, don't hesitate to ask us.

2. Assign SAP Sports One to the subaccount (in video 01:07).
3. Establish trust between SAP Spots One and the SAP identity provider (in video 01:52).
4. Subscribe to SAP Sports One (in video 02:17).

> ### Note
>
> When entering your Heimspiel ID, enter **`cl`** before the ID, as shown in the video.

Related Information

Activating your SAP Sports One User Account [page 6]

2.1.3 More Information about the SAP Identity Authentication Service

The standard configuration of the SAP Identity Authentication service is sufficient, especially to begin with. But you can customize many settings to suit your requirements.

You might find the following topics especially interesting:

- **Adding another admin:** Give a colleague administration rights for the SAP Identity Authentication service. Click here for more information.
- **Customizing colors and branding:** Customize the sign in screen of SAP Sports One. Click here for more information
- **Defining a password policy:** Adjust the standard password policy to fit your requirements. For example, you can insist that people change their password every 3 months. Click here for more information.
- **Two-factor authentication:** By enabling two-factor authentication, you can make the process of signing in to SAP Sports One even more secure. You can enable two-factor authentication for all users of SAP Sports One or just for users who have access to confidential information. Click here for more information.
- **Customized emails:** You can customize the emails that the SAP Identity Authentication service sends to people for various scenarios, such as user account activation. Click here for more information.
- **Simplify signing in with "remember me":** Let people select the "Remember me" option so they don't need to enter their email address and password each time they sign in. Click here for more information.

2.2 Activating your SAP Sports One User Account

Activate your user account for SAP Sports One so you can sign in for the first time.

Before you begin

- By setting up SAP Sports One on the SAP Business Technology Platform [page 4], you have received an email to activate your user account for SAP Sports One.

> **Note**
>
> If you already have an active user in your club or association's existing identity provider, you won't receive an email and you can skip this step.

Steps

1. In your account activation email, click the activate account button.
2. Enter a password and finalize your account activation.

Related Information

Finalizing the System Setup and Importing Heimspiel Data [page 7]

2.3 Finalizing the System Setup and Importing Heimspiel Data

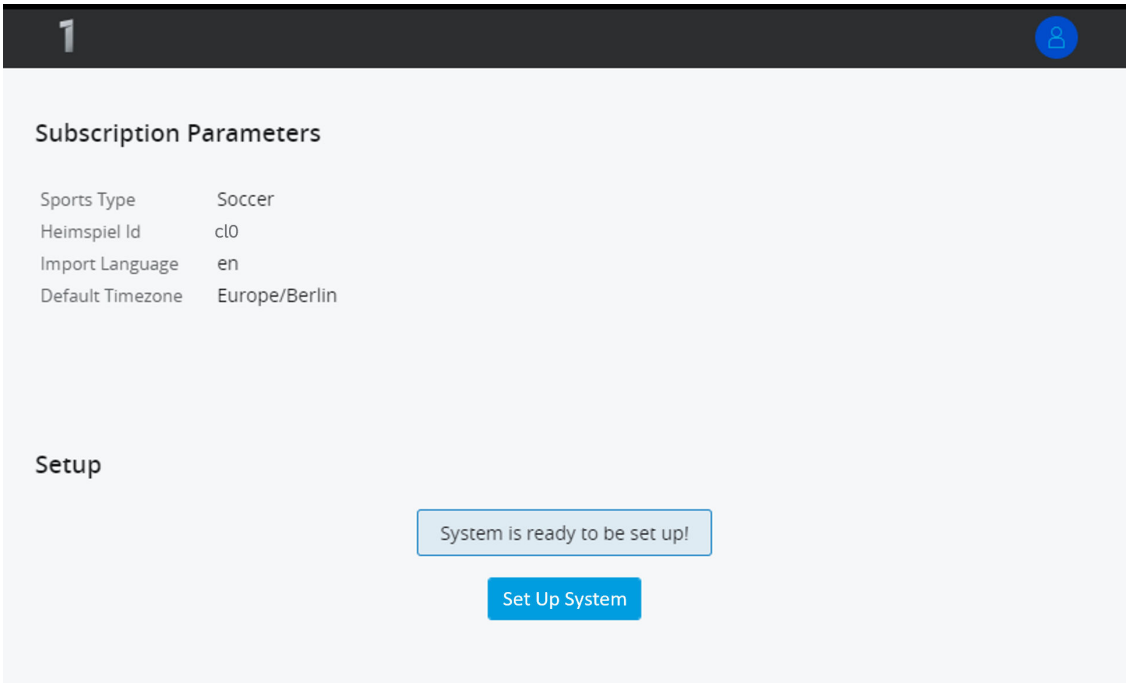
Importing data from Heimspiel turns an empty SAP Sports One system into a system full of up-to-date information about players, coaches, competitions, matches and much more. After the initial import, data is continually imported from Heimspiel.

Before you begin

- You've activated your SAP Sports One user account [page 6].
- You've completed the setup of SAP Sports One on the SAP BTP [page 4].

Steps

1. In your web browser, enter your SAP Sports One URL and add **`/setup`** at the end. For example: https://fcjupiter.eu10.sportsone.cloud.sap/setup.
   The system setup webpage opens.
2. Click *Set Up System*.
   The process of importing Heimspiel data now starts. Data about your club and players will be available in your SAP Sports One system soon. Importing match and competition data can take hours or days, depending on the amount of data you've requested from Heimspiel.



Great! You've completed the initial setup of SAP Sports One. You can now log in to SAP Sports One using your system URL or clicking the link in your user-account activation email.

Next Steps

If you want to use SAP Analytics Cloud with SAP Sports One to analyze data, you need to complete an additional setup step. For more information, go to Setting Up SAP Analytics Cloud with SAP Sports One [page 8].

To find out how to give your colleagues and players access to SAP Sports One, see Manually Creating Players, Staff Members and Contacts [page 10].

2.4 Setting Up SAP Analytics Cloud with SAP Sports One

To connect the two applications together, you need to connect SAP Analytics Cloud with the SAP Identity Authentication service, and you need to establish a SAP HANA Live connection with SAP Analytics Cloud.

Connecting SAP Analytics Cloud with your SAP identity provider

By connecting SAP Analytics Cloud and the SAP identity provider, you and your colleagues can seemlessly log in to SAP Sports One and SAP Analytics Cloud without entering your password twice.

Before you begin

- You need to have the system owner role in SAP Analytics Cloud.

- You need to have the admin role in the SAP identity provider.
- You need an active user in SAP Sports One that uses the same email address as your user for SAP Analytics Cloud.

Steps

1. Download metadata file from SAP Analytics Cloud (in video 00:00).
2. Upload the metadata file in the SAP identity provider (in video 00:40).
3. Choose email address as the preferred login method (in video 01:24)
4. Download the metadata file from the SAP identity provider (in video 01:47)
5. Upload the metadata file in SAP Analytics Cloud (in video 02:04)
6. Map users between SAP Analytics Cloud and the SAP identity provider (in video 02:13)

Establishing the SAP HANA Live Connection with SAP Analytics Cloud

In this video, we'll show you how to establish the SAP HANA Live conection.

Before you begin:

You'll need the URL of your SAP Sports One system.

Steps

3 People Creation and User Management

3.1 Manually Creating Players, Staff Members and Contacts

Thanks to the data import from Heimspiel, thousands of players from across the world are automatically created in SAP Sports One. But sometimes you still need to manually create people, especially staff members and young players.

There are three main reasons for creating people:

- **User management**: Before you can give someone a user to access SAP Sports One, the person needs to exist in the system.
- **Organizational accuracy**: Creating people in the system helps you to create an accurate record of your players, employees and contacts.
- **Scouting**: To create scouting requests and scouting reports for a player or coach that doesn't exist in SAP Sports One.

> → Tip
>
> To create people individually, follow one of the step-by-step instructions linked below. Alternatively, to create lots of people in one, like dozens of youth players, follow the steps in Uploading People en Masse [page 15].

Related Information

Creating a Player [page 10]
Creating a Staff Member [page 12]
Creating a Contact [page 14]

3.1.1 Creating a Player

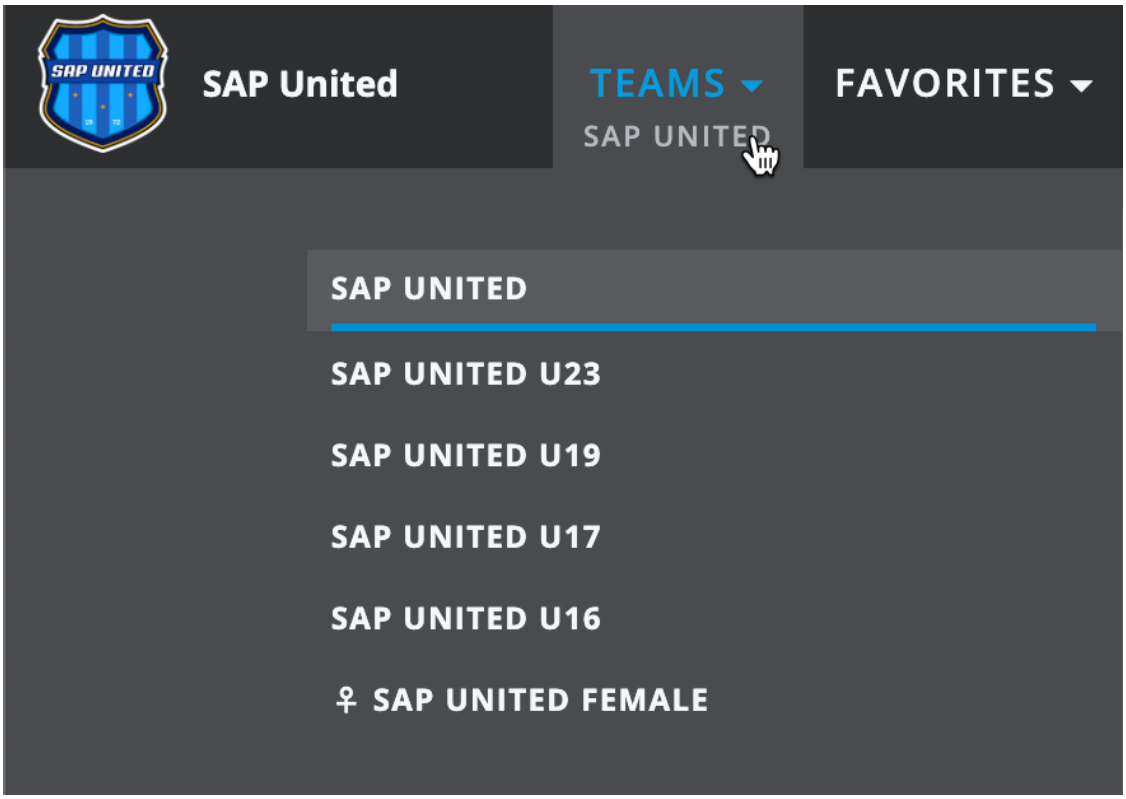
You can easily create a player if they're not in SAP Sports One. You might need to do this for younger players who aren't included in the regular data import from Heimspiel.

Context

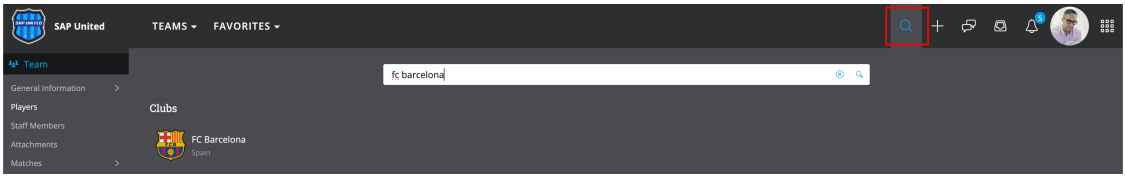
The process of creating players in your club and players in a different is the same apart from step 1.

Procedure

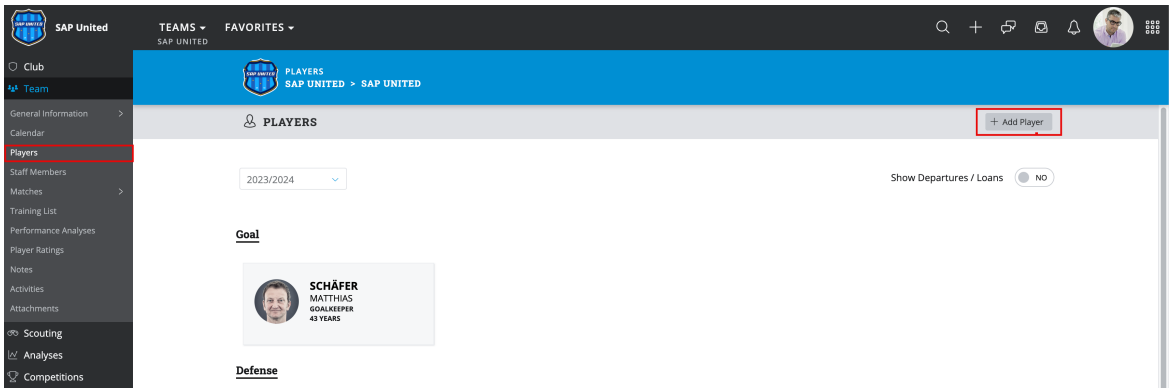
1. Go to the team that the player belongs to.
    - A team in your club: In the header, click *Teams* and, in the menu, click the team that the staff member belongs to.



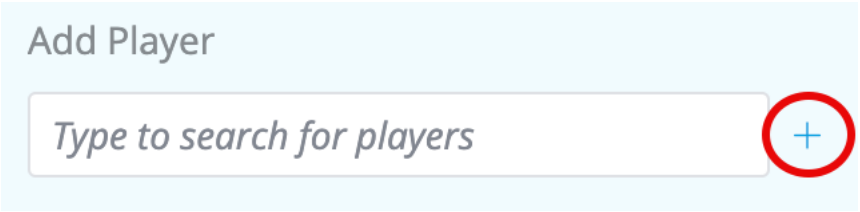
    - A team at a different club: Find the club by searching for it. Then select the relevant team within the club. If you can't find the team, for example a regional youth team, you can create it by going to *Competitions*, selecting the competition and clicking *Add Team*.



2. In the menu, click *Players* and then click *Add Player*.



3. Create the player by clicking the add button next to the *Add Player* field.



4. Enter the player's details and click *Create*. For now, you can leave the *Email User ID* field empty. We'll look at the email user ID in more detail in this how-to: Creating Users – Let People Use SAP Sports One [page 18].
5. Select the player's position. If you know when the player will join and leave the team, you can select the time period. Then click *Save*.
6. Optional: To add the player to more teams, complete steps 1 – 3. But instead of clicking the add button to create a new player, you can select the player in the *Add Player* field.

3.1.2 Creating a Staff Member

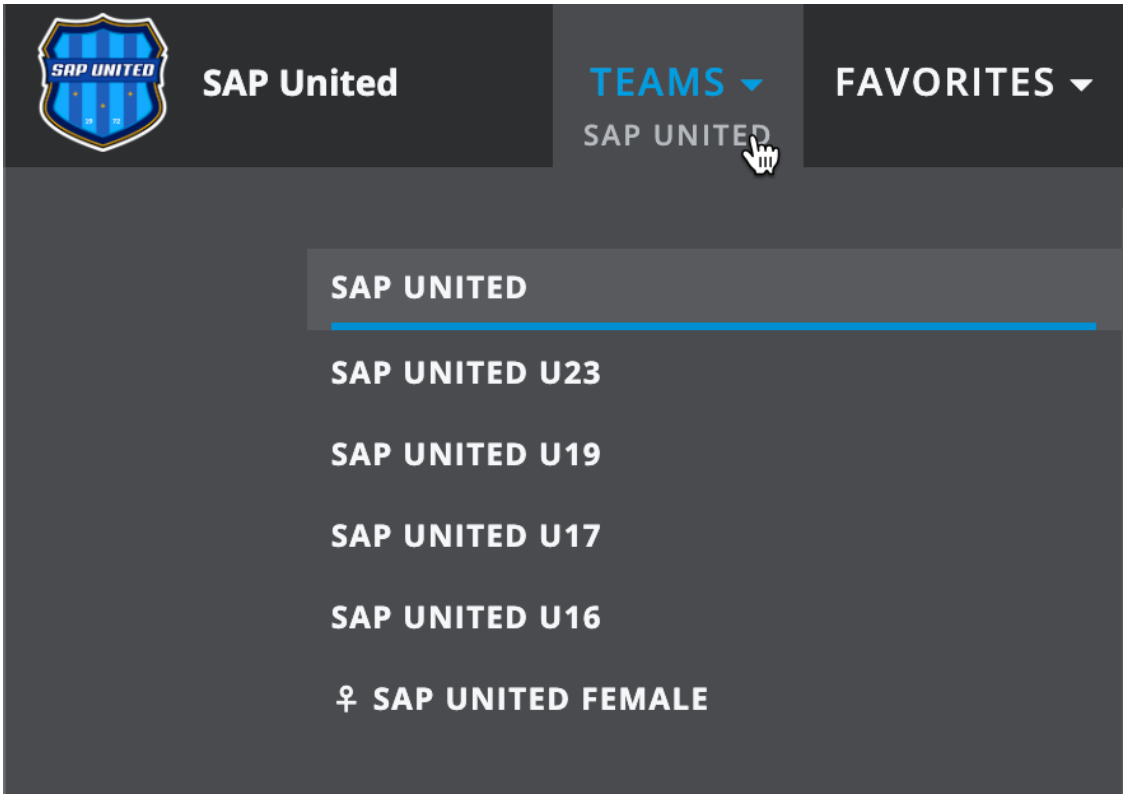
Quite often you need to create staff members because they're not included in the automated data import from Heimspiel.

Context

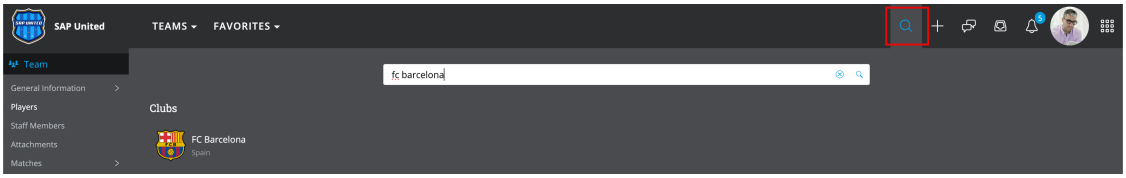
Start by creating the staff member within one team at your club. Afterwards, you can add the staff member to the other teams that they support. The process for creating a staff member at a different club is the same apart from step 1.

Procedure

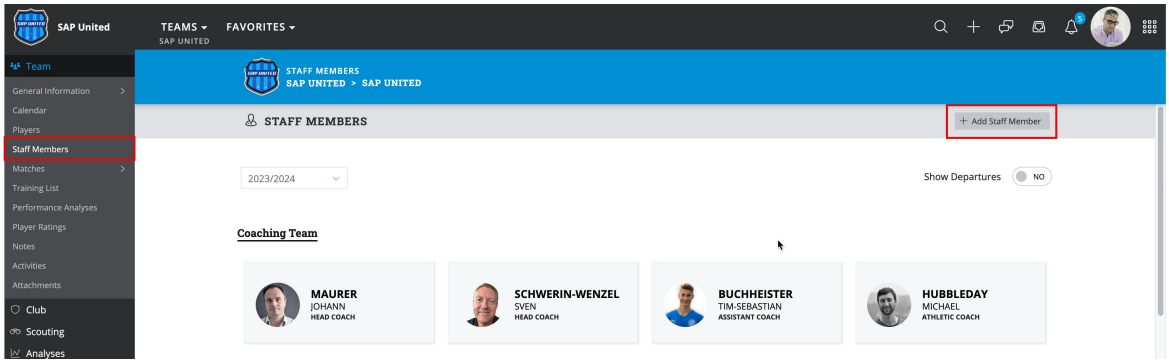
1. Go to the team that staff member belongs to.
   - A team in your club: In the header, click *Teams* and, in the menu, click the team that the staff member belongs to.



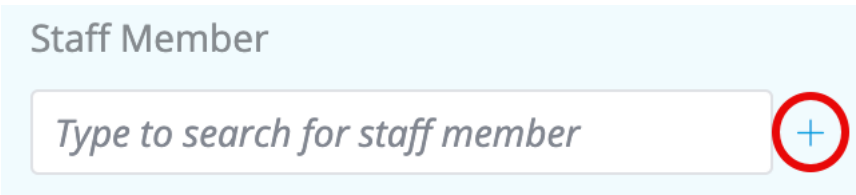
- A team at a different club: Find the club by searching for it. Then select the relevant team within the club.



2. In the menu, click *Staff Members* and then click *Add Staff Member*.



3. Create the staff member by clicking the add button next to the *Staff Member*field.



4. Enter the staff member's details and click *Create*. For now, you can leave the *Email User ID* empty. We'll look at the email user ID in more detail in this how-to: Creating Users – Let People Use SAP Sports One [page 18].
5. Select the staff member's area and role. If you know when the staff member will join and leave the team, you can select the time period. Then click *Save*.
6. Optional: To add the staff member to more teams, complete steps 1 – 3. But instead of clicking the add button to create a new staff member, you can select the person in the *Staff Member* field.

3.1.3 Creating a Contact

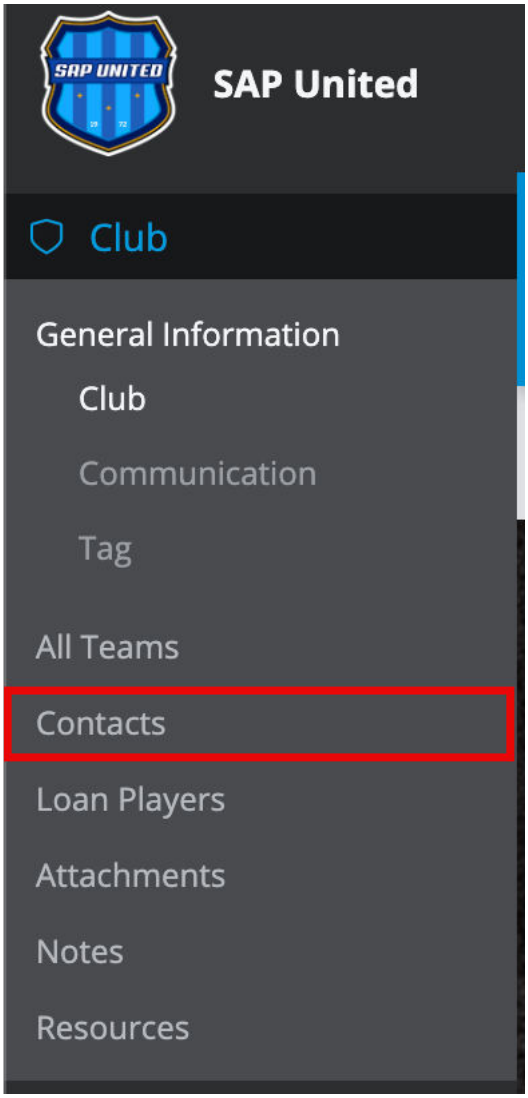
Creating people as contacts in SAP Sports One helps you to keep an up-to-date record of the people who work for the club, including freelancers.

Context

Unlike players and staff members who are assigned to a team, contacts are assigned to the entire club. When creating a contact, you can choose if the contact is internal (an employee of the club) or external. External contacts can't access SAP Sports One.

Procedure

1. In the menu, click *Club* and go to *Contacts*.



2. Click *Add Contact* and enter the person's details.

3.1.4 Uploading People en Masse

If you need to create many people, for example lots of youth players before a tournament, you can add their details to a spreadsheet and upload them to SAP Sports One in one go.

When creating people with this approach, you can upload and add the people to one or several teams. Both ways are explained here.

Uploading people to one team

1. Go to the team, and go to *General Information* > *Team Info*.

2. Click *Upload Team Members*. The upload dialog opens.
3. Download an empty or pre-filled spreadsheet.
4. Fill out the spreadsheet and save it as an XLSX file.

> → Tip
>
> For more information on filling out the spreadsheet, follow the tips in the section below.

5. In the upload dialog, click *Upload XLSX*. If there are any problems with the data that you've entered, follow the prompts.

Uploading people to several teams

1. Go to *Admin* > *Upload* > *Upload Team Members*.
2. Download the empty spreadsheet. Fill it out and save it as an XLSX file.

> → Tip
>
> For more information on filling out the spreadsheet, follow the tips in the section below.

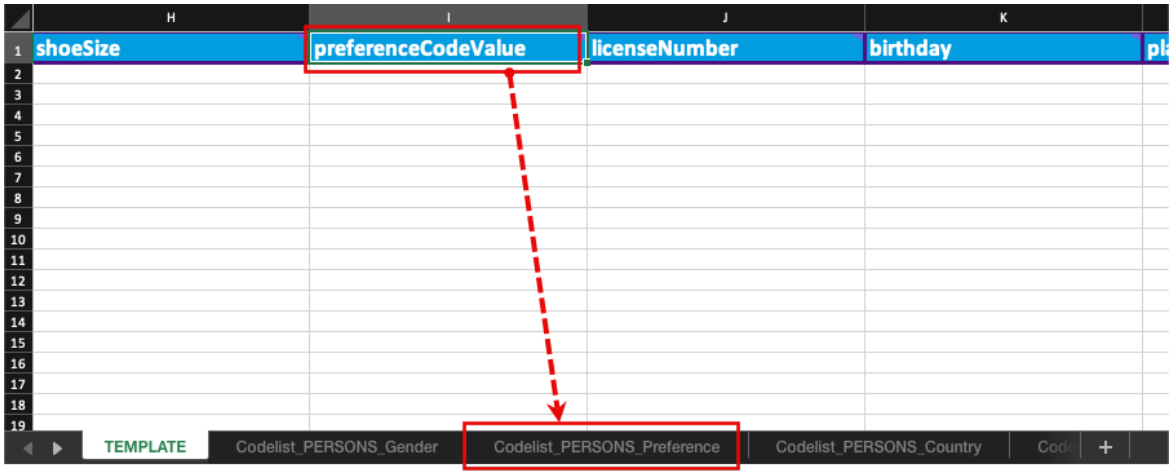
3. Upload the spreadsheet. If there are any problems with the data that you've entered, follow the prompts.

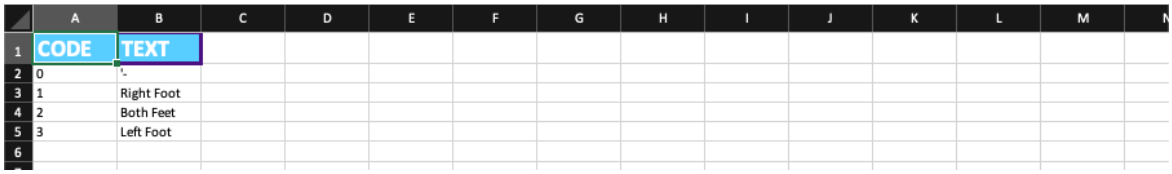
Tips on filling out the spreadsheet

- When you upload people to several teams, specify the teams by adding the team ID in the *sportsOneTeamID* column. To find the team ID, go to the team in SAP Sports One and copy the ID from the URL.
- For the columns *personRoleCodeValue* and *positionCodeValue*, check the *Codelist* tab for each value in the downloaded XLSX file to assign a role or position to each player or member. Add the role or position to the respective column in the *Template* tab.

  > ⓘ Note
  >
  > The list is case sensitive, so use the codes exactly as given in the Codelist.

- *ExternalPersonID*, *externalTeamAssignmentID*, and *lastName* are mandatory fields. If you leave them empty or don't fill them out correctly, the system stops the upload. To help you enter the correct details, click on the column headers to see whether the information is mandatory and what is the required format.
  Also, if the column title includes the words "CodeValue", check the corresponding tab for the options that you can enter.





- To create external IDs, we recommend using the Concatenate function in the spreadsheet. This function lets you create unique IDs by joining two or more attributes (strings) into one string.

> **Example**
>
> *ExternalTeamAssignmentID*: Concatenate lastName, firstName, and positionCodeValue
>
> *ExternalPersonID*: Concatenate lastName, firstName, and birthday
>
> *ExternalAddressID*: Concatenate lastName, firstName, labeladdress, and street
>
> *ExternalEmailID*: Concatenate lastName, firstName, labelPhone, and phoneNumber
>
> *ExternalphoneID*: Concatenare lastName, firstName, labelEmail, and email.

> **Note**
>
> The system allows you to enter either an external ID or a SportsOne ID, but not both. If you modify a pre-filled spreadsheet, avoid entering an external ID in any field that already contains a SportsOne ID.

Related Information

Manually Creating Players, Staff Members and Contacts [page 10]

3.2 Creating Users – Let People Use SAP Sports One

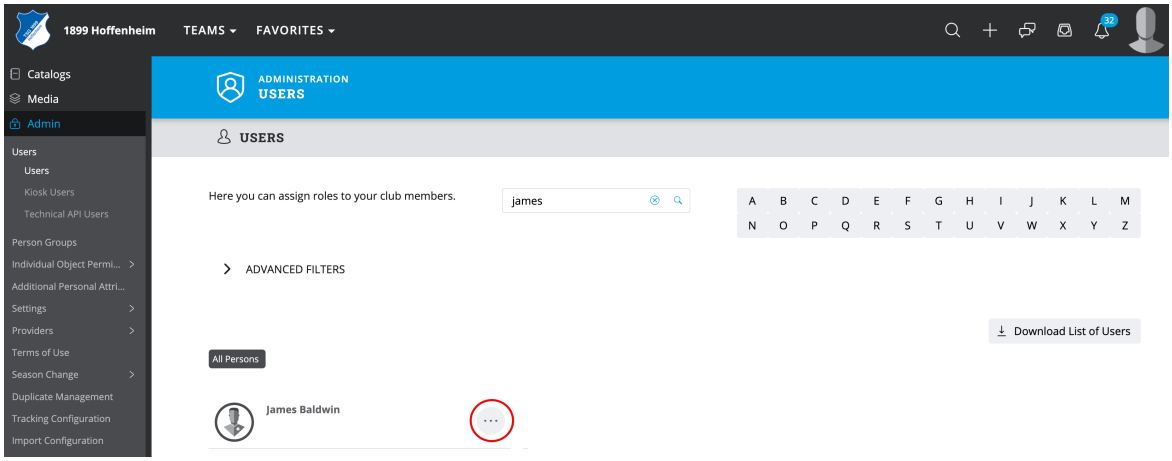
To let staff members and players use SAP Sports One, you need to create users for them. Afterwards, you can assign roles and permissions to the users to define what they can see and do.

Prerequisites

- You have the administrator role or team administrator role.
- You have the permissions to create users, assign roles to them, and to specify additional permissions.
- The person for whom you want to create a user already exists in SAP Sports One. For more information, see Manually Creating Players, Staff Members and Contacts [page 10].

Procedure

1. Go to *Admin* > *Users* and find the person, either using the search or filter. Then click the three dots next to the person.



2. Enter a User ID for the person. For example, if the person's name is James Baldwin, the User ID would be BALDWINJAMES or BALDWINJ.
3. Enter the person's email address. **Caution**: Double-check the email address – you don't want to invite the wrong person. Then click *Save*.

   For staff members and professional players, you typically enter their club or association's email address. For younger academy players, you can enter their private email address.

   The person receives an email to activate their user account. By default, the activation link is valid for 14 days. For information on how to change this, see Configure initial password.
4. Optionally: Define the time period when the person can use SAP Sports One. For example, if already know when the person's contract ends and you'd like to already ensure that the person can't use SAP Sports One after leaving. To do so, go the *Activation* tab and enter a time span.
5. Assign the user one or more roles that match the person's positions within your organization. Then click *Save*.

The roles create the foundation of their permissions and authorizations, which you can further fine-tune. For an in-depth look at which features and content each role can see and use, go to User Roles [page 19].

6. Optionally: Give the user additional permissions to see (read) or change (write) content in SAP Sports One. You can adjust a user's permissions at any time. For a detailed overview of all the permissions, go to Permissions [page 39].

Related Information

Deleting Private Messages
User Roles [page 19]
Using CalDAV to Synchronize SAP Sports One Calendars
Maintaining Authorizations for Medical Catalogs and Parameters [page 43]
Full Access Permissions [page 45]
Managing Club Resources

3.2.1 User Roles

You can use user roles to bundle authorizations for accessing SAP Sports One screens and their components.

Roles provide permissions to view screens and components on screens. However, what data you are allowed to see (for example, medical data for all club members or professionals' only), is defined separately. The roles in the table contain permissions for the SAP Sports One Web applications.

Legend: **Yes** = user role provides accesss; **No** = user role does not provide access

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Admin	Users	Yes	No	No	No	No	No	No	No	No	Yes	No	No
Admin	Seasons	Yes	No	No	No	No	No	No	No	No	No	No	No
Admin	Functions	Yes	No	No	No	No	No	No	No	No	No	No	No
Admin	Cloud Storage Providers	Yes	No	No	No	No	No	No	No	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Admin	Data Provider	Yes	No	No	No	No	No	No	No	No	No	No	No
Admin	Playing Time	Yes	No	No	No	No	No	No	No	No	No	No	No
Admin	Terms of Use	Yes	No	No	No	No	No	No	No	No	No	No	No
Activity Details (Team)	Activity	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Team)	Players	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Team)	Staff	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Team)	Calendar	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Team)	Matches	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Activity Details (Team)	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Team)	Training List	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	Yes	No
Activity Details (Team)	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Activity Details (Team)	Tasks	No	No	No	No	No	No	Yes	No	Yes	No	No	No
Activity Details (Player or Staff)	Activity	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Player or Staff)	Players	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Player or Staff)	Staff	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Player or Staff)	Calendar	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Activity Details (Player or Staff)	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No
Appointment	Appointment	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Appointment	Players	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Appointment	Staff	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Club (other)	Club/ Federation	Yes	Yes	Yes	Yes	No	No	Yes	No	Yes	No	No	No
Club (other)	Teams	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No
Club (other)	Media	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Competition Details	Competition Info	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Competition Details	Competition Seasons	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Competition Details	Teams	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Competition Details	Matches	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Competition Details	Competitions	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Contact Details (Club Contacts)	Contact Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (Club Contacts)	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Contact Details (Club Contacts)	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (Club Contacts)	Addresses	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (Club Contacts)	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (Club Contacts)	Passport	No	No	No	No	No	No	No	No	Yes	No	No	No
Player Evaluation	Detailed Report	No	Yes	No	No	Yes	Yes	Yes	No	Yes	No	No	No
Injury Details	Injury	No	No	No	No	No	No	No	Yes	No	No	No	No
Injury Details	Treatment Plan	No	No	No	No	No	No	No	Yes	No	No	No	No
Injury Details	Medications	No	No	No	No	No	No	No	Yes	No	No	No	No
Injury Details	Notes	No	No	No	No	No	No	No	Yes	No	No	No	No
Injury Details	Attachments	No	No	No	No	No	No	No	Yes	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Injury Details	Recovery Process	No	No	No	Noc	No	No	No	Yes	No	No	No	No
Analyses	Performance Test Catalog	No	No	No	Yes	No	No	No	No	No	No	No	No
Matches	Match Reports	No	Yes	Yes	No	Yes	Yes	No	No	No	No	No	No
Match Details	Videos	Yes	No	Yes	No	No	Yes	No	No	No	No	Yes	No
Match Details	Match Data	Yes	No	Yes	No	No	Yes	No	No	No	No	Yes	No
Match Details	Match Timeline	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Match Details	Attachments	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Match Details	Participants	No	Yes	No	No	No	No	No	No	Yes	No	No	No
Match Details	Match Preparation	No	Yes	Yes	No	No	No	No	No	Yes	No	Yes	No
Match Details	Starting Lineup	No	Yes	Yes	No	Yes	Yes	No	No	Yes	No	Yes	No
Match Details	Match Report	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Match Details	Scouting	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Match Details	Scouting Report	No	No	No	No	Yes	Yes	No	No	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Match Preparation	Team Characteristics	No	Yes	Yes	No	No	No	No	No	Yes	No	No	No
Match Preparation	Lineups	No	Yes	Yes	No	No	No	No	No	Yes	No	No	No
All Club Media	Media	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	Yes
Medication Details	Medication	No	No	No	No	No	No	No	Yes	No	No	No	No
Medication Details	Notes	No	No	No	No	No	No	No	Yes	No	No	No	No
Medication Details	Attachments	No	No	No	No	No	No	No	Yes	No	No	No	No
Medications Report	Team Medications	No	No	No	No	No	No	No	Yes	No	No	No	No
Fitness History Chart	Team Fitness History - Chart	No	No	No	No	No	No	No	Yes	No	No	No	No
Treatment	Treatment Report	No	No	No	No	No	No	No	Yes	No	No	No	No
Main Menu	Teams	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Main Menu	Competitions	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Main Menu	Federation	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Main Menu	Media	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	Yes

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Main Menu	Admin	Yes	No	No	No	No	No	No	No	No	No	No	No
Main Menu	Talent Management	Yes	Yes	No	No	No	No	Yes	No	Yes	No	No	No
Main Menu	Analyses	No	No	No	Yes	No	No	No	No	No	No	No	No
Main Menu	Scouting	No	No	No	No	Yes	Yes	No	No	No	No	No	No
NADA Report	NADA	No	No	No	No	No	No	No	No	Yes	No	No	No
NADA Report	Absences	No	No	No	No	No	No	No	No	Yes	No	No	No
NADA Report	Team Calendar	No	No	No	No	No	No	No	No	Yes	No	No	No
Contact Details (external contacts)	Contact Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (external contacts)	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (external contacts)	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Contact Details (external contacts)	Addresses	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Contact Details (external contacts)	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Player Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Addresses	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Match Statistics	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details (other club)	Attachments	Yes	Yes	Yes	Yes	No	Yes	Yes	No	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Player Details (other club)	Scouting Reports	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Staff Member Details (other club)	Staff Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details (other club)	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details (other club)	Addresses	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details (other club)	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Tag Management	Media	Yes	No	No	No	No	No	No	No	No	No	No	No
Tag Board	Media	Yes	No	Yes	No	No	Yes	Yes	No	No	Yes	No	No
Team Details (other club)	Team Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details (other club)	Players	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Team Details (other club)	Staff	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details (other club)	Matches	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details (other club)	Competitions	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Club	Federation	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Club	Contacts	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Club	Training Grounds	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Club	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Club	Evaluation Categories	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Club	Evaluation Sheet Templates	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Club	Rating Scales	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Club	Exercise Catalog	Yes	Yes	No	No	No	No	Yes	Yes	Yes	No	No	No
Club	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Club	Injury Catalog	No	No	No	No	No	No	No	Yes	No	No	No	No
Passport Details	Passport Details	No	No	No	No	No	No	No	No	Yes	No	No	No
Passport Details	Visa	No	No	No	No	No	No	No	No	Yes	No	No	No
Performance Test Details	Performance Test	No	No	No	Yes	No	No	No	No	No	No	No	No
Performance Test Details	Participants	No	No	No	Yes	No	No	No	No	No	No	No	No
Performance Test Details	Attachments	No	No	No	Yes	No	No	No	No	No	No	No	No
Performance Tests	Test Overview	No	No	No	Yes	No	No	No	No	No	No	No	No
Training Phase	Training Phase	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Training Phase	Attachments	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Player Details	Assessment Timeline	Yes	Yes	No	No	No	No	Yes	No	Yes	No	No	No
Player Details	Player Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Player Details	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Player Details	Addresses	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No
Player Details	Match Statistics	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Player Details	Communication	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No
Player Details	Calendar	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No
Player Details	Activities	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Player Details	Training List	Yes	Yes	No	Yes	No	No	Yes	Yes	Yes	No	No	No
Player Details	Attachments	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Player Details	Evaluations	No	Yes	No	No	No	Yes	Yes	No	Yes	No	No	No
Player Details	Fitness History	No	No	No	Yes	No	No	No	Yes	No	No	No	No
Player Details	Performance Analyses	No	No	No	Yes	No	No	No	No	No	No	No	No
Player Details	Scouting Reports	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Player Details	Contract Info	No	No	No	No	No	No	Yes	No	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Player Details	Current Medical Events	No	No	No	No	No	No	No	Yes	No	No	No	No
Player Details	Current Treatment Plans	No	No	No	No	No	No	No	Yes	No	No	No	No
Player Details	Current Medications	No	No	No	No	No	No	No	Yes	No	No	No	No
Player Details	Passport	No	No	No	No	No	No	No	No	Yes	No	No	No
Match Preparation	Player Characteristics	No	Yes	Yes	No	No	No	No	No	Yes	No	No	No
Preventive Measure Details	Preventive Action	No	No	No	No	No	No	No	Yes	No	No	No	No
Preventive Measure Details	Treatment Plan	No	No	No	No	No	No	No	Yes	No	No	No	No
Preventive Measure Details	Medications	No	No	No	No	No	No	No	Yes	No	No	No	No
Preventive Measure Details	Notes	No	No	No	No	No	No	No	Yes	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Preventive Measure Details	Attachments	No	No	No	No	No	No	No	Yes	No	No	No	No
Preventive Measure Details	Recovery Process	No	No	No	No	No	No	No	Yes	No	No	No	No
Rating Scales	Rating Scales	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Rating Scales	Assignment for Internal Player Evaluation	Yes	No	No	No	No	No	No	No	Yes	No	No	No
Rating Scales	Assignment of Rating Scales for Talent Management	Yes	No	No	No	No	No	No	No	Yes	No	No	No
Rating Scales	Assignment of Rating Scales for Scouting	No	No	No	No	No	Yes	No	No	No	No	No	No
Communication Room	Room	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Communication Room	Room Members	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Scouting	Scouting Categories	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Scouting	Report Templates	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No
Scouting	Scouting Shortlists	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Scouting	Advanced Player Search	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Scouting	Scouting Players	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Scouting	Scouting Reports	No	No	No	No	No	Yes	No	No	No	No	No	No
Scouting	Shortlist Info	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Scouting	Shortlist Players	No	No	No	No	Yes	Yes	No	No	No	No	No	No
Sickness Details	Sickness	No	No	No	No	No	No	No	Yes	No	No	No	No
Sickness Details	Medications	No	No	No	No	No	No	No	Yes	No	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Sickness Details	Notes	No	No	No	No	No	No	No	Yes	No	No	No	No
Sickness Details	Attachments	No	No	No	No	No	No	No	Yes	No	No	No	No
Sickness Details	Recovery Process	No	No	No	No	No	No	No	Yes	No	No	No	No
Staff Member Details	Staff Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Staff Member Details	Club and Role Assignments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details	Attachments	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details	Addresses	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details	Communication	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details	Calendar	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Staff Member Details	Activities	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Staff Member Details	Passport	No	No	No	No	No	No	No	No	Yes	No	No	No
Skills Catalog	Catalog	Yes	Yes	No	No	No	No	Yes	No	Yes	No	No	No
Tasks Details	Task	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Tasks Details	Notes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Tasks Details	Links	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Tasks Details	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Tasks List	Task List	No	No	No	No	No	No	Yes	No	Yes	No	No	No
Team Details	Team Info	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Players	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Team Details	Staff	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Team Details	Matches	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Competitions	Yes	Yes	Yes	No	Yes	Yes	Yes	No	Yes	No	No	No
Team Details	Calendar	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Reports	Yes	Yes	No	Yes	No	Yes	Yes	Yes	Yes	No	No	No
Team Details	Activities	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Training List	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Team Details	Attachments	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Communication	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
Team Details	Performance Analyses	No	No	No	Yes	No	No	No	No	No	No	No	No
Player Evaluations Report	Player Evaluations	No	Yes	No	No	No	No	Yes	No	Yes	No	No	No
All Teams (Teams Menu)	All Teams	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No
Training Appointment Details	Training Info	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Training Appointment Details	Exercises	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Training Appointment Details	Follow-Up	Yes	Yes	No	No	No	No	Yes	No	Yes	No	No	No

Screen	Component	Admin	Coach	Match Analyst	Performance Diagnostician	Scout	Chief Scout	Manager	Physio	Team Manager	Team Admin	Kiosk	Player
Training Appointment Details	Participants	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Training Appointment Details	Attachments	Yes	Yes	Yes	Yes	No	No	Yes	Yes	Yes	No	No	No
Treatment Plan Details	Treatment Plan	No	No	No	No	No	No	No	Yes	No	No	No	No
Treatment Plan Details	Medications	No	No	No	No	No	No	No	Yes	No	No	No	No
Treatment Plan Details	Notes	No	No	No	No	No	No	No	Yes	No	No	No	No
Treatment Plan Details	Attachments	No	No	No	No	No	No	No	Yes	No	No	No	No
Assessments Analyses	Assessments Analyses	No	Yes	No	No	No	No	Yes	No	Yes	No	No	No
Analyses	Performance Analyses	No	No	No	Yes	No	No	No	No	No	No	No	No

3.2.2 Permissions

Granting and removing user permissions for areas and content within SAP Sports One lets you control exactly what each user can view and change.

Overview of Permissions

Permissions	Details
Persons/Teams	These permissions control the user's ability to: • view (read) or change (write) personal data and team data, based on their current team assignments. **Note** The entries marked with "(w)" denote female teams.
Personal Data	These permissions control the user's ability to: • view (read) or change (write) address and contact details.
Medical Data	These permissions control the user's ability to: • view (read) and edit (write) people's medical data. • edit (write) the medical catalogs and parameters.
Performance diagnostics	These permissions control the user's ability to: • view (read) and edit (write) performance diagnostic data.
Tagging	These permissions control the user's ability to: • view (read) and edit (write) tags, tagging boards, and tag mapping boards.
Media Library	These permissions control the user's ability to: • view (read) and edit (write) folders and files in the Media Library and in all Attachments sections.
Confidential Personal Data	These permissions control the user's ability to: • view (read) and edit (write) contract details. • view (read) and edit (write) ID documents and passport details. • view (read) and edit (write) additional personal details of players and staff members.

Permissions	Details
Resources	These permissions control the user's ability to: • view (read), and create and edit (write) club resources, including deactivate existing resource types and resources. • view (read), and create and edit (write) personal resources for the club. • view (read), and create and edit (write) personal resources for the relevant team. • delete existing resource types if they have no resources. As an administrator, you can define the input fields, for example, resource location, manufacturer details, and so on, for personal resource types.
Training	These permissions control the user's ability to: • view (read) and edit (write) training sessions • view (read) and ed (write) content in the exercise catalog, for example exercises.
Video Analysis	These permissions control the user's ability to: • view (read), create and edit (write) analytical videos off matches and trainings.
Enhanced Questionnaires	These permissions control the user's ability to: • view (read), create and edit (write) questions in the Questionnaire Catalog. • view (read), create and edit (write) questionnaires. • view (read), and edit (write) people's answers.
Evaluations	These permissions control the user's ability to: •
Scouting	These permissions control the user's ability to: • view (read), create and edit (write) scouting requests per age group. • view (read), create and edit (write) scouting reports per age group.

Related Information

Creating Users – Let People Use SAP Sports One [page 18]

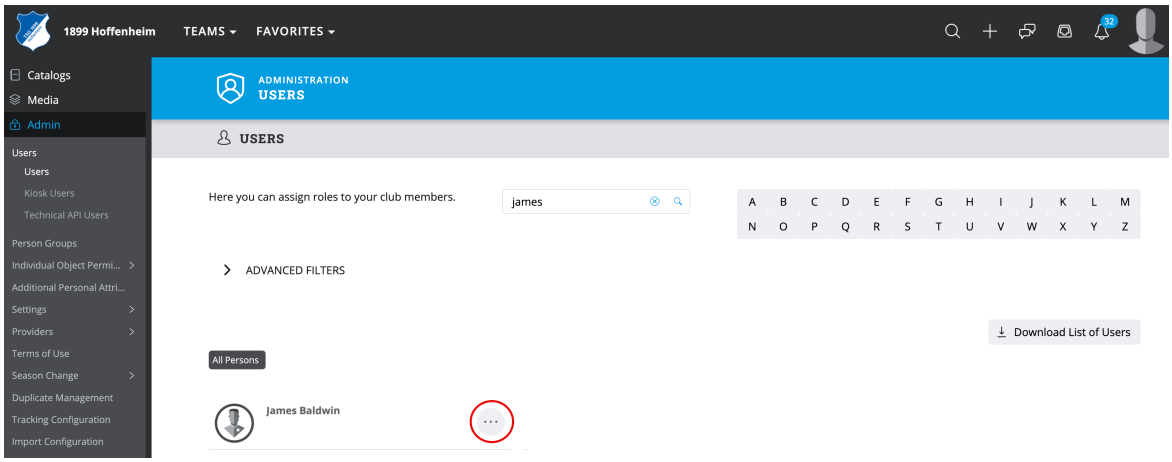
3.3 Deactivating or Deleting Users - Stop People from Using SAP Sports One

Deactivating or deleting users gives you two methods for preventing people from using SAP Sports One, including the mobile apps.

Deactivating a user

For various reasons, players and staff members leave your organization during the year for a short period of time. During their absence, you may want to prevent them from using SAP Sports One. In this case, you can deactivate their user temporarily.

1. Go to *Admin* > *Users* and find the person. Then click on the three dots next to the person.



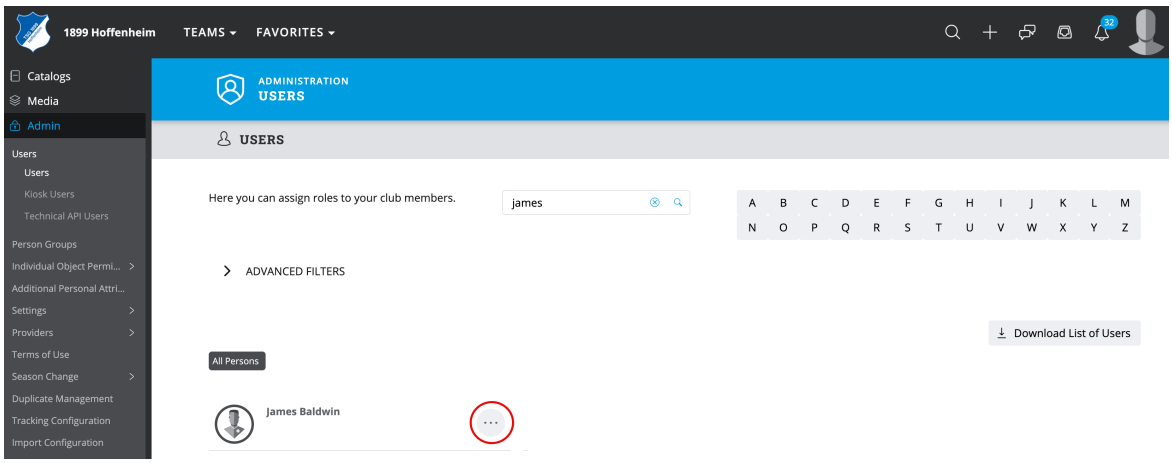
2. Go to the *Activation* tab and then deactivate the user either indefinitely or for a time.

You can adjust the time span or reactivate the user at any time.

Deleting a user

When you're sure the player, staff member or contact isn't returning to the organization, you can delete their user. Note, for data consistency, you cannot complete the person from SAP Sports One.

1. Go to *Admin* > *Users* and find the person. Then click on the three dots next to the person.



2. On the *User Data* tab, click *Delete User*.

The player, staff member or contact can no longer use SAP Sports One. If necessary, you can create a new user for the person at any time.

4 Additional Settings

4.1 Customizing Profile Pages

Customize profile pages with additional sections and profile fields.

Context

Add custom sections and profile fields to people's profile pages so your club can collect specific details about its players and staff members. What's more, you can hide sections and individual profile fields if they're not relevant for a group of people.

Procedure

1. Go to *Admin* > *Custom Profile Pages*.
2. Create the profile fields and sections you need.
3. Add the profile fields to the sections.
4. To choose which sections and profile fields are available on people's profile pages, go to the *Layout* tab and then open each section's menu by clicking the three dots. Then click *Show/Hide Section Per Role*.
5. To adjust the order in which the sections are displayed on the profile pages, stay on the *Layout* tab and then drag and drop the sections.
6. To publish the sections so that they appear on people's profile pages, stay on the *Layout* tab and then open each section's menu and click *Publish Section*.

Results

The published sections are available on people's profile pages to fill out.

4.2 Maintaining Authorizations for Medical Catalogs and Parameters

Maintain the Read and Write authorizations for the injury, sickness, preventive action, and medication catalogs. Maintain the authorizations for medical parameters such as Treatment Measures, Cause of Injury, and Injury

Type. Maintain the customizing of colors that indicate player availability and unavailability, and maintain status comments, if required.

Context

When you activate the sickness, preventive action, and medication catalogs, the Read authorization is automatically activated for each physiotherapist. As an administrator, you can choose whether each physiotherapist shall also have Write authorizations for each catalog.

> **Note**
>
> If a physiotherapist does not have Write authorization, the *+ Add* and *Upload* buttons are deactivated on the UI.

When you activate the injury catalog, the Read and Write authorizations are automatically activated for each physiotherapist because the catalog is already in use. As an administrator, you can choose whether each physiotherapist shall keep their Write authorizations for each catalog.

You can maintain the authorizations for medical parameters such as:

- The definition of an injury type, the cause of injury, the match or training type where an injury occurs, and the type of floor covering in the location where an injury occurs
- The definition of treatment measures
- The customizing of colors that indicate player availability and unavailability, and the maintenance of status comments, if required

The Read and Write authorizations for existing medical parameters such as Treatment Measures, Cause of Injury, and Injury Type are automatically activated for each physiotherapist because the catalog is already in use. As an administrator, you can choose whether each physiotherapist shall keep their Write authorizations for these medical parameters.

Procedure

1. Go to *Admin* > *Users*.
2. In the *User Data and Permissions* dialog box, maintain the Write authorizations associated with each medical catalog or the medical parameters.
3. Save your changes.

Results

Physiotherapists can now maintain the catalogs for which they have the Write authorizations.

Related Information

Maintaining Catalogs
Importing Catalogs

4.3 Full Access Permissions

As an administrator, you can grant full access permissions to your users to view and edit files in the Media Library. They can also view and edit files in the attachment libraries of objects, for example, a team, club, player, or training session.

With full access permissions, your users have the following:

- Full Access to the Media Library
  Users can upload, edit, or delete any file or folder in the Media Library. They can also search for, watch, and download videos and share them with other players and teams.
- Full Access to Attachments
  Users can manage your media content such as documents, links, videos, and info packages, and add media items to the *Attachments* section of your club, activities, tasks, persons, teams, training sessions, and matches.

> **Note**
>
> You must remove the full access permissions when your users have completed their tasks.

Related Information

Media Library
Attachments
Info Packages

4.4 Setting Up Competitions

Manage competitions to organize relevant matches throughout the season.

Procedure

1. Go to *Competitions* and select *+ Add Competition* to add one.

2. Define the season details for the competition.

> **Note**
>
> The dates you set here are subordinate to the season time range that you set under *Admin* > *Seasons*.

3. Navigate to the recently-created competition to view the relevant details or to mark this competition as a favorite.

> **Note**
>
> You can quickly access your favorite teams or competitions under the *Favorites* tab at the top of your menu screen.

For each competition season, you can specify a distinct playing time. If you do not select a playing time, the default playing time for the sports type of your system is used.

> **Note**
>
> If required, team managers and coaches can change the playing times of multiple matches simultaneously in a competition or competition season. The system automatically uses the new playing time as the default playing time for newly-created matches. They can also choose to apply the new playing time to previous matches and seasons within the competition, if required, for example, for youth teams or friendly matches.

Related Information

Organizing Your Favorite Competitions and Teams
Defining Playing Times [page 47]
Using CalDAV to Synchronize SAP Sports One Calendars
Integration with SAP Analytics Cloud [page 81]

4.5 Specifying the Time Ranges for Seasons

Specify the time ranges for seasons so you can filter lists of time-relevant records, such as players or staff members in a team, matches, trainings, or activities.

Procedure

1. Go to *Admin* > *Settings* and select the *Seasons* area.

2. Review or amend existing season time ranges, or add a new one.

Results

A season record is now available in all SAP Sports One lists to filter time-dependent records.

4.6 Defining Playing Times

Define the periods for a match and the length of each period.

Context

The following, predefined match period types are available:

- Regular time
- Extra time
- Break
- Penalty shootout

When you create a new competition season, you can choose a playing time for all matches of this season.

> ⓘ Note
>
> If required, team managers or coaches can change the playing times of multiple matches simultaneously in a competition or competition season. The system automatically uses the new playing time as the default playing time for newly-created matches. You can also choose to apply the new playing time to previous matches and seasons within the competition, if required, for example, for youth teams or friendly matches.

> ⓘ Note
>
> The SAP Sports One system is delivered with a default playing time relevant for the sports type of your club.

Procedure

1. Go to *Admin* > *Settings* and select *Playing Times*.
2. To create a new entry, choose *+ Add Playing Time*, and provide a name for this playing time.
3. Enter a name for the first period, select the period type, and provide the duration in minutes.
4. Optionally, repeat the previous step for each match period.

5. Save your entries.

Results

Your playing time appears in the list of playing times.

Related Information

Setting Up Competitions [page 45]
Using CalDAV to Synchronize SAP Sports One Calendars
Integration with SAP Analytics Cloud [page 81]

4.7 Making General Settings for Functions

Create a generic kiosk user for a team using *Match Insights*.

Context

With this team-specific kiosk user, any team player or staff member can prepare for the next match by viewing the latest available match videos of the upcoming opponents and of their own team. They can also view team characteristics, player characteristics, and potential match lineups of the upcoming opponents using *Match Insights* without having to logon individually. They can access personalized content including videos and personalized information about their upcoming opponents.

Procedure

1. Go to *Admin* > *Users* > *Match Insights* > *UI Configuration.*
2. In the *Kiosk Users* screen area, view a list of teams in your club or association, and check the status of their team-specific *Match Insights* kiosks.
3. Create a team-specific kiosk user by activating the *Team Match Analysis User* toggle.
4. Specify a new name for this team-specific kiosk user and set a new password.

> **Note**
>
> This user is authorized to use *Match Insights* only. Add the team-specific *Match Insights* kiosk user to match preparations you want to share with the team. For a person with an own user, you must assign the role of a match analyst or coach to them before they can use *Match Insights*.

Results

You can share the team-specific *Match Insights* kiosk user and password with all players and staff members for the team.

Related Information

User Roles [page 19]

4.8 Customizing Colors and Background Images

Customize the colors and background images for selected parts of the application. Specify the color and opacity level, and use images from the Internet or from the media library for the backgrounds of SAP Sports One and Match Insights.

Procedure

1. Go to *Admin* > *Colors and Backgrounds.*
2. View the existing list of background images and colors for the selected application parts.
3. Choose the *Change* icon to change the background image or color for each of the selected application parts.

   > **Note**
   >
   > Alternatively, you can choose the *Revert to default value* icon to revert to the default background images and colors, if required.

4. If required, enter the URL for your new, publicly-available background image (for example, your club's homepage from the Internet or a publicly-available image from the media library).

Results

The relevant parts of SAP Sports One and Match Insights are updated with your image and color choices.

Related Information

Maintaining Consent for the Terms of Use Documents [page 89]

4.8.1 Customizing Names of Titles, Menus, and Page Sections

Make SAP Sports One feel like part of your organization by changing the names of titles, menus, and page sections.

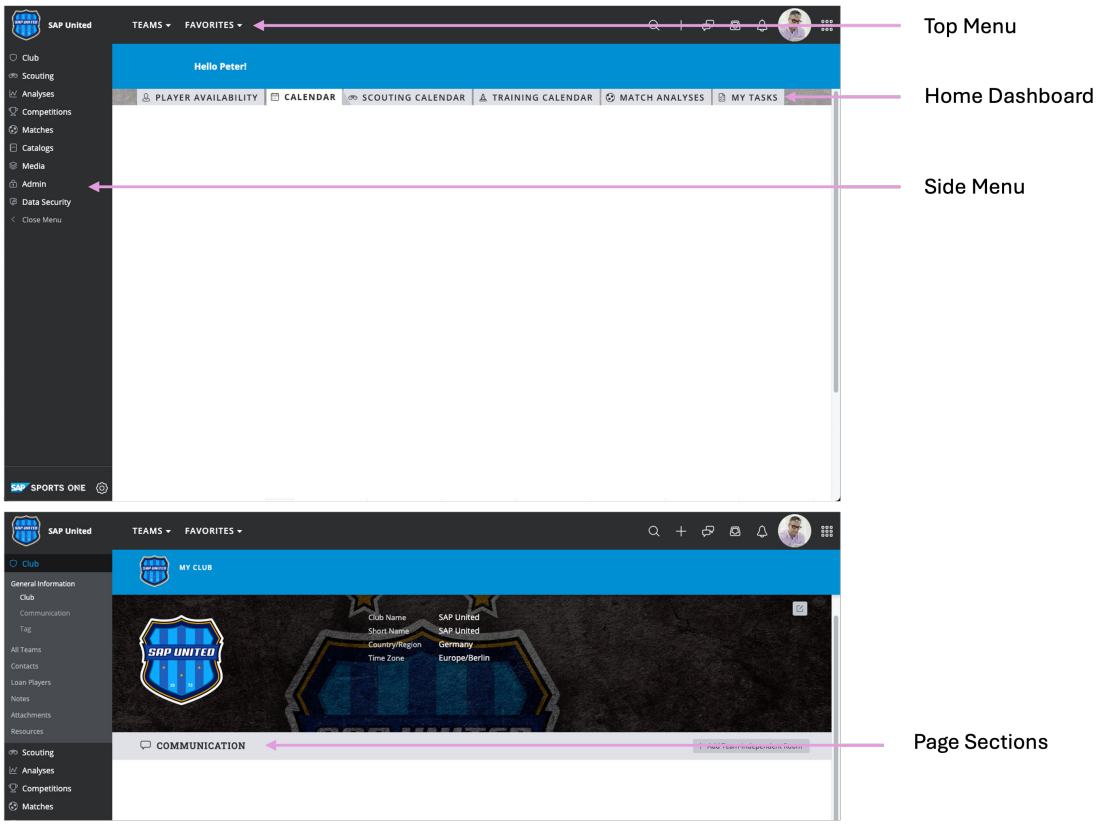
Context

You can change the names if your organization uses the basketball or public safety version of SAP Sports One.

Changing the names centrally lets you easily change the names for everyone. What's more, you can provide translations for your custom names so that people who use SAP Sports One in their own language can continue to have a flawless user experience.

Procedure

1. Go to *Admin* > *Colors and Backgrounds* > *Custom Titles* .
2. Edit the names that you want to change. The name in the *Default* field is shown if a translation is unavailable.



a. Optional: To revert a name back to its original name, click the reset button.
b. To see the changes, refresh the web page.

4.8.2 Customizing Codelists

When using the public safety version of SAP Sports One, you can make SAP Sports One fit your organization by changing the position names that are assigned to people, from sports-related names to emergency-services-related names.

Context

By default, the name "player" is already adjusted to "Operator".

Changing the names centrally lets you easily change the names for everyone. What's more, you can provide translations for your custom names so that people who use SAP Sports One in their own language can continue to have a flawless user experience.

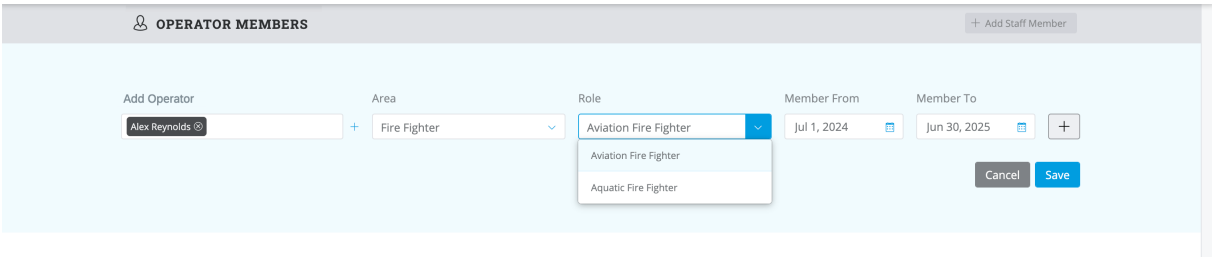
Procedure

1. Go to *Admin* > *Colors and Backgrounds* > *Custom Codelists*.
2. For the core organizational areas, Operators, Staff Members, Organizational Management, and External Contacts, you can create custom position names.
   a. Click the add button. In the Add dialog, enter the following information:
      - *Code text*: For example, "Fire fighter". The name is shown if a translation is unavailable.
      - *Short text*: Enter an abbreviation, for example, "FGHT. The abbreviation is required for technical reasons and isn't visible in the application.
      - *Code value*: Enter a name, for example "Fighter". The name is required for technical reasons and isn't visible in the application.
      - *Code sorting order*: Enter a number to define where in the selection dropdown list the position is shown, for example 1.
      - *Code translations*: Enter the translations of the name in the languages in which people use SAP Sports One. If a translation is unavailable, the name in the default *Code text* field is shown.
3. Optional: For operator and staff member positions, you can create specialized sub-positions, for example: Position: "Fire fighter", Sub-position: Aviation fire fighter. To do so, click the add button.



Results

When adding a person to a unit, you now select their position.



4.9 Customizing a Digital Assistant

Create your own customized SAP Team One assistant to send out questionnaires.

Procedure

1. Go to *Admin* > *Digital Assistant* and select *Add Assistant*.
2. Choose a name and add a picture to customize the assistant to your preference.
3. Save your entries.

Results

You can use your customized digital assistant to send out questionnaires. If you delete or deactivate your customized digital assistant, the system will activate the standard assistant, Mike.

4.10 Enhanced Questionnaires

Complete the initial setup to enable your organization to start using enhanced questionnaires.

Setting the Default Language

Before staff members start creating questionnaires, you - as the admin - must select a language in which all questions and questionnaires must be available in, for example English. This ensures that all questions and

questionnaires are available in at least one common language. Staff members can provide translations of the questions and questionnaires, if they like to

To set the default language, go to *Admin* > *Settings* > *Questionnaire Default Language*.

Permissions

Because the enhanced questionnaires can be used for collecting confidential or personal information, you can use permissions to make sure that only the right people can create questions and questionnaires, and view the questionnaires results. For an overview of all relevant permissions, see Questionnaire Permissions.

5 Rating Scales

5.1 Setting Up Rating Scales

Specify the rating scales for internal player evaluations, scouting evaluations of external players, prioritizing events in the scouting calendar, skills assessments, and training session evaluations.

Prerequisites

You have one of the following roles: Administrator, Chief Scout, or Team Manager.

Context

Define a rating scale, which consists of any number of grades in characters or icons, and a description for each grade. You must also define a grade for cases where a rating is not possible. After you have released a rating scale, you cannot delete it, add, or change it, as this would invalidate any evaluations in which the rating scale is used.

Procedure

1. Go to *Catalogs* and choose *Rating Scales*.
2. Choose *+ Add Rating Scale*.
3. Provide a name, and select icons or characters to be used in your rating scale.
4. Specify the grades by selecting the icon and providing a description of each grade.

   If you chose to use characters, you can use a maximum of three characters for each rating. The description can be up to twenty characters long.
5. Save your entries.

   You can change the rating scale if it has not yet been released.
6. Once everything is complete, release the rating scale for productive use.

Results

The rating scales appear as defined and are available for internal player evaluations, scouting evaluations of external players, prioritizing events in the scouting calendar, skills assessments, and training session evaluations.

Related Information

Assigning Rating Scales for Evaluations [page 55]

5.2 Assigning Rating Scales for Evaluations

Assign a released rating scale to an evaluation scenario.

Context

You can assign rating scales in internal player evaluations, scouting evaluations of external players, prioritizing events in the scouting calendar, skills assessments, and training session evaluations. Your permissions control which assignments you can carry out under *Catalogs* > *Rating Scales* > *Assignment of Rating Scales.*

If you do not assign your own rating scales, a default rating scale is used.

Procedure

1. To assign a rating scale to a rating scenario, go to *Assignment of Rating Scales For Scouting.*
2. Hover your cursor over an entry, choose *Edit*, and select a rating scale.

> **Note**
>
> If the new rating scale has the same number of grades as the previously-used scale, the ratings are converted automatically to the new scale. If the number of grades differ, you must map new grades to the old grades to enable the system to apply the new scale to existing ratings.

Related Information

Setting Up Rating Scales [page 54]

6 Filter Tags and Categories

6.1 Tags and Tag Boards

Tags, which are simple terms without spaces, enable users to mark videos, images, documents, and folders so they can search for files and folders quickly and easily. Match analysts use tags to create media archives, and scouts to use tags in their scouting shortlists and match reports.

When you assign tags, you can use the “+” character to combine multiple tags and indicate their relationship. For example, you can combine and assign “pass + positive” or “defense + negative”. Later, when you filter for “pass”, “positive”, “defense”, or “negative”, the system displays files with one or more of these assigned tags. In addition, files with the combined tags "pass + negative" and "defense + positive" also appear. You can filter for "pass + positive" to narrow down the results more precisely.

> ⓘ Note
>
> You cannot use the following characters in a tag: + < > { } [ ] ( ) @ $ % # , ;

Users with the following roles can use tags in different ways:

User Role	Actions
Match Analyst	• If granted the necessary permissions, assign tags to videos, images, documents, and folders in the media library and Attachments sections. • Search for uploaded content in the media library or the Attachments sections to which they have access. • Search for teams and players.
Team, Player, Club, or Activity	• Automatically create tags, if required. • As a club, team, or player, claim a tag that is unique to them and that helps identify them in the system. • As a club, team, or player, select a file or folder in the Media section and use the *Info* icon to display or hide file details, which includes any tags that are assigned.
Team Manager	Tag match scenes that are relevant for teaching and coaching juvenile teams.

User Role	Actions
Authorized User	• View all tags. • If granted the necessary Read and Write permissions, create new tags. • If granted the necessary Read and Write permissions, create tagging boards to group regularly-used tags in a certain context, such as match analyses. • Add tags to newly-created appointments. Use these tags to search for relevant calendar appointments and to filter the calendar by appointment type. • If granted the necessary Read and Write permissions, rename tags, delete tags, and view the details of a team or person claiming a unique tag text.
Chief Scout or Scout	• Add tags to their scouting shortlists. • Add tags to their scouting reports.
Administrator	Assign Write permissions to users needing to rename or delete tags.

As an administrator, you can assign Read and Write permissions to a coach or match analyst under *Admin* > *Users.* Search for the relevant coach or match analyst, then select the *User Data and Permissions* icon beside their name. If granted the necessary permissions, your coaches and match analysts can then assign Read and Write access to users with other roles so they can view, create, rename, or delete tags, and view and create tag boards.

Tag Boards

Tag boards allow your users to group pre-defined tags in a visual arrangement. They can then access regularly-used tags in a certain context, such as match analyses, and use consistent terms when evaluating video clips.

Related Information

Assigning Tags to Files or Directories
User Roles [page 19]

6.2 Defining Categories

As an administrator, define the categories used to classify different types of training sessions, training groups, scouting requests, scouting permissions, performance tests, note categories, appointment types, and player

absences. Create new scouting statuses, which include a status color, and assign authorized persons or groups.

Context

> **Note**
>
> Categories were previously known as tag types.

Authorized users use pre-defined categories when they want to use advanced filter options or perform analysis in an area (for example, to analyze scouting request types). Chief scouts or scouts with the necessary permissions can maintain a player's scouting status, including a status color, and the start date and end date. Team managers use pre-defined note categories when they create notes for a player, staff member, or an internal contact for your club.

Procedure

1. Go to *Admin* > *Settings* > *Categories.*
2. In the list, select the relevant area (for example, appointment types).
3. In the list, select a category to edit it or deactivate it.
4. To add a new category, choose *Add*, then enter a name and select the relevant area.

   > **Note**
   >
   > When you create a new training session, training group, performance test, player absence, note, appointment, or scouting request, you cannot use a deactivated category.

   > **Note**
   >
   > The system automatically generates absence reason categories from an injury, sickness, preventive measure, and a calendar activity or appointment. When you define absence reasons categories, you must ensure they do not duplicate these entries.

5. Save your entries.

   > **Note**
   >
   > Once you use a category in a training session, training group, performance test, player absence, note, appointment, or scouting request, you can deactivate it only and you cannot delete it.

Related Information

Using Training Groups to Plan Training Schedules

Tags and Tag Boards [page 56]
Assigning Tags to Files or Directories

6.3 Defining Note Categories

Define the different note categories that your managers use when creating a note for a player, staff member, or an internal contact for your club.

Procedure

1. Go to *Settings*.
2. In the *Categories* screen area, select *Note Categories* from the list.

   The list of existing note categories appears.
3. Add a new category, edit an existing category, or deactivate an existing category, as required.

Related Information

Viewing and Adding Calendar Entries
Defining Categories [page 57]

7 Data Imports and Integration

7.1 Setting Up Third Party Data Providers

Import club, team, match, and penalty-detailed data, and leverage automatic data updates using third-party data providers.

Prerequisites

You may need to sign a contract with a provider to receive their data. For more information, please contact the provider directly.

Context

SAP Sports One is typically delivered with Heimspiel as the default third-party data provider. Heimspiel automatically provides data updates for your teams and matches. In addition, you can decide if Heimspiel data is provided in English or German.

SAP Sports One also let's you import data from other supported third-party data providers, including:

- Die Ligen
- SkillCorner
- Impect

> **Note**
>
> If SAP Sports One can't map the Impect data to the matches in the system automatically, you can map them manually. For more information, go to Mapping Impect Data Manually [page 61].

Procedure

1. Go to *Admin* > *Providers Configuration* and go to the settings area for your third-party data provider.
2. Enter your account details and then check that the connection is working.
3. For Heimspiel only: Decide if you want to receive the data in English or German. You can also choose if Heimspiel updates the team memberships of your players or if you want to do it yourself.

7.1.1 Mapping Impect Data Manually

You can use Impect match data in several areas to analyze matches and players. Typically, the Impect data is mapped automatically to the matches in SAP Sports One. But if the automatic mapping fails, you can map the Impect data manually.

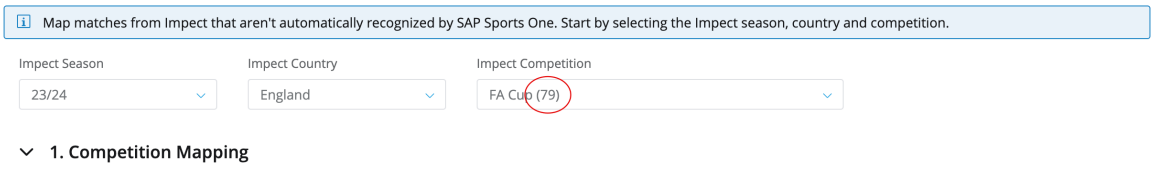
Context

You only need to complete this task if you receive data from Impect. Completing the task regularly ensures that your match data is up to date.

Procedure

1. Go to *Admin* > *Provider Configuration* > *Impect*.
2. Find the Impect data that you want to map by selecting the Impect season, country and competition.

   The number in brackets shows you how many unmapped matches there are.



3. In the *Competition Mapping* section, select the matching country and competition in SAP Sports One.
4. In the *Team Mapping* section, select the matching teams in SAP Sports One.
5. In the *Match Mapping* section, check which matches SAP Sports One mapped.

7.2 Setting up Video Storage with AWS

In SAP Sports One your videos are stored on Amazon Web Services (AWS). AWS provides a reliable and cost-effective storage solution. AWS' media storage is called Amazon S3, for more information, see https://aws.amazon.com/s3/ .

You integrate SAP Sports One with AWS to use the following services:

1. Data Storage: for the upload, storage, and consumption of videos in SAP Sports One, and in the SAP Challenger Insights and the SAP Team One mobile apps.
2. Media Services: for the encoding and cutting of your video content in SAP Sports One.

7.2.1 Creating an AWS Account

If your club or association doesn't have an AWS account, create one now by going to the AWS website .

> **Note**
>
> Make sure you follow Amazon's guidance for creating an account . For example, **don't register a person's individual email address because that person may leave your organization at some point**. While creating the account, you'll be asked to select a support plan. Consider your requirements and select an appropriate plan.

7.2.2 Creating a Setup User in Your AWS Account

Creating a setup user generates the details needed for connecting AWS and SAP Sports One together in an upcoming step. The user also lets SAP complete actions on your behalf.

Context

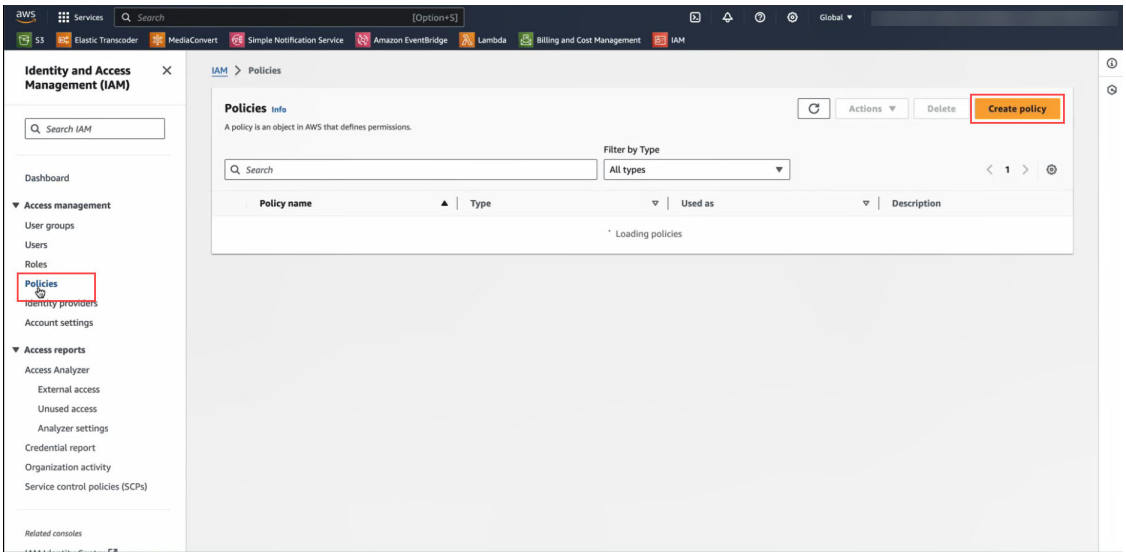
When you create the setup user, you'll see that the user has powerful permissions. That's why we recommend that you delete the user after the integration with AWS is complete.

Procedure

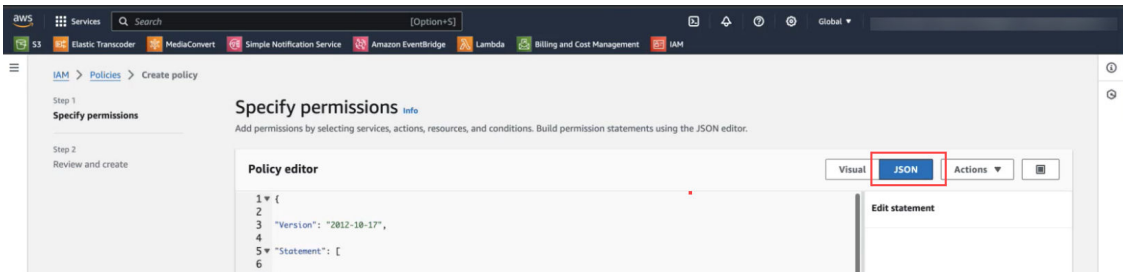
1. The first step is to create a set of permissions for the setup user. The set of permissions is called a policy.
    1. In your AWS account, go to the *IAM Dashboard* by searching for **`IAM`**.



2. Click *Policies* and click *New Policy*.



3. To save time, SAP has already defined (in JSON format) the permissions that the setup user needs. To enter the permissions, go to the *JSON* tab and paste the JSON snippet from this guide into the policy editor. Then click *Next*.



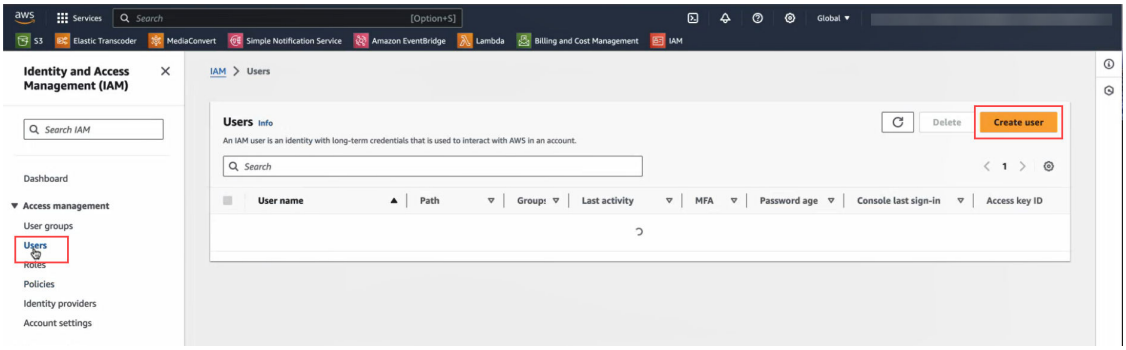

```
{
  "Version": "2012-10-17",
  "Statement": [
    {
      "Sid": "VisualEditor0",
      "Effect": "Allow",
      "Action": [
        "s3:GetLifecycleConfiguration",
        "events:PutRule",
        "mediaconvert:DescribeEndpoints",
        "iam:AttachUserPolicy",
        "s3:PutBucketOwnershipControls",
        "sns:CreateTopic",
        "iam:CreateRole",
        "s3:CreateBucket",
        "iam:AttachRolePolicy",
        "sns:SetTopicAttributes",
        "iam:CreateUser",
        "s3:PutBucketCORS",
        "iam:CreateAccessKey",
        "iam:CreatePolicy",
        "events:PutTargets",
        "s3:PutLifecycleConfiguration",
        "mediaconvert:CreateQueue",
        "s3:PutBucketAcl",
        "sns:Subscribe",
        "mediaconvert:TagResource",
        "s3:PutBucketNotification",
```

```
            "s3:PutBucketVersioning"
        ],
        "Resource": "*"
    }
  ]
}
```

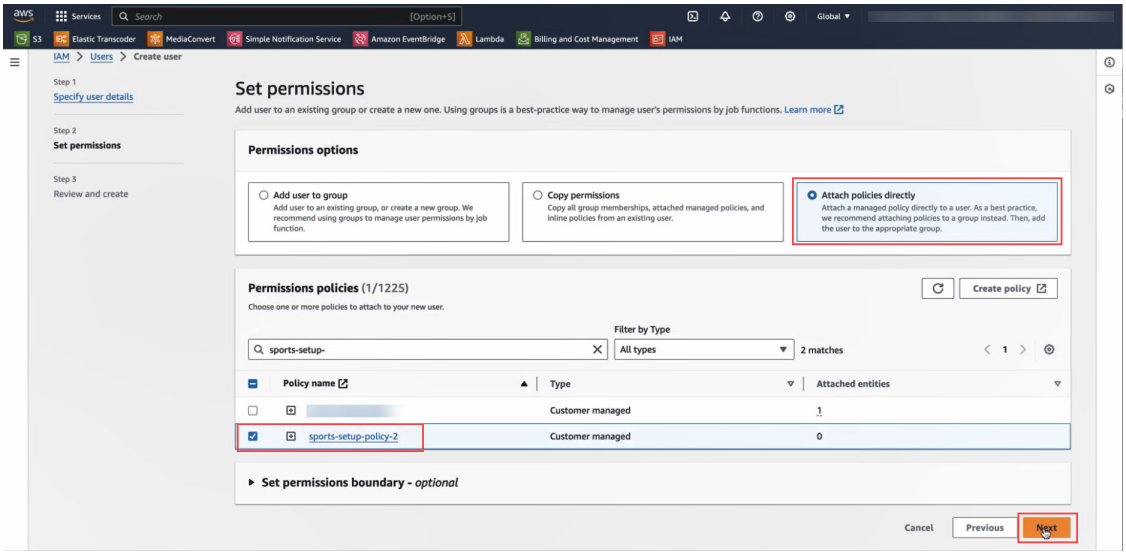
4. Enter **`Sports-Setup-Policy`** as the policy name. (Remember the name, you'll need it in a minute). In the *Permissions defined in this policy* area, you can see which authorizations the user now has.
5. Click *Create Policy*.

2. The second step is to create a user and assign the permissions policy to it.

1. Create the user by clicking *Users* > *Create user* and give the user a name, like **`Sports-Setup-User`**. Then click *Next*.



2. In the *Permissions options* area, select *Attach policies directly*. Then search for the permissions policy that you created in step 1 and select it. Then click *Next*.



3. Review the user and then click *Create user*.

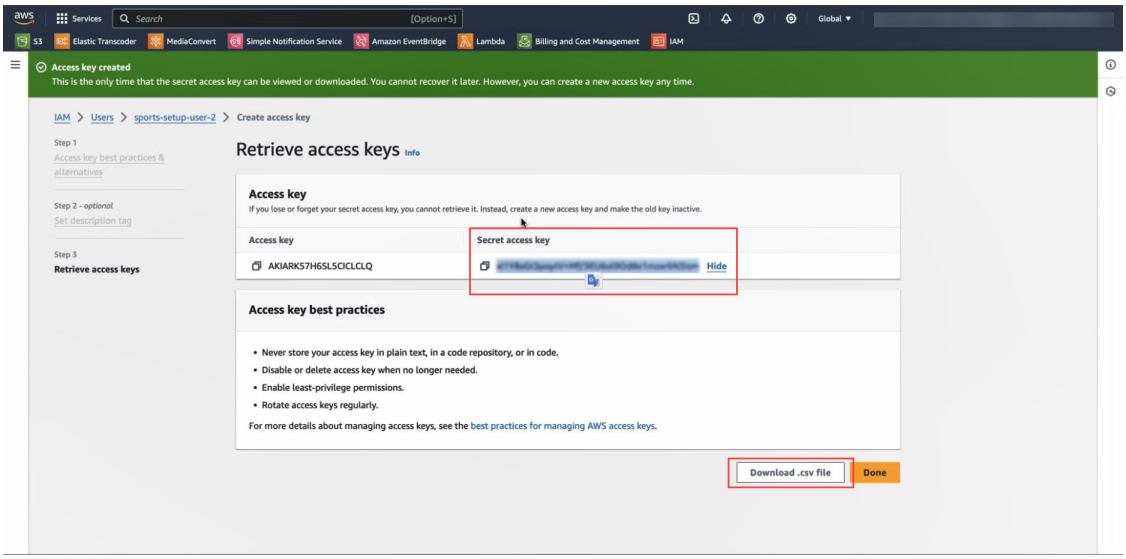
3. The third step is to generate the details needed to connect AWS and SAP Sports One.

1. Select the user you created. Then in the *Summary* area, click *Create access key*, and then select *Other*. Then click *Next*.



2. Optional: Add a description that explains the purpose of the access key, for example: **`To connect Sports One with AWS`**.
3. Click *Create access key*. Then copy the secret access key or download it as a CSV file. Then click *Done*.

> ⚠ Caution
>
> Warning, the secret access key is shown only once!



Next Steps

Now it's time to open the SAP Sports One web app so that you can connect AWS and SAP Sports One.

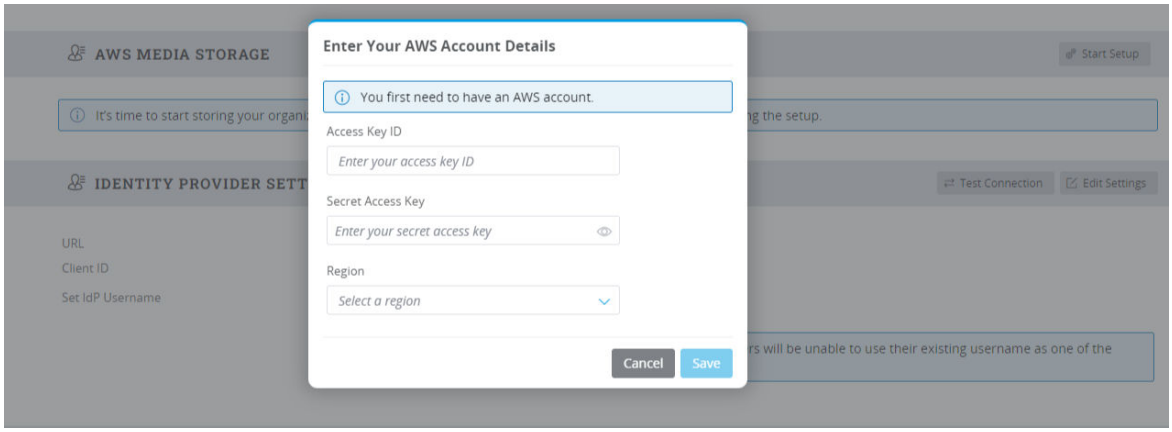
7.2.3 Connecting AWS

Connect SAP Sports One with AWS.

Entering your AWS access keys

To connect SAP Sports One with AWS, you need to enter your AWS access keys and select a data center.

1. In the SAP Sports One web app, go to *Admin* > *Providers* > *AWS Media Storage* and click *Start Setup*.
2. Enter your access keys in the *Enter Your AWS Account Details* dialog. The *Region* dropdown menu lets you decide in which AWS data center your videos are stored. Select the region that is closest to you. Then click *Save*.



3. Wait a few minutes and then click *Test Connection* to make sure SAP Sports One and AWS are connected.

Activating video storage on AWS

Let's now activate video storage on AWS so that new video uploaded to SAP Sports One is stored on AWS.

1. If you left, go back to the *AWS Media Storage* settings. Click *Activate AWS Storage*.

> **Note**
>
> Activating AWS storage may take a minute. You can choose *Test Connection* to check the status.

Deleting your AWS setup user

When the integration with AWS is fully completed, we recommend that you delete the setup user that you created in AWS because the user has powerful permissions that are no longer needed.

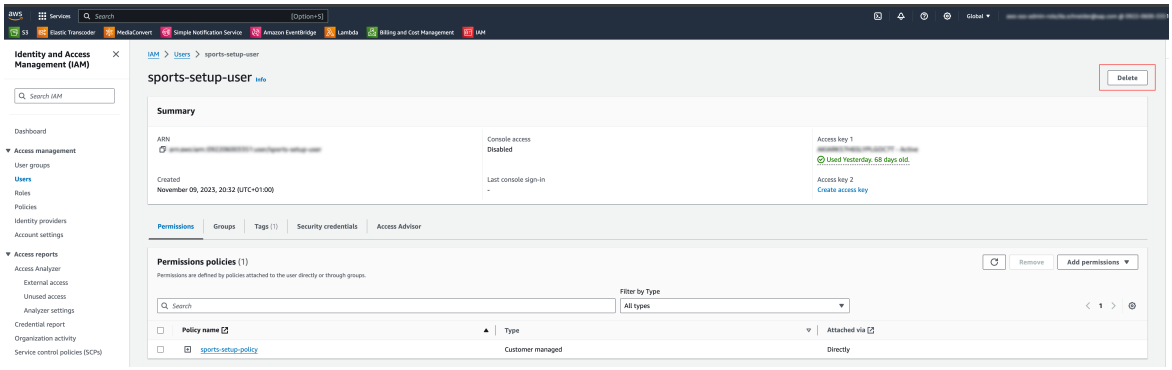
Deleting your AWS setup user

1. In your AWS account, go to the *IAM Dashboard* by searching for **IAM**.



2. In the left-hand menu, click *Users* and select the setup user. Then click *Delete*.

> **Note**
>
> Deleting the setup user doesn't affect the connection between AWS and SAP Sports One.



7.2.3.1 Detailed Information about the Setup User's Permissions

If you'd like to know more about the permissions that the setup user in AWS has, read this page.

The following entities are generated:

- S3 bucket
- MediaConvert Queue
- EventBridge Rule

- SimpleNotificationService Topic and Subscription
- IAM runtime user + respective policy
- IAM MediaConvert access role + policy

S3 Bucket

The S3 bucket is used to store the original (uploaded) media artifacts and the media artifacts created by MediaConvert jobs, such as different resolutions, thumbnails, and clips.

Bucket name is equal to the subdomain used for your SAP Sports One application.

Example:

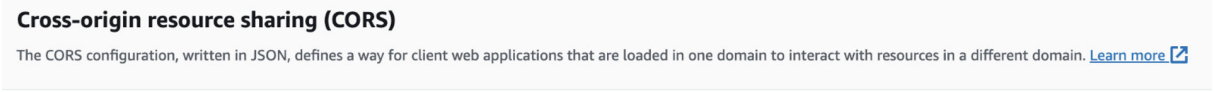
- Sports One URL: https://s1-fc-jupiter-soccer.eu10.sportsone.cloud.sap
- Bucket ID: s1-fc-jupiter-soccer

By default, bucket versioning is switched on.

Server-side encryption is automatically applied to new objects stored in this bucket.

By default, the bucket and its objects are not publicly available and public access is blocked. Access in Sports One happens via signed URLs (Uniform Resource Locator), no secrets are transferred.

By default, the following CORS (Cross Origin Resource Sharing) settings are used (more information about CORS here):




```
[
  {
    "AllowedHeaders": [
      "*"
    ],
    "AllowedMethods": [
      "GET",
      "PUT",
      "HEAD"
    ],
    "AllowedOrigins": [
      "*"
    ],
    "ExposeHeaders": [
      "ETag"
    ],
    "MaxAgeSeconds": 3600
  }
]
```

MediaConvert Queue

Once a new media asset is uploaded, a MediaConvert job is triggered based on your settings in SAP Sports One. Each job is submitted to a queue. MediaConvert processes jobs that are submitted to a queue in parallel.

When all the queue resources are used, added jobs stay in a SUBMITTED state until they are available again. By default, a on-demand queue is generated by SAP Sports One.

With on-demand queues, you don't have to set up anything in advance. You pay rates that depend on the features that are used. For more information, see MediaConvert Pricing .

Queue name: sports-queue-<subdomain>

Example: sports- queue -s1-fc-jupiter-soccer

More information can be found here .

EventBridge Rule

EventBridge is a serverless service that uses events to connect application components together, making it easier for developers to build scalable event-driven applications.

After a MediaConvert job is complete, based on the generated EventBridge rule, new events are triggered to inform SAP Sports One about the transcoding progress.

Rule name: sports-rule-<subdomain>

Example: sports-rule-s1-fc-jupiter-soccer

By default, the following event pattern is used in the generated rule:

```
{
  "source": ["aws.mediaconvert"],
  "detail-type": ["MediaConvert Job State Change"],
  "detail": {
    "status": ["INPUT_INFORMATION", "COMPLETE", "ERROR", "STATUS_UPDATE"],
    "queue": ["arn:aws:mediaconvert:<region>:<AWS account ID>:queues/
<subdomain>"]
  }
}
```

For the generated rule, a target is defined that points to a SNS (Simple Notification Service) topic.

SimpleNotificationService Topic and Subscription

Amazon SNS is a managed messaging service that lets you decouple publishers from subscribers via topics. This is useful for application-to-application messaging for microservices, distributed systems, and serverless applications

Topic name: sports-topic-<subdomain>

Example: sports-topic-s1-fc-jupiter-soccer

By default, the following access policy is used:

```
{
  "Version": "2012-10-17",
  "Id": "sports-sns-policy-id",
  "Statement": [
```

```
    {
      "Sid": "__default_statement_ID",
      "Effect": "Allow",
      "Principal": {
        "AWS": "*"
      },
      "Action": [
        "SNS:GetTopicAttributes",
        "SNS:SetTopicAttributes",
        "SNS:AddPermission",
        "SNS:RemovePermission",
        "SNS:DeleteTopic",
        "SNS:Subscribe",
        "SNS:ListSubscriptionsByTopic",
        "SNS:Publish"
      ],
      "Resource": "arn:aws:sns:<region>:<AWS account ID>:sports-topic-
<subdomain>",
      "Condition": {
        "StringEquals": {
          "AWS:SourceOwner": "<AWS account ID>"
        }
      }
    },
    {
      "Sid": "VisualEditor0",
      "Effect": "Allow",
      "Principal": {
        "Service": "events.amazonaws.com"
      },
      "Action": "sns:Publish",
      "Resource": "arn:aws:sns:<region>:<AWS account ID>:sports-topic-
<subdomain> "
    }
  ]
}
```

By default, the following delivery policy is used:

```
{
  "http": {
    "defaultHealthyRetryPolicy": {
      "minDelayTarget": 20,
      "maxDelayTarget": 20,
      "numRetries": 3,
      "numMaxDelayRetries": 0,
      "numNoDelayRetries": 0,
      "numMinDelayRetries": 0,
      "backoffFunction": "linear"
    },
    "disableSubscriptionOverrides": false,
    "defaultRequestPolicy": {
      "headerContentType": "application/json"
    }
  }
}
```

In addition to the topic, a subscription is created for your SAP Sports One application. Whenever an event is raised by MediaConvert, a HTTPS (Hypertext Transfer Protocol Secure) request is sent to your SAP Sports One application to update the media asset statuses.

Subscription Endpoint: https://<Sports One application URL>/api/sports-media-processing-service-api/v1/api/media/v1/services/rest/mediaProcessor/aws

Example: https://s1-fc-jupiter-soccer.eu10.sportsone.cloud.sap/ api/sports-media-processing-service-api/v1/api/media/v1/services/rest/mediaProcessor/aws

IAM runtime user + respective policy

Policy sports-policy-s1-fc-jupiter-soccer

Permissions defined in this policy

```
{
    "Version": "2012-10-17",
    "Id": "sports-media-convert-policy-id",
    "Statement": [
        {
            "Sid": "General",
            "Effect": "Allow",
            "Action": [
                "mediaconvert:*",
                "events:DescribeRule",
                "events:ListTargetsByRule",
                "sns:ListSubscriptionsByTopic",
                "sns:GetTopicAttributes",
                "sns:ListSubscriptions",
                "sns:GetSubscriptionAttributes"
            ],
            "Resource": "*"
        },
        {
            "Sid": "S3",
            "Effect": "Allow",
            "Action": "s3:*",
            "Resource": [
                "arn:aws:s3:::<subdomain>/*",
                "arn:aws:s3:::<subdomain>"
            ]
        },
        {
            "Sid": "IAMPassRole",
            "Effect": "Allow",
            "Action": "iam:PassRole",
            "Resource": "arn:aws:iam::<account_id>:role/sports-media-convert-
role-<subdomain>"
        },
        {
            "Sid": "IAMRotateAccessKey",
            "Effect": "Allow",
            "Action": [
                "iam:CreateAccessKey",
                "iam:DeleteAccessKey"
            ],
            "Resource": [
                "arn:aws:iam::<account_id>:user/sports-user-<subdomain>"
            ]
        }
    ]
}
```

Attached as a permissions policy

sports-user-s1-fc-jupiter-soccer	IAM Users

User sports-user-s1-fc-jupiter-soccer

Permission policies

sports-policy-s1-fc-jupiter-soccer	Customer managed	Directly

Access key created

IAM MediaConvert access role + policy

Policy sports-media-convert-s1-fc-jupiter-soccer

Permissions defined in this policy

```
{
    "Version": "2012-10-17",
    "Id": "sports-media-convert-job-policy-id",
    "Statement": [
        {
            "Effect": "Allow",
            "Action": [
                "s3:Get*",
                "s3:List*"
            ],
            "Resource": [
                "arn:aws:s3:::s1-fc-jupiter-soccer/*"
            ]
        },
        {
            "Effect": "Allow",
            "Action": [
                "s3:Put*"
            ],
            "Resource": [
                "arn:aws:s3:::s1-fc-jupiter-soccer/*"
            ]
        }
    ]
}
```

Attached as a permissions policy

Entity name	Entity type
sports-media-convert-role-s1-fc-jupiter-soccer	Roles

Role: sports-media-convert-role-s1-fc-jupiter-soccer

Permissions policies:

sports-media-convert-s1-fc-jupiter-soccer	Customer managed

Trusted entities

```
{
    "Version": "2012-10-17",
    "Statement": [
        {
            "Effect": "Allow",
            "Principal": {
                "Service": "mediaconvert.amazonaws.com"
            },
            "Action": "sts:AssumeRole"
        }
    ]
}
```

7.2.4 Selecting Video Quality and Encoding Preferences

The settings let you pick the video quality offered to viewers when streaming. The choice also affects your AWS storage because high quality videos require more space.

Our Quick Recommendation

We recommend that you encode all MP4 files and that you choose either 720p **or** 1080p for the video quality.

This approach makes sure that all videos can be played on all devices. It also offers a good compromise between good streaming experience, high video quality, and reduced storage and encoding costs.

More Details

Let's talk about video files. You might have seen that there are many video file types, such as MOV (Apple), AVI and WMV (both from Microsoft) and many more. The trouble is, no device can play all these file types. The good news? Almost every device can play an MP4 file.

That's why all non-MP4 videos that are uploaded to SAP Sports One are automatically converted to an MP4 file. But it's not that simple. Even MP4 files have their differences, and this can cause playback problems too. That's why you can also convert uploaded MP4 files to a standard MP4 file that *does* works on all devices.

Video Quality

When it comes to how good your video looks, you have a choice. When AWS converts your videos to the MP4 file format, AWS can create the file with the quality of your liking. Of course, the higher the quality, the bigger the file size. And the bigger the file size, the more storage you require.

Okay, let's now look at the choices you have.

Settings: MP4 Encoding

You have three encoding options for uploaded MP4 files. The system always converts other formats, such as .mov, to the standard MP4 format. Remember that AWS charges a fee for converting each video:

- **Encode all** – Convert all uploaded MP4 files to the standard MP4 file format. Your video quality settings define the quality of the converted videos.
- **Ignore small**– Only convert medium and large MP4 files to the standard MP4 file format. Your video quality settings define the quality of the converted videos.

- **No encoding**– Select this option if you're sure that the MP4 files uploaded by everybody can be played on all devices. The files are stored in the quality that they were recorded in.

Settings: Video Quality

When choosing the video quality, you may want to consider the following aspects:

- High quality videos are more enjoyable to watch. But they require more storage.
- Trying to stream high-quality videos on a smartphone with a poor internet connection can be frustrating.
- Videos with a poorer quality than the selected quality can still be played. For example, if you select 1080p and a video with 720p is uploaded, people can still stream it at 720p.

7.2.5 Calculating AWS Costs

AWS costs are determined by the services you use and divided into three categories: media services, storage, and other AWS services, such as network traffic or Amazon EventBridge. Each service is pay-per-use, meaning you only pay for the services you use.

Media Services and Storage

SAP Sports One automatically converts each video you upload into an MP4 file using AWS Elemental MediaConvert. It stores both the original and transcoded videos in Amazon S3. The videos can then be streamed in all SAP Sports One products. You can also use AWS Elemental MediaConvert to cut scenes from longer videos. The resulting clips are also stored in Amazon S3.

AWS Elemental MediaConvert and Amazon S3 storage are usually the main contributors to your costs. Media conversion requires a lot of compute power, while videos require a lot of storage space.

Other AWS Services

Other services, such as network traffic or Amazon EventBridge, are usually not a relevant cost driver in SAP Sports One.

Unlike streaming platforms, which have millions of streamers and consider network traffic a significant cost driver, SAP Sports One typically has videos streamed by no more than 10 or sometimes 50 people.

As a result, storage costs are primarily calculated by volume, while media conversion costs are mainly determined by the length of the videos.

You can estimate the costs using the calculator .

How does deleting and copying media affect costs?

When you delete media files from the SAP Sports One *Media* library, but the files are used elsewhere, for example in a match preparation project, the files aren't actually deleted. The system only deletes the actual content when no files are left pointing to it. When you copy a file, SAP Sports One doesn't duplicate the content. Instead, multiple files point to the same content, allowing you to create unlimited copies without incurring extra costs.

7.3 Importing Performance Data from Third-Party Providers

Synchronize training sessions and matches with the corresponding system of your third-party provider. You can import fitness data from your third-party provider without uploading spreadsheet application files.

Prerequisites

As an administrator, you have acquired the necessary authentication data from your third-party provider, as outlined in the table below.

Authentication data for third-party providers

Provider	Required Authentication Data
Kinexon	• URL • User • Password • Team IDs • API Keys To receive the required authentication data, please reach out to your Kinexon contact. **Note** As a coach, you can import tracking data from Kinexon systems by disabling the player-session synchronization and using player mapping instead.
Catapult	• Connect integration token You can generate the token yourself by using Catapult's OpenField application.

Provider	Required Authentication Data

Polar	• Client ID
	• Client Secret
	
	To receive the Client IDand Client Secret and integrate with the Polar system:
	
	1. Go to https://admin.polaraccesslink.com/ and log in using your existing Polar credentials, or register a new Polar account.
	2. Fill your application information as follows:
	  • Application Web site: <your SAP Sports One system domain>
	  • Authorization callback domain: <your SAP Sports One system domain>/sap/sports/pd/api/polar/v1/polar/receiveAuthorizationCode
	3. After the client is created, make a note of the OAuth2 Client ID and Client Secret, and enter them in SAP Sports One.
	4. Choose *Grant Access* and accept access to Polar data.
	5. Switch back to edit mode and map the teams, as required.

Firstbeat	• Client ID • Client Secret • Account ID To receive the required authentication data, please reach out to your SAP Sports One contact.
STATSports	• API ID To receive the required authentication data, please reach out to your STATSports contact.
WIMU PRO	• User • Password To receive the required authentication data, please reach out to your WIMU PRO contact.

Procedure

1. Go to *Admin* > *Providers* > *Tracking Provider Configuration.*
2. Select the relevant third-party provider from the list.
3. Maintain the third-party provider settings as outlined in the table, above.

4. Choose *Test Connections* to test your connection to the relevant third-party provider.
5. Go to *Admin* > *Providers* > *Provider Player Management* to maintain the player mapping for each SAP Sports One team connected to your third-party provider.
6. Go to *Admin* > *Tracking Configuration* > *Provider Parameter Management* to maintain the mapping between performance parameters in SAP Sports One and your third-party provider's system.

   You can use calculations to transform values correctly, for example, in the case of unit conversions.

Results

Coaches that create or edit a training session or match can select a configured tracking provider to import performance data.

After a training session or match, coaches can trigger the automatic import of data. They can select the correct session from the provider and can, for some providers, map their training exercises or match periods to periods from the provider.

Related Information

Setting Up Third Party Data Providers [page 60]

7.4 Importing DFL Match Performance Data

Maintain the configurations for importing Deutsche Fußball Liga (DFL) match performance data.

Prerequisites

> ⚠ Caution
>
> Changes at DFL at the end of the 21/22 season mean you need a new client token to continue receiving their match data. Request a new client token from your DFL contact person.

- You have secured a DFL client token as follows:
  - You have submitted an agreement to DFL.
  - You have received approval from DFL.
  - You have received the client token and client ID from DFL.
- You have maintained the client token, as required.
- Your club is of the 1st and 2nd German Bundesliga.

Context

DFL provides values for 15 match performance parameters. If you want to import specific performance parameters, you must map the DFL parameters to at least one of the performance parameters in SAP Sports One, and then activate the mapping to enable the import.

> **Note**
>
> You can restart the import of DFL data to your system to receive corrected data, if required. The import retrieves and overwrites the match events and match fitness data from the previous three seasons and the current season.

Procedure

1. Go to *Admin* > *Tracking Configuration.*
2. Choose *Edit Configuration*.
3. Map the DFL parameters to the relevant performance parameters.

   > **Note**
   >
   > If necessary, you can deactivate a mapping.

   > **Note**
   >
   > You may need to convert units in the *Calculation* field. For example, if the *Distance Covered* parameter uses meters and your mapped performance parameter uses kilometers, the unit calculation is "/1000".
4. Save your changes.
5. Go to *Admin* > *Providers* > *DFL Settings.*
6. Select *DFL Data Import* and select the *Import Match Fitness Data* checkbox.

Results

You have mapped the DFL parameters to the performance parameters in SAP Sports One and the match performance data is automatically imported. If there is no performance parameter selected for a DFL parameter, or if the mapping is deactivated, the value for the DFL parameter is not imported.

7.5 Identifying Data Duplicates

Map original and duplicate records for a team, or for a player or staff member in your team.

Context

When you manually add personal records or automatically import data into your system, some duplicate records may be generated. As a team manager you are familiar with your teams, with the players and staff members in your teams, and with managing the data in the system. If you notice a duplicate team record or personal record, you can identify the original and duplicate records, validate both, and map them as duplicates.

> ⓘ Note
>
> Chief scouts and scouts can support you – the team manager – with this task. They have permission to propose duplicate records.

Procedure

1. In the relevant team profile, player profile, or staff member profile, choose *Manage Duplicate*.

   The *Map Duplicate* dialog appears.
2. In the *Original* tab, view the selected key data for the team or person.
3. In the *Duplicate* tab, search for the duplicate record for the team or person.
4. Validate data from both records. You can select *Club Statistics* to view the history of team assignments, or *Match Statistics* to view number of matches played in any competition.
5. Once you identified the original record, select *Accept*. You can swap the original and the duplicate records, if required.

Results

The data records are now mapped as the original and the duplicate. Duplicate records will not appear as search results in the global search. An administrator can merge both records and delete the duplicate, if required. When you merge an original team and a duplicate team, you can migrate data, for example, matches, players assigned to the teams, pictures, files, and so on, from the duplicate team to the original team.

> ⓘ Note
>
> You can disjoin a pair of mapped records selecting the *Reject* option in the map duplicate screen.

Related Information

Merging Data Duplicates [page 80]

7.6 Merging Data Duplicates

As an administrator, merge original and duplicate data records for a team, or for a player or staff member in your team.

Context

When you manually add personal records or automatically import data into your system, some duplicate records may be generated. The system automatically identifies a list of duplicate proposals or the team manager may manually do so. You can merge the data in the original and duplicate records, and delete duplicate records, if required.

Procedure

1. Go to *Admin* > *Duplicate Management*.
2. In the list, select teams or persons.
3. View the list of identified original and duplicate records.
4. For a selected pair you can:
   a. Swap the original and the duplicate record.
   b. Merge the original with the duplicate record. Once merged, the system transfers all duplicate details to the original record, and deletes the duplicate.

> **Note**
>
> The step of merging a duplicate with an original record is irreversible.

> **Note**
>
> A duplicate with a valid user-ID cannot be merged.

> **Note**
>
> When you merge an original team and a duplicate team, you can migrate data, for example, matches, players assigned to the teams, pictures, files, and so on, from the duplicate team to the original team.

c. Reject the pair of records, if applicable. The duplicate record will be available again.

5. In the *Proposed Duplicates* tab, view a list of the identified original and duplicate pairs. If you accept a pair, it appears in the *Duplicates* tab.
6. Under *Rejected Duplicates*, view a list of the rejected pairs.

Related Information

Identifying Data Duplicates [page 79]

7.7 Integration with SAP Analytics Cloud

You can optionally integrate your SAP Sports One system with SAP Analytics Cloud for business intelligence, which integrates your data sources in a single view so you can discover, visualize, and plan your success.

Prerequisites

You have done the following:

- Purchased the necessary SAP Analytics Cloud user licenses from the SAP store
- Created SAP Analytics Cloud users, with different user profiles and authorizations, for your colleagues. The system automatically sends invitation links to users by email.
- Nominated a system owner to create other SAP Analytics Cloud users
- Received an invitation link by email to log on to your SAP Analytics Cloud tenant
- Established an SAP HANA Live connection with the back end of your SAP Sports One system
- Created SAP Analytics Cloud models using the SAP Sports One SAP HANA views
- Defined your reports, consisting of one or more canvas or responsive pages
- Defined a digital boardroom, if necessary

Context

You can access and connect to your data in real time, and quickly address your club's or association's challenges with presentations, dashboards, and infographics. You can also collaborate with other SAP Sports One users from the club or association in real time, and easily share your findings with colleagues and partners.

SAP Analytics Cloud Content Network and SAP Sports One Content

As new customer, you can import content for SAP Sports One.

> **Note**
>
> You must set up a SAP HANA Live connection to see the relevant data.

Choose the *Content Network* icon, then choose *Business Content* > *SAP Sports One Analytics* to import content from SAP Analytics Cloud Content Network to your SAP Analytics Cloud files repository. In the *Import Overview*, you can use the relevant link to access the SAP Analytics Cloud content blog, if required.

> **Note**
>
> We recommend you engage an SAP consultant to adapt the content to your club's or association's needs.

Related Information

For more information, see SAP Analytics Cloud Help on SAP Help Portal, as follows:

- Under *Help Library*, choose *Security* > *Users*.
- Under *Help Library*, search for **`Live Data Connections to SAP HANA`**.
- Under *Help Library*, search for **`Creating a Model from a Live Data Connection`**.
- Under *Help Library*, choose *Stories*.
- Under *Help Library*, search for **`About the Digital Boardroom`**.

8 API Library

The API library allows you to export data from SAP Sports One. You can use this data outside of SAP Sports One, such as for data scientists, or during the decommission process to retain certain data after terminating your SAP Sports One license.

Also note that unless you have an additional agreement with the data provider Heimspiel , the APIs do not export the data that was originally provided by them.

Important Information

Request access to APIs

To export data, you need to request SAP to activate the API library for your SAP Sports One tenant. Get in touch with your SAP contact person to request activation.

Exporting data from Heimspiel

Unless you have an additional agreement with the data provider Heimspiel , the APIs do not export the data that was originally provided by them.

Rate limits

The export APIs are subject to a rate limit to ensure optimal service performance and availability. **Please note that the rate limit may change.**

> ⚠ Caution
>
> Effective middle of August 2025, the rate limit for the API calls per minute will be reduced. This change helps ensure platform stability and performance for all users.
>
> We strongly recommend sharing this update with your technical experts to ensure any integrations are reviewed and adjusted as needed.

Why is rate limiting important?

- Prevents abuse: It prevents malicious actors from spamming the server with too many requests in a short time.
- Ensures fair usage: It ensures that all clients have fair access to resources.
- Improves system stability: Rate limiting protects backend systems from being overwhelmed and helps them handle traffic loads efficiently.

Key concepts of API rate limiting

A rate limit restricts the maximum number of requests a client can make in a specified time period (e.g., 300 requests per minute). If a client exceeds this limit, they will be temporarily blocked and receive a "Rate Limit Exceeded" error (most commonly a HTTP status of 429 Too Many Requests).

How rate limiting works in practice

The API response includes special rate limit headers to communicate the current status. These headers include:

- `ratelimit-limit`: Shows the maximum number of requests allowed within the time window, for example 300.
- `ratelimit-policy`: Shows how many requests are allowed in the time window. For example 300;w=60, which means 300 requests in a 60 second window.
- `ratelimit-remaining`: Shows the number of remaining requests that can be made within the current time window, for example 150.
- `ratelimit-remaining`: Shows the number of seconds until the rate limit resets, for example 24.

Example flow:

1. A client makes a request to the API.
2. The server checks if the client has reached the rate limit.
3. If the client is within the limit, the request is processed.
4. If the client has exceeded the limit, the server responds with a 429 status code and includes a Retry-After header, indicating how long the client must wait before making another request.

> **Note**
>
> For the SAP Sports One external APIs, the rate limit is global, meaning all Technical API Users from your organization share a single pool of requests.

Open Resource Discovery Protocol

The export APIs support the Open Resource Discovery Protocol specification. For more information, visit the website .

Related Information

Setting up Technical API Users [page 84]
Testing the Data Export Using the Integrated Swagger UI [page 86]

8.1 Setting up Technical API Users

For staff members to retrieve data via an API, they must log in to SAP Sports One with a technical API user instead of their usual user.

Before You Begin

1. You need the *API Administrator* role assigned to your user. With this role, you can create and manage technical API users.

2. You have created an email address to use with the technical API user that you will set up in the following steps. Example: *apiuser@sapunited.com*

> **Note**
>
> We strongly recommend that you use a generic email address with an inbox that you can access instead of using someone's personal email address. This avoids problems that can occur if the person leaves the club.

Procedure

As the admin, grant yourself or a staff member the permission to create and manager technical API users:

1. Go to *Admin* > *Users* and select the user who you want to enable to create API users.
2. Under *Roles*, check the box for *API Administrator*, save your changes, and refresh the screen.

As the API administrator, set up API users:

1. Go to *Admin* > *Technical API Users* and create a new API user.

> **Note**
>
> Use the generic email address that you created previously.

2. Save the user information.
3. Click "..." to define permissions for the API user.
4. By selecting the permissions, choose the relevant API endpoints that the technical API user can use.
5. Choose *Save*.

An account activation email is sent to the newly created technical API user. They must log in and set a password.

> **Note**
>
> You can't use your personal user account for data export using APIs. Only the technical API user can perform this task. This user has unrestricted access to all data exported by the assigned APIs. There is no automatic filtering by role or instance-based permissions.

8.2 Testing the Data Export Using the Integrated Swagger UI

Access the `Swagger` documentation for API endpoints and retrieve data from the system.

Before You Begin

1. An admin has created a technical API user for you and has given you permission to access API endpoints.
2. You have received an activation email and activated your technical API user account.

Context

You can access the API documentation by using the *Switch Apps* menu (top right) or by clicking the API documentation button in the *Technical API User* section. Select the API you want to test to access the `Swagger UI`.

In the `Swagger UI`, you can select various parameters to influence the API response.

> ⓘ Note
>
> The API parameter section in the `Swagger` has a link to the OData documentation, which provides further details for calling the API, parameter filtering, and paging.

Procedure

1. Log in to SAP Sports One with technical API user.
   You are forwarded to the API documentation.
2. In the API documentation, select an API endpoint.
3. Expand the desired API endpoint in the `Swagger UI`.
4. Click *Try it Out* and *Execute*, then enter the technical API user's email address and password.
5. View the results.

Request Data Using Command Line Commands

Alternatively, you can use a cURL command to retrieve data from the system.

> → Tip
>
> Use the cURL from the Swagger UI.

8.3 API Documentation

Look up details about the SAP Sports One APIs.

In addition to the Swagger documentation for each API, you can find more details about the APIs here.

API	Details
For all `AttachmentBlobs` APIs, for example `clubAttachmentBlobs`, use the following key attribute.	Key attribute: `Field`
For all `attachment` APIs, for example `clubAttachments`, use the following key attribute.	Key attribute: `Partition`
For all `AttachmentVideo` APIs, for example `clubAttachmentVideos`, use the following key attribute.	Key attribute: `Field`

All APIs that provide people's details refer to people by their SAP Sports One ID. To export people's names, use the `persons` API for the corresponding group.	Examples:
	`trainingManagementPersons`
	`performanceDiagnosticsPersons`

`exerciseCatalogSkillReferences`	The key `ExerciseID` is the same as the key `CatalogEntryID` in the API `exerciseCatalog`.

9 Data Security

9.1 Security Information

As a data security officer, you can access the most recent version of the SAP Sports One Security Guide from the *SAP Help Portal for SAP Sports One* > *Implement.* Alternatively, you can access it from within the SAP Sports One application when you log on with your user, and go to *Data Security* > *Security Guide.*

For additional security information, see the documentation for SAP Business Technology Platform (SAP BTP).

> **Note**
>
> Ensure your operation system and browser versions are up-to-date, and that you perform regular virus scans to protect your compter.

Related Information

SAP Help Portal for SAP Sports One
SAP Business Technology Platform (SAP BTP)
Security, Neo Environment
Mobile Applications

9.2 Generating Personal Data Reports

Generate a personal data report to collect all relevant, confidential, personal data, arrange it in meaningful content sections, and provide it as a download.

Prerequisites

You have the role Data Security Officer or the required permissions to view the relevant confidential personal data.

Context

In accordance with data privacy and informational self-determination legislations, which are subject to national regulations, any individual is entitled to request the disclosure of their personal data stored in the system. You can generate personal data reports as outlined in the procedure below.

Procedure

1. To generate the *Personal Data Report* there are two options:
   a. The Data Security Officer navigates to *Data Security* > *Personal Data* and searches for any person in the system.
   b. Any role with relevant permissions can generate the report in the *Reports* section of the details page of a player, club contact or staff member, by choosing *Personal Data Report*.
2. Set the name for the download file.
3. Select up to three content sections to be included in the report and click *Save as PDF*.

   The file is generated and stored in the default local download folder.

9.3 Maintaining Consent for the Terms of Use Documents

Define the Terms of Use documents that a user confirms before they access the system. Maintain user consent documents for all users of the SAP Team One, SAP Player Fitness, and SAP Scout One mobile apps.

Prerequisites

- You have prepared the Terms of Use for the SAP Sports One application in the form of a PDF.
- You have prepared the Terms of Use for the SAP Team One, SAP Player Fitness, and SAP Scout One mobile apps in text file format.

Context

The Terms of Use documents are visible when your users log on to the system. Users must accept the Terms of Use conditions before proceeding with their logon.

You can specify whether a document is required for specific roles, and you can generate a report to verify which users have accepted the Terms of Use.

> **Note**
>
> - For the SAP Sports One portal application, you can upload multiple Terms of Use documents, which display one after the other.
> - For the SAP Sports One mobile applications, you can have only one valid Terms of Use document at a time for each application.

Procedure

1. Depending on your role, go to either *Data Security* or *Admin*, and choose *Terms of Use.*

   The system displays a list of all Terms of Use documents with their validity period, the roles or mobile apps for which they are valid, and the consent document.
2. To view an existing document, hover your cursor on the relevant row and select the document icon.

   The document is downloaded to your local folder.
3. To edit a document, hover your cursor on the relevant row and choose the *Edit Terms of Use* icon.
4. If required, add a new user consent or Terms of Use document:
   1. Choose the portal application or mobile application tab, as required.
   2. Upload the relevant PDF file or text file.
   3. Select the *Active* toggle button.
   4. Enter other relevant details such as a title, validity period, and the relevant roles, if required, and select the relevant mobile application from the list, if applicable.
   5. Amend the labels for the accept and reject button, if required.
   6. Save your changes.

   > **Note**
   >
   > You can restrict a document, so it displays for a specified time period or for a specified set of user roles, if required.
5. To generate a report and verify which users have accepted the Terms of Use conditions, hover your cursor on the relevant row, and choose the *Show Report* icon.

   The system generates the report and by default, stores it in your local download folder.

Results

The new or changed Terms of Use or user consent document appears when users log on to the system. The set is active for the validity period specified, and it displays when the users with the specified roles next log on. Users must accept the Terms of Use to log on to the system and proceed with their tasks.

The system logs an acceptance of a Terms of Use, and offers you a report outlining when and which users accepted.

Related Information

Customizing Colors and Background Images [page 49]
Granting Consent for the Terms of Use Documents
Revoking Consent for the Terms of Use Documents

9.4 Viewing Security Settings

As a data security officer, view the technical details of the security settings.

Procedure

1. Go to *Data Security* > *Security Settings* > *Database Encryption* to view the set database encryption values.

   > **Note**
   >
   > The default value of all these check-boxes is "ON".

2. Go to *Password Policy* to view the settings for:
   a. *Password Definition*, which outlines the requirements for a valid password
   b. *Password Lifetime*, which lists the relevant settings for a password's validity and expiration

   > **Note**
   >
   > You can view the password policy settings for the onscreen warning message and icon, which appear before a user's password expires. If you want to adjust the password policy settings, please create a support ticket for the component `IS-SE-SPS-TM`.

3. Go to *Data Privacy Settings* to to enable or disable the automatic sending of health-related notifications to physiotherapists' and coaches' communication rooms.

   > **Note**
   >
   > By default, the switch is disabled. You must enable it if you want to send the automatic health-related notifications, as before.

Related Information

Create a Support Ticket

9.5 Governing Retention Policies for Personal Data

As a Data Security Officer, determine the retention and deletion periods for personal data, in accordance with European Data Protection Regulations.

Procedure

1. Under *Data Security* > *Retention Policies*, view a list of modules and relevant personal data. Initially, policies for all modules are deactivated.
2. To activate a policy for a module, switch the respective *Active* control on, and :
   a. Specify under *Blocked After* after how many days objects will no longer be available. This period starts with the date of the last change, or with the end of the validity period of the relevant object.

      > **Note**
      >
      > The information icon next to the object name provides a mouse-over text, with the attribute to which this validity period refers.

   b. Under *Deleted After* specify the number of days after which objects and their dependent data are automatically erased from the system. This period starts with last change date, or with the end of the validity period of the relevant object, and must exceed the number of *Blocked After* days.

   You can deactivate a retention policy, which stops the automatic deletion of objects. You can unblock objects by selecting the*Show blocked data* option on an object, and unblock selected items in the list of objects.

9.6 Configuring and Viewing the Data Access Log

As a Data Security Officer, record the data of users accessing SAP Sports One modules and tables, in a log file.

Procedure

1. Under *Data Security* > *Access Log*, view a list of modules and relevant tables.

   Initially, logging of data access to all modules is deactivated.
2. To enable a data access log, activate the *Edit Access Log* option and select a table of the relevant module to be logged.

   You can choose which data access should be logged: *Read*, *Write*, or *Read/Write*.
3. To view the data access log, select the relevant table and navigate to *View Access Log Details*, where you can do the following:

a. Apply a filter to narrow down the list of entries.
b. View the list, which provides all the details of data access for the selected table.
c. At the bottom of the list, view the total number of log entries.

9.7 Enabling the Health Attachments Section

Enabling the *Health Attachments* section for all players in the club allows users with the physiotherapist role to store health-related media about players that are unrelated to a specific medical event.

Context

- **Permissions**:
  - To enable the section, you – as the admin – need the data security officer role.
  - Because the files stored in the section are confidential, only users with the physiotherapist role can see the section.
  - To see the files within the section, a user also needs an additional medical data permission, which is granted per team. To grant the permission, go to *Admin* > *Users*. Then click the three dots next to the user and go to *Medical Data*.
- **Privacy and Security**
  For privacy and security reasons, the following restrictions apply:
  - You can't add videos and info packages. Videos are stored with Amazon Web Services; therefore, to ensure absolute privacy and security, videos aren't allowed.
  - A player's *Health Attachments* section isn't discoverable in the file browser of the media library.

Procedure

1. To enable the *Health Attachments* section for all players in the club, go to *Data Security* > *Security Settings* > *Data Privacy Settings*.
2. Turn on the *Health Attachments Section* switch.

10 Managing Individual Object Permissions

You know the problem: you or a colleague needs access to content that was created by someone who's left the club. Now what? Good news: The Individual Object Permissions management tool lets authorized staff members grant people read and write permissions for specific content, like a player note, communication room, or match preparation project.

1. To get started, you – the admin – need to give yourself or selected staff members the role to manage individual object permissions. Go to *Admin* > *Users* and click the three dots next to a user. Go to *Roles* and select the role *Individual Permissions Admin*.
2. Ask the SAP Sports One data security officer at your club to enable activities in the permissions tool to be logged.

   > **Note**
   >
   > For security reasons, all write (or optionally read and write) actions in the permissions tool must be logged to enable the data security officer to review changes made to the permissions.

   1. As the data security officer, go to *Data Security* > *Access Log* and from the *Select Module* dropdown menu, select *Team Management*.
   2. Click *Edit Access Log*. For *Permissions for various objects* select *Write* or *Read/Write*.
   3. Click *Save*.
3. When required, you – and other authorized users – can now manage the permissions for individual objects. For example, you can give yourself or a colleague permission to view a player note.
   1. Go to *Admin* > *Individual Object Permissions* > *Permission Management*.
   2. From the *Object Type* dropdown menu, select the type of object (or content) for which you want to edit the permissions.
   3. Search for the specific object (or content). Then hover over the object's name and click the edit button.
   4. You can now manage the permissions for the individual object.

11 Getting Support

Have a problem or need assistance with SAP Sports One? No problem. You – as the admin – can create a support incident without leaving the SAP Sports One web app by using the Built-in Support platform.

Before you begin

Before you can create your first support incident, you need the following:

- The admin role in SAP Sports One.
- An SAP S-User.
- An SAP Universal ID that's connected to your SAP S-user (which we'll cover in the next section, Setting up Built-In Support).

Setting up Built-In Support



1. In the SAP Sports One web app, click your profile picture and click *Need Support?*
2. In the Built-In Support panel, browse the introduction information and then click the *information* button.
3. Watch the *User Management* video. It explains how to create an SAP Universal ID and how to connect it to your S-user. (The SAP Universal ID is SAP's new simplified user concept, which is separate to your SAP Sports One user.)

Creating a support ticket



1. To create a support incident, click *Report New Issue* and describe your problem. Select the component *SAP Sports One IS-SE-SPS*.
2. Send us your problem by clicking *Create Incident*.

12 Integrating with Joule – SAP's Generative AI Copilot

SAP's generative AI copilot, Joule can help your staff members save time by completing tasks in SAP Sports One.

Enabling Joule

The first step is speak with your SAP contract person. They can assist in adding Joule to your contract. Afterwards, you can enable Joule on your SAP BTP cockpit. All of the steps are described in full in the Joule guide, here:

FAQs

- **How much does Joule cost?**
  Check the table below. Note, *Base* capabilities are free of charge.
- **Are there any data protection and privacy issues to consider?**
  For full information about data protection and privacy, go to the Joule guide.

Joule Capabilities for SAP Sports One

Explore Joule's Capabilities

Area	Capability	Description	Notes	Example Prompts	Capability Type	Available in Mobile Apps
Scouting	Summarizing a player's scouting reports.	Reading through a player's scouting reports to find key details can be time-consuming. Let Joule help you by asking it to summarize the scouting reports for you.	You need the scout role to see Joule within SAP Sports One. Your scouting permissions also affect which scouting reports you are allowed to access.	*Summarize the scouting reports for Dennis Chambers written this year.* *List Dennis Chambers strengths and weakness as described in his scouting reports.*	Transactional Base	No

Area	Capability	Description	Notes	Example Prompts	Capability Type	Available in Mobile Apps
Scouting	Summarizing a match report	Reading through a match report can be time-consuming. Let Joule help you by asking it to summarize the report for you.	You need the scout role to see Joule within SAP Sports One. Permissions defined per match report affect which reports you can access.	*Summarize the match report for Germany vs Spain.* *Give me a bullet-pointed summary of the match between Germany and Spain.*	Transactional Base	No

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