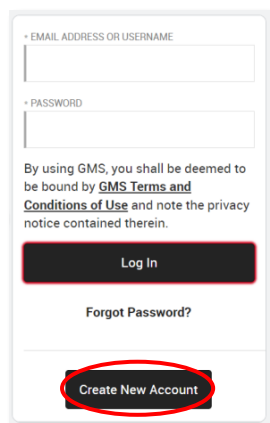# Accessing the club's website on GMS

The Game Management System (GMS) is the RFU's primary platform to support the grassroots game in England. You may already have a GMS account if you've been a coach, first aider or player at Buckingham RUFC, if this is the case* you can use this account to login at *https://gms.rfu.com/GMS/Dashboard/Organisation/2596*

*Unsure? See the 'Check if you already have an account' section later in this guide.

NEW account set-up

To set up an account for the first time please visit the above web address to:
- Complete a standard form and set up a password.
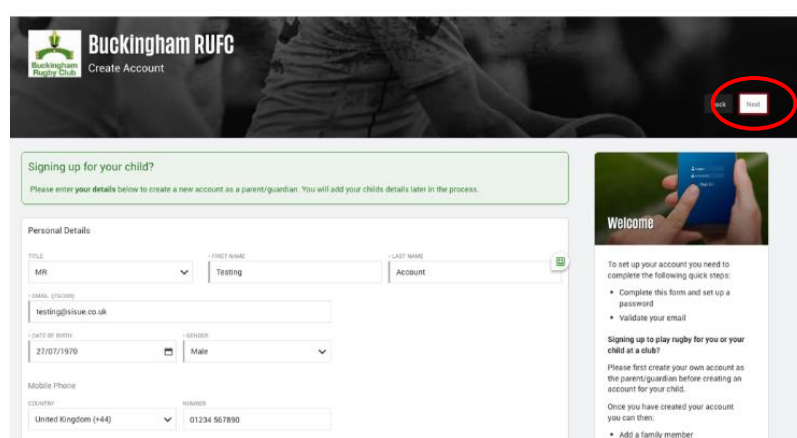- Validate your email address.

1. In the panel shown on the left, click on *Create New Account*, then…

2. In the screen shown below, enter your details including postcode and select your address. Click the *Next* button top right, then…
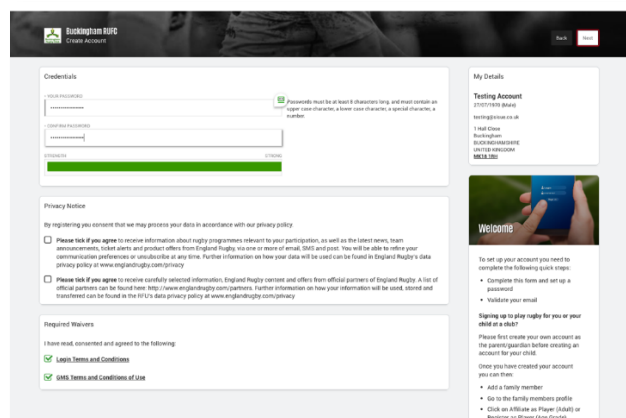

3. In the screen shown on the right create a password with at least 8 characters in the *Credentials* field. The full password rules are displayed at the end of this guide.

4. Read the *Privacy Notice* and consent as you wish. Note that to receive club emails, you must consent to the first option.

5. Accept the site Terms & Conditions (click to read them).

Click the *Next* button top right and, when your account has been created, you'll be automatically redirected to the screen shown below…
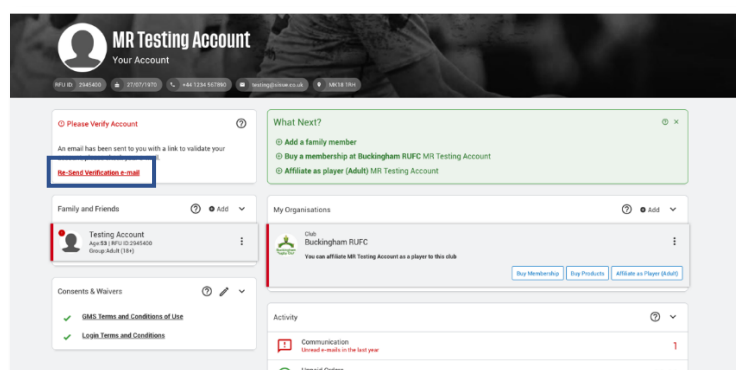
6. An email with the subject 'Please validate your email address' has been sent to you from Buckingham RUFC. Please find it and check your junk or spam folder if you cannot find it.

You can click to have it re-sent (see the blue box)

7. An example of the email is shown below. Please click the 'Verify Email' link in the body text as shown on the reverse page of this guide…

…you'll then be taken back to GMS in your browser and you'll see this screen…
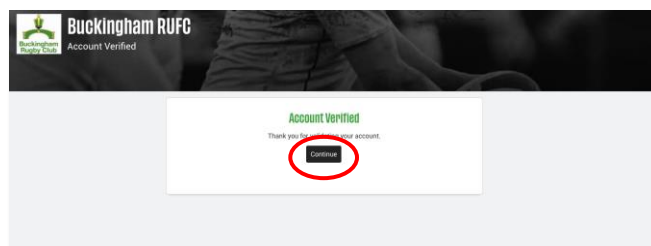
8. Click *Continue* and you will be set up.

NOTE: No need to buy a subscription, your existing Gocardless mandate will continue.

Please note: If you have any problems email *itadmin@buckinghamrugby.co.uk*

Check if you already have an account

1. In the panel shown on the left, click on *Forgot Password?* then insert your email address in this screen, click the 'robot' panel and then on *Reset Password.*

2. Click *Continue* and go to your inbox to see if you have an email from *noreply@first-sports.com* with the subject 'GMS Password Reset Request'. Remember to check your junk or spam folder if you cannot find it.

See the example below…

3. If you receive this email, it means you already have an account and can use the 'Reset Password' functionality in the email's body text.

Passwords must comply with the following rules set by GMS:
 Be at least 8 characters long.
 Must contain an upper-case character,
 Must contain a lower-case character,
 Must contain a special character, (!@£$%^&)*
 Must contain a number.

If you don't receive this email, please create an account as per the 'NEW account set-up' steps above.