

League Planner

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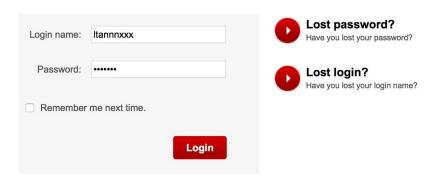
1.	Login	to	League Planner
	_~		

i	Go	to	https:/	/lta.tou	rnamer	ntsoftwa	are.com	n/memb	er/logi	n.aspx	
	ii	Each	club	has	been	supplie	ed	а	login	id	and
	pw.										
iii	Login	names	look	like	oxfnnn	XXX	where	nnn	is	3	to
	6	letters	and	XXX	are	3	numbe	ers.			
iv	The	passwo	ord	is	a	series	of	letters	and	numbe	rs.
	The	passwo	ords	should	not	be	change	ed	as	they	
	have	been	supplie	ed	by	the	LTA	in	this	format	
.,	Aftor.	login	coloct	Ovford	chiro	Dahala	+	Cumm	25	Loague	
V	After 2016	login	seiect	Oxford	silie	Babola	ι	Summe	21	League	



Login

Login to enter online or change your profile.



Active roles

Tournament/Organization	Role
Oxfordshire Babolat Summer	Tournament admin
League 2016	



2. Navigation: Findingyour matches

i After selecting the league you the go to Organization page Click My Matches ii on to just your clubs matches iii The default display is called Current Unconfirmed matches. and

changethe To view all matches,

option to All Matches



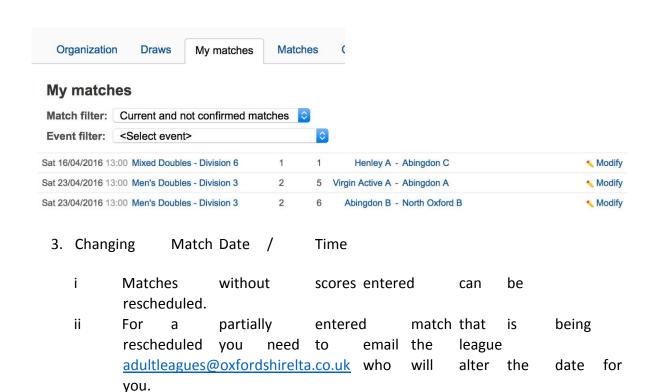
Alex Wingent

Address: Abingdon Route at Great Britain Google Maps

Contact

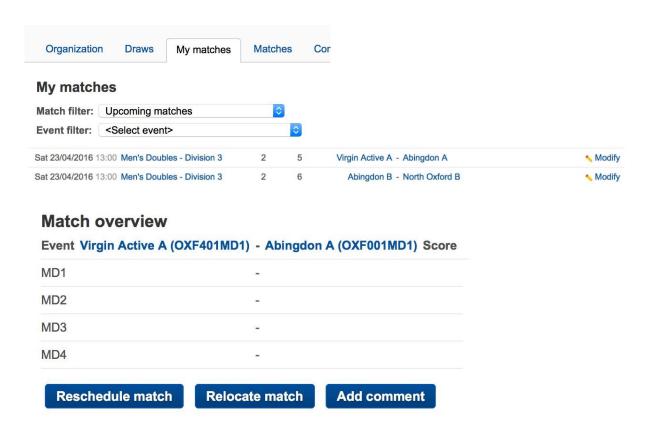
Name: Tennis Oxfordshire

Email: adultleagues@oxfordshirelta.co.uk





iii To view vour upcoming matches select Upcoming Matches from the My Matches view Click **Modify** against the iv. match you wish to reschedule. Please obtain an email confirmation from changeand your opposing club prior to makinga adultleagues@oxfordshirelta.co.uk forward email to Click Reschedule Match ٧. vi. Changethe date and time, then click Save to finish vii. The rescheduled match will appear with date/time. new Αt the end of the match line there will be rotating arrows icon. This indicates that the match has been moved.



Match schedule

4. Entering Match Card Results



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

1st Match

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

2nd Match onwards

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



Where players are unknown could not be found xvi. or enter as female player. (See unknown male or section5 for action on unknown players)

Entering Scores

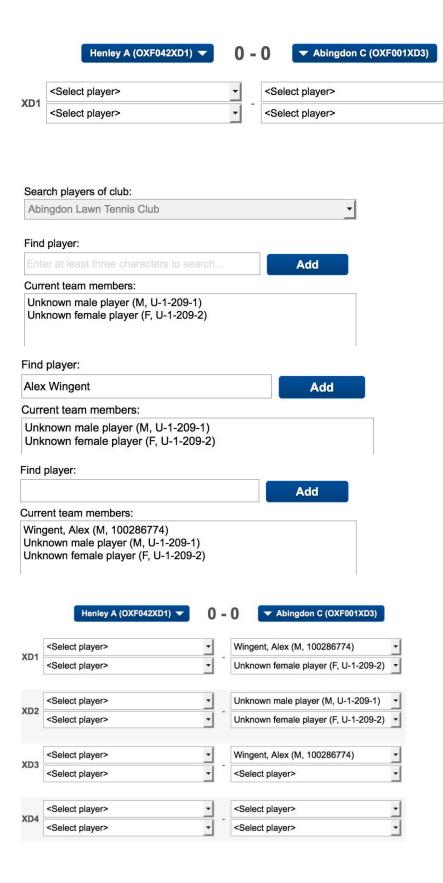
- xvii. For rubbers where there is a winner, enter the winning team name.
- xviii. For rubbers where a tied rubber is permitted leave winner unselected. There is currently an issue where tied rubbers appear not counted. to be These rubbers are being monitored and corrected. Ιt is expected that this will be fixed for the Winter 2016/2017 season.
- full: entered in 6-4. xix. Set scores can be 6/4, when a winner is 4-6, 4/6 or selected can short form: 4, be entered in will become 6-4 or 4-6
- xx. <u>Tie-breaks</u>, 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
- PLEASE NOTE: Saving your 40 xxii. match card can take to up seconds. Α successful save is when you see а screen displaying new the result of the match.

Recording Rubber or **Match Walkovers** xxiii. To record a rubber as а Under walkover: the Winner drop-down select box

Played, no 'Team Name' " "Not player for xxiv. To record the whole match as a walkover, repeat above for rubbers XXV. complete all Click Save the to match card. This record score will and points.









Score





5. Confirming Matches (Within 48 hours of match)

i. Go to My Match and select Not Matches Confirmed Select Modifyfor ii. the match you confirm are intending to iii. Check the Αll pairing and match scores. OK, select Confirm results.

٧. required check with opposition corrections are captain. You able update the fixtures are to results up 7 after fixture to days any make to corrections. email adultleagues@oxfordshirelta.co.uk After this

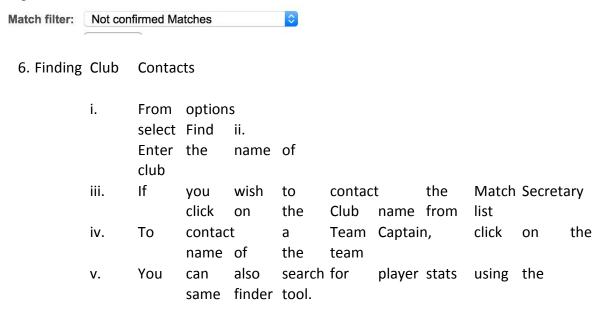
Unknown Players

Require	ed	inform	ation:	(First	name,	Second	lname,	btm	numbe	r)	
vi.	At	the	comme	enceme	nt	of	а	season	it	is	
inevita	ble	that	some	players	will	not	be	found.			
vii.	If	а	player'	s	name	was	not	recorde	ed	contac	t
	the	opposi	tion	club	as	soon	as	possibl	e	and	
	then	email	adultle	agues@	oxford	<u>shirelta</u>	.co.uk		so	we	can
update the		match	card.								
viii.	Α	player	is	not	а	btm	membe	er.	Club	needs	to
	registe	r	them	as	soon	as	possibl	e	and	then	



	email	adultleagues@oxfordshirelta.co.uk					SO	we	can	link	
	them	to	their	club	(Place	to	play)				
ix.	Α	player	is	not	linked	to	their	place	to	play.	
	email	<u>adultle</u>	agues@	oxford	<u>shirelta</u>	.co.uk		so	we	can	link
	them	to	their	club	(Place	to	play)				
х.	In	All	Cases,	in	order	to	assist	clubs	with	unknov	wn
	player	issues	we	need	to	know		(First	name,	Second	t
	name,	btm	numbe	er)							

My matches





Find

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







Abingdon Lawn Tennis Club OXF001

Teams

Club

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

Number