

League Planner

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1. Login to League Planner

- i Go to <https://lta.tournamentsoftware.com/member/login.aspx>
- ii Each club has been supplied a login id and pw.
- iii Login names look like oxfnnnxxx where nnn is 3 to 6 letters and xxx are 3 numbers.
- iv The password is a series of letters and numbers. The passwords should not be changed as they have been supplied by the LTA in this format.
- v After login select Oxfordshire Babolat Summer League 2016



Login

Login to enter online or change your profile.

Login name:

Password:

☐ Remember me next time.

Login



Lost password?

Have you lost your password?



Lost login?

Have you lost your login name?

Active roles

Tournament/Organization	Role
Oxfordshire Babolat Summer League 2016	Tournament admin

2. Navigation: Finding your matches

- i After selecting the league you go to the Organization page
- ii Click on My Matches to view just your clubs matches
- iii The default display is called Current and Unconfirmed matches.
- iv To view all matches, change the option to All Matches



Oxfordshire Babolat Summer League 2016

Last updated: 17 April 2016 18:44

 Alex Wingent, Abingdon, Great Britain

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Members

Alex Wingent

Address: Abingdon Great Britain [Route at Google Maps](#)

Contact

Name: Tennis Oxfordshire

Email: adultleagues@oxfordshireta.co.uk

Organization
Draws
My matches
Matches

My matches

Match filter:

Event filter:

Sat 16/04/2016 13:00	Mixed Doubles - Division 6	1	1	Henley A - Abingdon C	 Modify
Sat 23/04/2016 13:00	Men's Doubles - Division 3	2	5	Virgin Active A - Abingdon A	 Modify
Sat 23/04/2016 13:00	Men's Doubles - Division 3	2	6	Abingdon B - North Oxford B	 Modify

3. Changing Match Date / Time

- i Matches without scores entered can be rescheduled.
- ii For a partially entered match that is being rescheduled you need to email the league adultleagues@oxfordshireta.co.uk who will alter the date for you.

- iii. To view your upcoming matches select Upcoming Matches from the My Matches view
- iv. Click Modify against the match you wish to reschedule. Please obtain an email confirmation from your opposing club prior to making a change and forward email to adultleagues@oxfordshireta.co.uk
- v. Click Reschedule Match
- vi. Change the date and time, then click Save to finish
- vii. The rescheduled match will appear with new date/time. At the end of the match line there will be a rotating arrows icon. This indicates that the match has been moved.

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My matches

Match filter:

Event filter:

Sat 23/04/2016 13:00	Men's Doubles - Division 3	2	5	Virgin Active A - Abingdon A	Modify
Sat 23/04/2016 13:00	Men's Doubles - Division 3	2	6	Abingdon B - North Oxford B	Modify

Match overview

Event **Virgin Active A (OXF401MD1) - Abingdon A (OXF001MD1)** Score

MD1	-
MD2	-
MD3	-
MD4	-

[Reschedule match](#)
[Relocate match](#)
[Add comment](#)

Match schedule

Change date:

Change time: :

[Save](#)
[Back](#)

4. Entering Match Card Results

- i Match results cannot be entered unless the match day is current or has passed.
- ii On the match days please make a note of the match players of both teams and their btm numbers. NB Players sometimes use nicknames. It is worth checking spellings as these can vary.
- iii From My Matches select Matches without result iv. Click on Modify to view match details v. Click on Enter rubber results
- vi. At the beginning of the season each team has no players in their team so for the first match for your own and your opposition teams is the busiest activity, which is adding players: -

1st Match

- vii. For the 1st match you select the dropdown box and select Add Player
- viii. This is the list of players for the team selected
- ix. To find a player either enter a player's first name or surname or btm number. After typing in 3 or more characters spinning dots will rotate. When the spinning wheel stops you'll either be offered a list of player's or a blank if no player is found. Please try other spellings or btm number. (See section 5 for action on unknown players)
- x. For each player you find, click on them and select Add
- xi. Repeat for each member of that team, then select Close
- xii. Now repeat steps vii) to xi) for opposition team.

2nd Match onwards

- xiii. For the 2nd match onwards you select the dropdown box and select Copy Team Composition for both teams. All the previous match players will be available to enter straight on to the match card.
- xiv. You only need repeat steps as for 1st Match for additional team players.

Filling in player names, including any unknown players, in to pairing xv. Now fill in the pairings for both teams in the order the rubbers were played.

- xvi. Where players are unknown or could not be found enter as unknown male or female player. (See section 5 for action on unknown players)

Entering Scores

- xvii. For rubbers where there is a winner, enter the winning team name.
- xviii. For rubbers where a tied rubber is permitted leave winner unselected. *There is currently an issue where tied rubbers appear not to be counted. These rubbers are being monitored and corrected. It is expected that this will be fixed for the Winter 2016/2017 season.*
- xix. Set scores can be entered in full: - 6-4, 6/4, 4-6, 4/6 or when a winner is selected can be entered in short form: 4, will become 6-4 or 4-6
- xx. Tie-breaks, including 3rd set match tie-breaks should be entered as 7-6 or 6-7
- xxi. When you have checked the score card select Save
- xxii. PLEASE NOTE: Saving your match card can take up to 40 seconds. A successful save is when you see a new screen displaying the result of the match.

Recording Rubber or Match Walkovers

- xxiii. To record a rubber as a walkover: Under the Winner drop-down box select "Not Played, no player for 'Team Name' "
- xxiv. To record the whole match as a walkover, repeat above for all rubbers
- xxv. Click Save to complete the match card. This will record score and points.

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My matches

Match filter:

Event filter:

Matches without result

Time	Draw	Round	Stage	No	Home - Away	Score	Status
Sat 16/04/2016 13:00	Mixed Doubles - Division 6	1	1	Henley A - Abingdon C			Modify

Henley A (OXF042XD1)

0 - 0

Abingdon C (OXF001XD3)

XD1

<Select player>

-

<Select player>

<Select player>

-

<Select player>

<Select player>

-

<Select player>

<Select player>

-

<Select player>

Search players of club:

Abingdon Lawn Tennis Club

Find player:

Enter at least three characters to search...

Add

Current team members:

Unknown male player (M, U-1-209-1)
Unknown female player (F, U-1-209-2)

Find player:

Alex Wingent

Add

Current team members:

Unknown male player (M, U-1-209-1)
Unknown female player (F, U-1-209-2)

Find player:

Add

Current team members:

Wingent, Alex (M, 100286774)
Unknown male player (M, U-1-209-1)
Unknown female player (F, U-1-209-2)

Henley A (OXF042XD1)

0 - 0

Abingdon C (OXF001XD3)

XD1

<Select player>

-

Wingent, Alex (M, 100286774)

<Select player>

-

Unknown female player (F, U-1-209-2)

<Select player>

-

Unknown male player (M, U-1-209-1)

<Select player>

-

Unknown female player (F, U-1-209-2)

XD2

<Select player>

-

Unknown male player (M, U-1-209-1)

<Select player>

-

Unknown female player (F, U-1-209-2)

<Select player>

-

Unknown male player (M, U-1-209-1)

<Select player>

-

Unknown female player (F, U-1-209-2)

XD3

<Select player>

-

Wingent, Alex (M, 100286774)

<Select player>

-

<Select player>

<Select player>

-

<Select player>

<Select player>

-

<Select player>

XD4

<Select player>

-

<Select player>

<Select player>

-

<Select player>

<Select player>

-

<Select player>

<Select player>

-

<Select player>

Score

6-4 ✓	6-1 ✓	
-------	-------	--

4-6 ✓	1-6 ✓	
-------	-------	--

6-4 ✓	4-6 ✓	6-7 ✓
-------	-------	-------

7-6 ✓	6-7 ✓	7-6 ✓
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MD1	<Select player>	<Select player>	<Select winner>			
	<Select player>	<Select player>				

5. Confirming Matches (Within 48 hours of match)

- Go to My Match and select Not Confirmed Matches
- Select Modify for the match you are intending to confirm
- Check the pairing and match scores. All OK, select Confirm results.
- If corrections are required check with opposition captain. You are able to update the fixtures results up to 7 days after fixture to any make corrections. After this email adultleagues@oxfordshirelta.co.uk

Unknown Players

- Required information: (First name, Secondname, btm number)
- At the commencement of a season it is inevitable that some players will not be found.
 - If a *player's name* was *not recorded* contact the opposition club as soon as possible and then email adultleagues@oxfordshirelta.co.uk so we can update the match card.
 - A *player is not a btm member*. Club needs to register them as soon as possible and then

- email adultleagues@oxfordshireta.co.uk so we can link them to their club (Place to play)
- ix. A *player is not linked to their place to play.*
email adultleagues@oxfordshireta.co.uk so we can link them to their club (Place to play)
- x. **In All Cases**, in order to assist clubs with unknown player issues we need to know (First name, Second name, btm number)

My matches

Match filter:

6. Finding Club Contacts

- i. From options select Find
- ii. Enter the name of club
- iii. If you wish to contact the Match Secretary click on the Club name from list
- iv. To contact a Team Captain, click on the name of the team
- v. You can also search for player stats using the same finder tool.



Oxfordshire Babolat Summer League 2016

Last updated: 17 April 2016 21:15

 Alex Wingent, Abingdon, Great Britain

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Find

Here you can search for players, teams and/or clubs. Please fill in one or more words, separated by spaces. desired result.

 



Clubs

Club	Number
Abingdon Lawn Tennis Club	OXF001

Teams

Team	Draw	Club	Club number
Abingdon A	Men's Doubles - Division 3	Abingdon Lawn Tennis Club	OXF001
Abingdon A	Women's Doubles - Division 2	Abingdon Lawn Tennis Club	OXF001
Abingdon A	Mixed Doubles - Division 2	Abingdon Lawn Tennis Club	OXF001