

# Procedures for League Online System for Entering Match Scores

For entering the match scores, please go to <https://hkta.tournamentsoftware.com/> or scan the QR Code below.



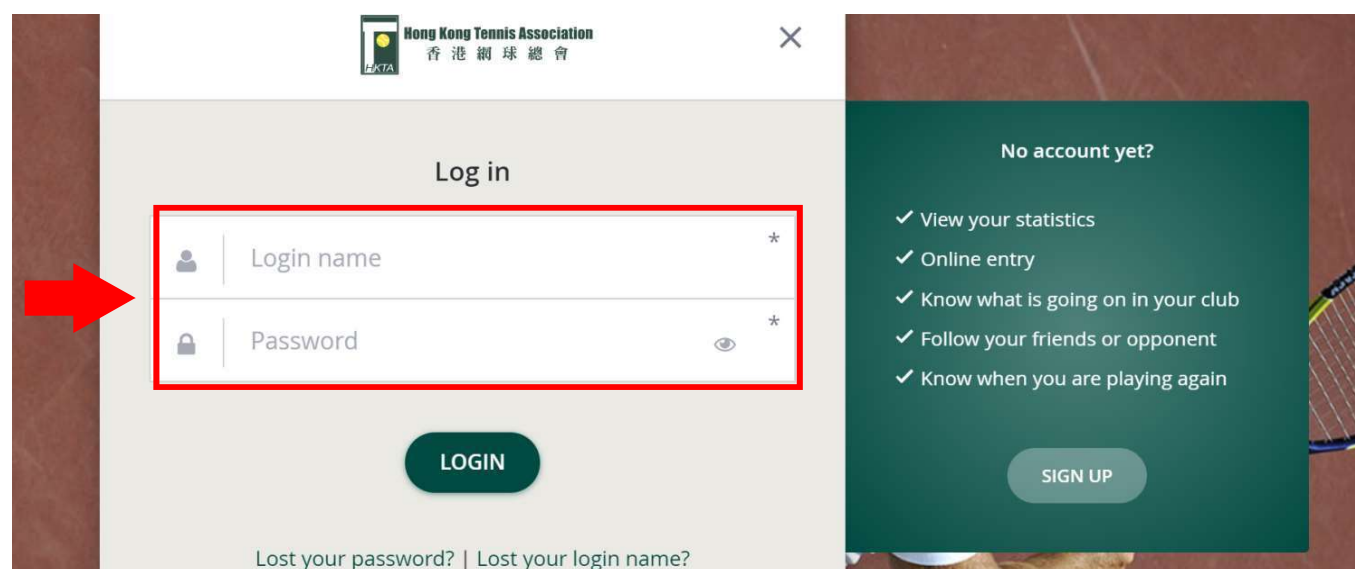
The winning team should enter the score in the system and submit the completed score sheet to the LMC within 3 days of each match (sending score sheet only will be accepted during the trial season)

Step 1: Click 'Log In'



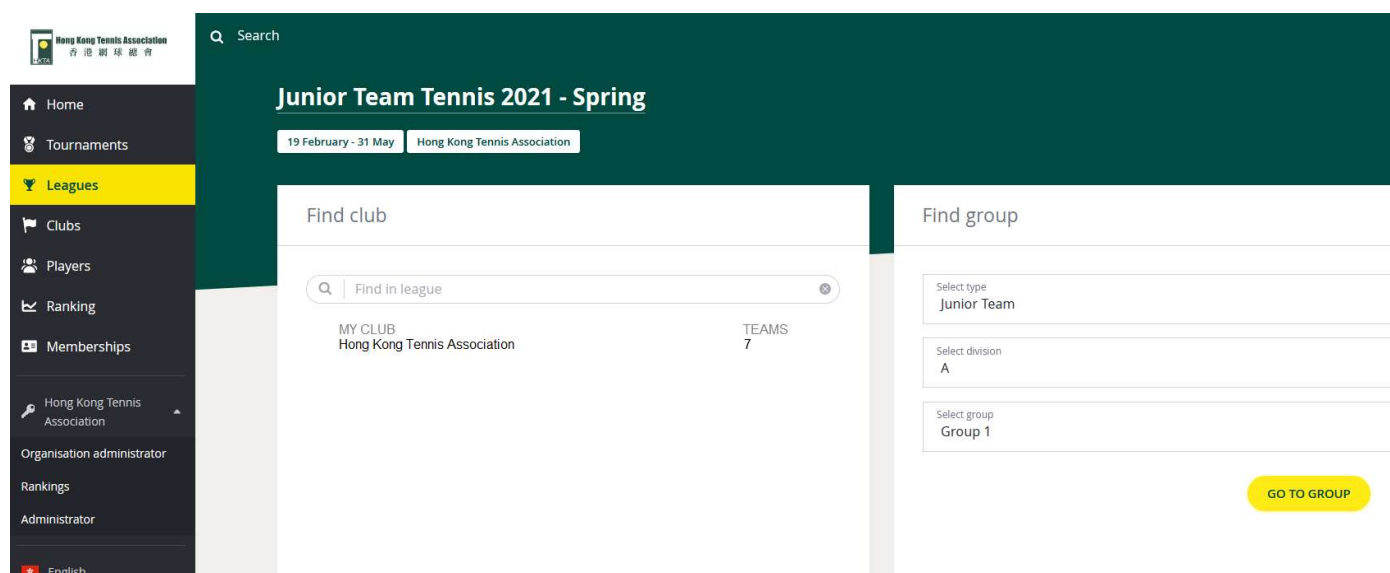
Step 2: Log in to your club account

(Login Name and Password are sent to club by e-mail)

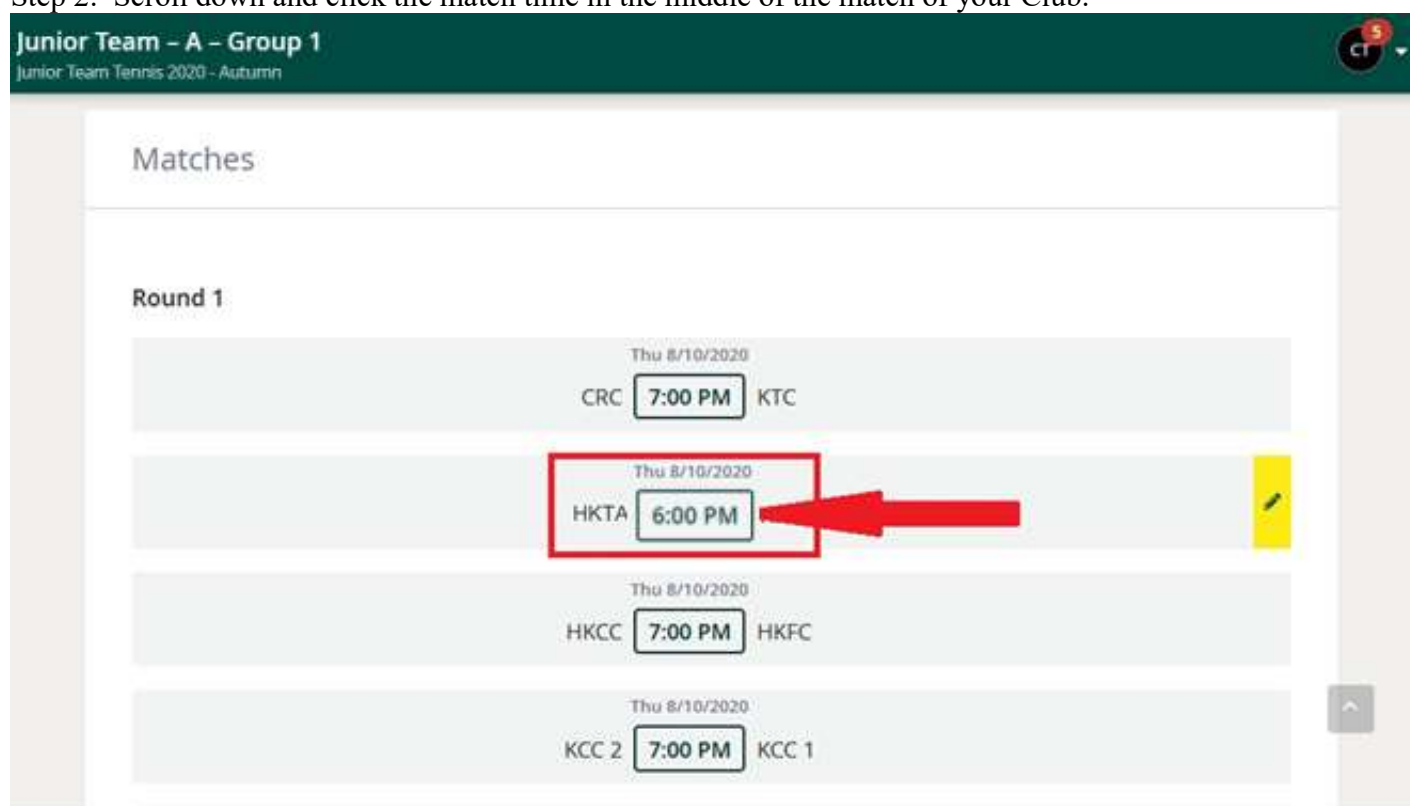


## Submit Team Nomination

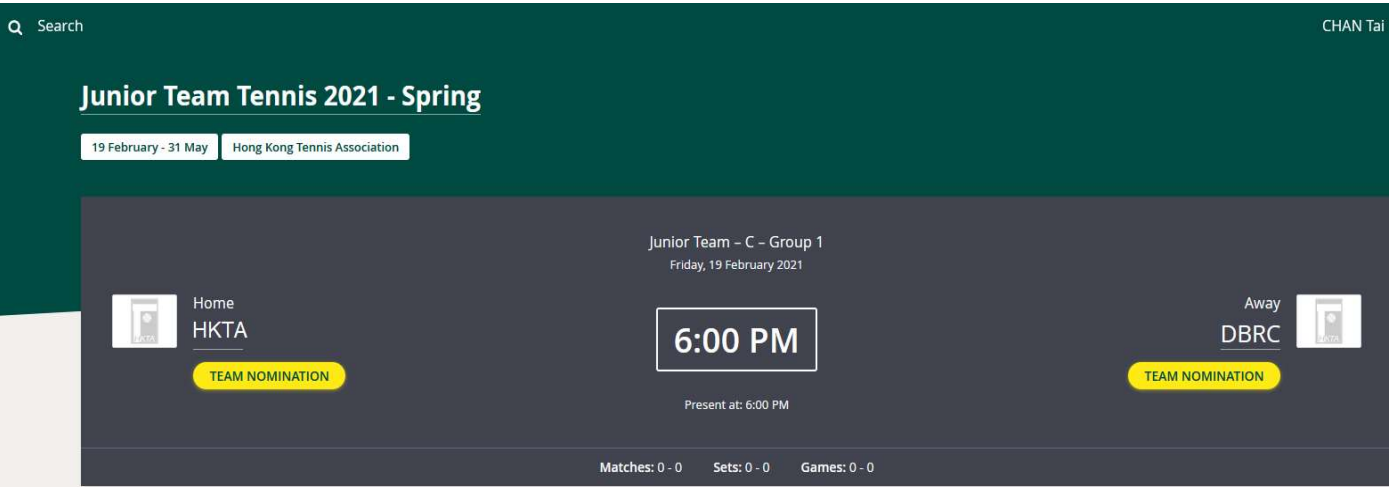
Step 1: Click 'League' and then search 'Junior League 2021 - Spring', click it and then find the Division and Group at the right-hand side, click 'Go to Group'



Step 2: Scroll down and click the match time in the middle of the match of your Club.



Step 3: Click ‘Team Nomination’



Step 4: Select (✓) players’ name from the list according to the Junior Team Tennis Rules and Regulations (Rule 13), choose ‘Yes’ as final team nomination, then ‘save’.

Junior 1

Team nomination

HKTA - HKCC

×

1 September

EDIT

	S1	S2	S3	S4	S5	S6	D1	D2	D3
JA Jake ATHERLEY M, 52235	✓						✓		
JB Julian BARKER M, 50626									
FB Finnian BECK-VELDMAN M, 50805		✓						✓	
SB Suneh BHATIA M, 53492									
RC Rosanna CHEN F, 55028			✓					✓	
AD Artus DE LA GRANDIERE M, 55511				✓					✓
AI Aryan JAIN M, 52404					✓		✓		
HK Hyun Min KIM M, 51747						✓			✓
YL Yuet Tung LAM F, 52964									
CL Carl LOEFFLER M, 50320									
RL Roxane LOEWENBERG									

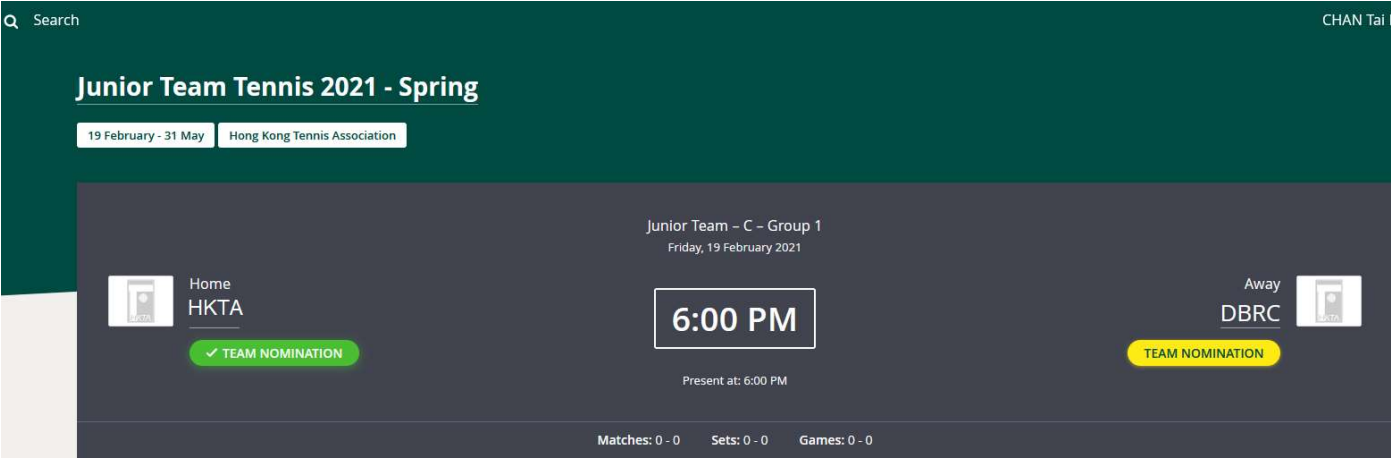
Submit as final team nomination

YES

CANCEL


SAVE

When saved, ‘Team Nomination’ button turns green, which means nomination process has been completed.



Entering Score

\*\*\*Please ensure that both teams have submitted the nominations before entering scores. \*\*\*

Step 1: Select match and click ‘  ’ to input match score

Fri 16/10/2020



Step 2: Players’ names have already been inserted in team nomination, please enter score of each set at the righthand side. Once you have entered the losing team’s score the winning team’s score will be automatically shown. After entering the scores for all 9 sets, click ‘SAVE’.

Men - C - Group 3  
Wednesday, 18 September, 2019 7:00 PM

HKTA 1 **4 - 5** HKTA 2

[+ MATCH STATUS](#)

How does it work?

**Results**  
Only valid results are allowed. In the case of a non-played match, you can edit the status via the 'match-status' button.

You can also add mark a player-match as walkover, retired, not played or abandoned.

**Players**  
You can add players to a match by choosing from the select list. When the player is not yet in the list, you can add a new player to the team.

Match results

CANCEL [SAVE](#)

MD2	+ SCORE STATUS
CRC 1	
Cheuk Wai Jack HUI (M, 54676)	X - <input type="text"/>
Kim Yip John HUI (M, 54677)	X - <input type="text"/>
LRC 2	
Scott VOLLMERICH (M, 53594)	X - <input type="text"/>
Karan RASTOGI (M, 53363)	X - <input type="text"/>

Step 3: Confirm match result. Click 'SAVE'.

Save result

Save result:

Wed 18/9/19

HKTA 1 **4 - 5** HKTA 2

CANCEL [SAVE](#)

# Adding Player(s) who registered for a lower division to Team

Step 1: Select ‘Add new player’

MD1

+ SCORE STATUS

HKTA 1

Home player 1

Home player 2

HKTA 2

Away player 1

Away player 1

Add new player

Step 2: Type player’s HKTA PIN

Men – C – Group 3

Add players to this team

Q

Add a player, search by name/Member ID

2 player(s) in HKTA 2

NAME

Siu Ming WONG

M, 55088

Tai Man WONG

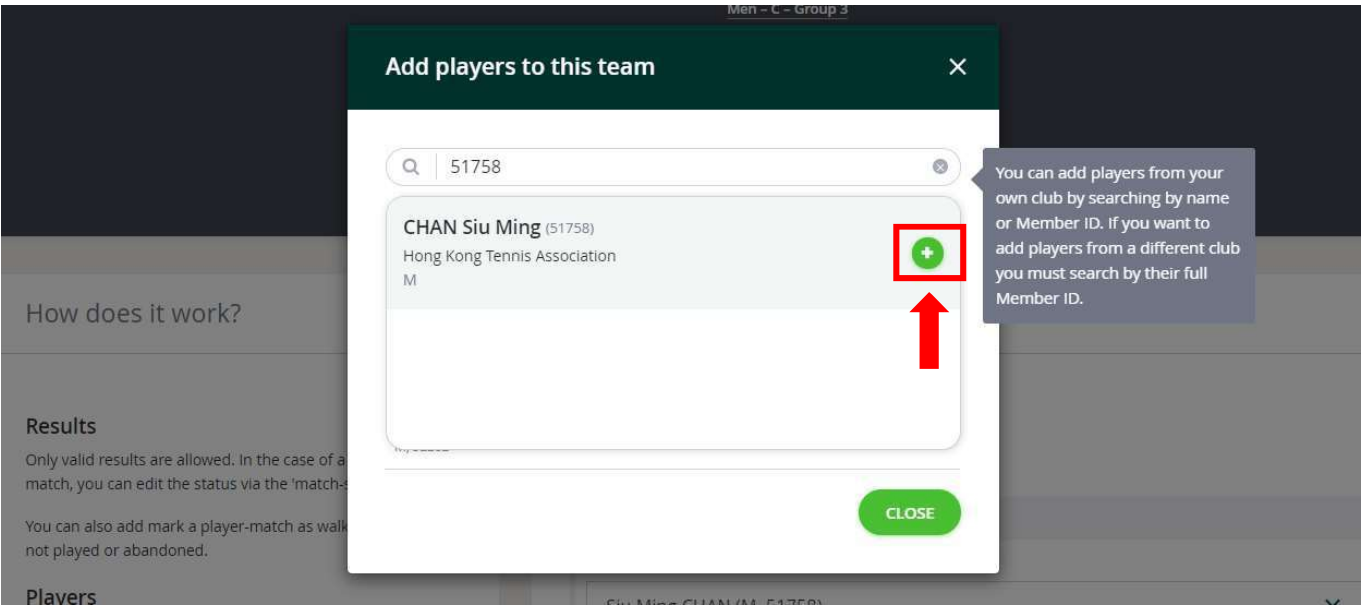
M, 52282

CLOSE

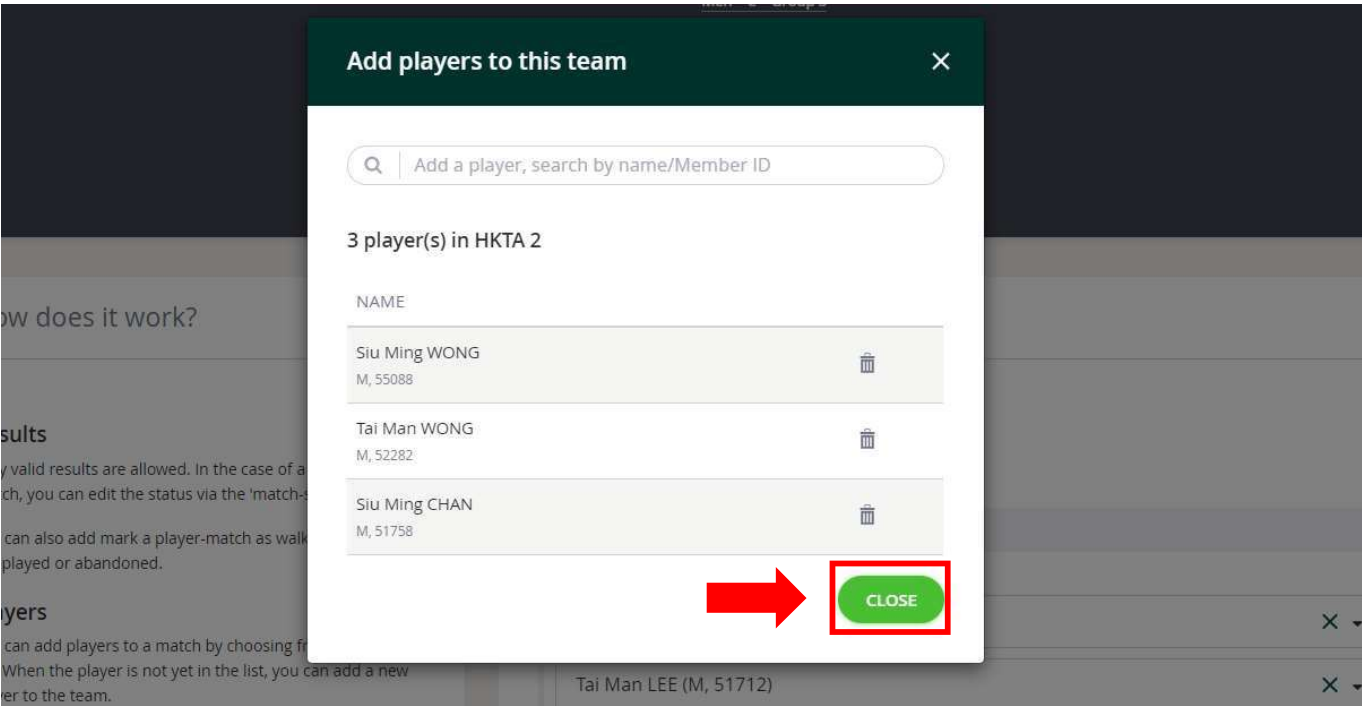
You can add players from your own club by searching by name or Member ID. If you want to add players from a different club you must search by their full Member ID.

6 | Page

Step 3: Insert the player



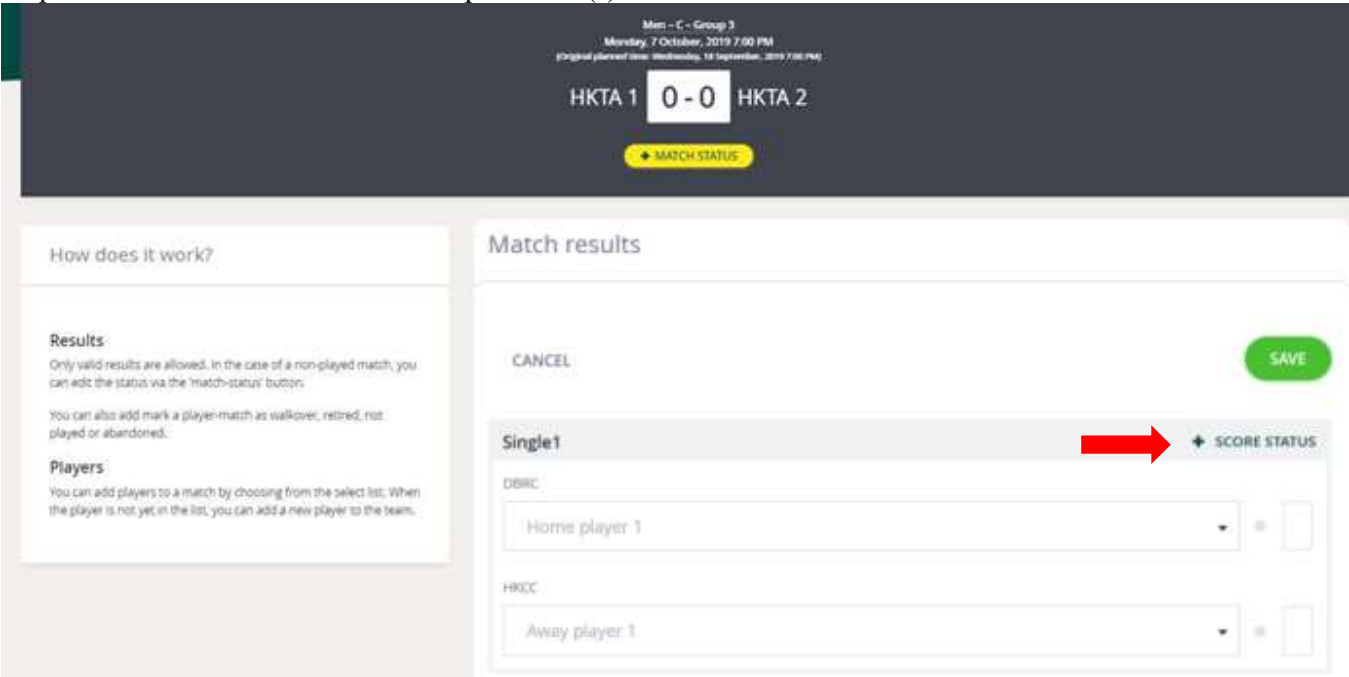
Step 4: To confirm the player is added to the team, click ‘CLOSE’



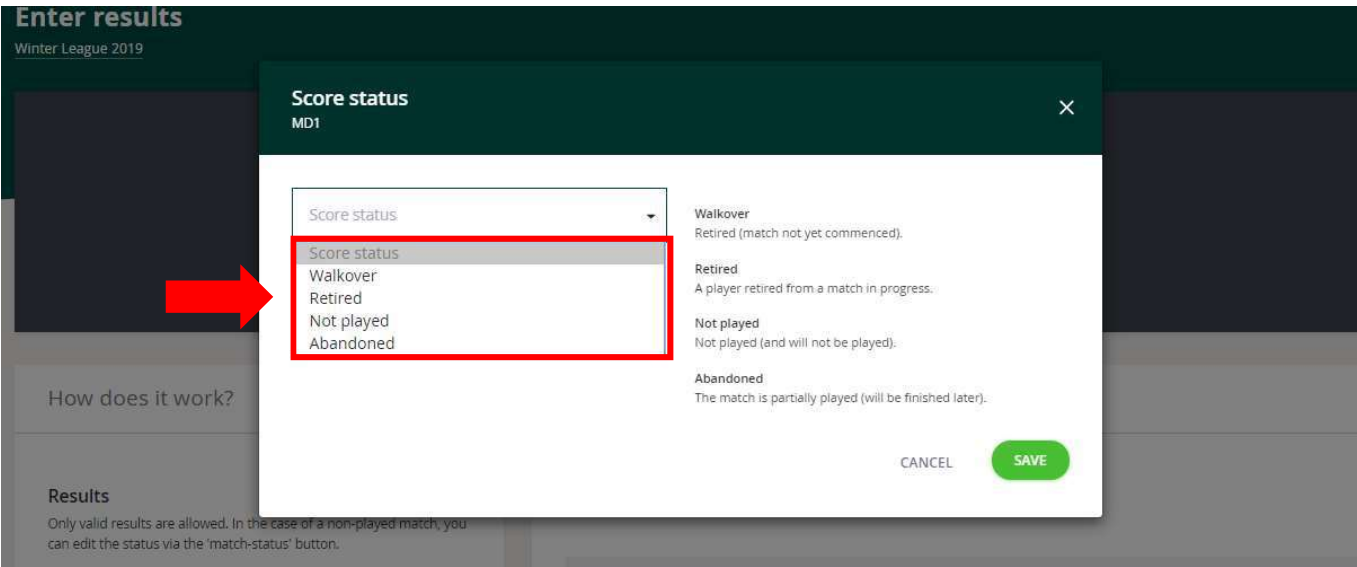
The inserted player will appear in the team list.

# Procedure in the case of walkover set/retired set/notplayed set

Step 1: Click ‘+SCORE STATUS’ of specific set(s)



Step 2: Select the score status





‘Walkover’ means the set will be awarded to the opposing team. Please select the winning team then save.

Score status

MD1

Score status

Walkover

Winner

Winner

HKTA 1

HKTA 2

Walkover

Retired (match not yet commenced).

Retired

A player retired from a match in progress.

Not played

Not played (and will not be played).

Abandoned

The match is partially played (will be finished later).

CANCEL

SAVE

‘Retired’ means the set has been started, but the player decided forfeit the set to the opposing team.

Winter League 2019

Score status

MD1

Score status

Retired

Winner

Winner

HKTA 1

HKTA 2

Walkover

Retired (match not yet commenced).

Retired

A player retired from a match in progress.

Not played

Not played (and will not be played).

Abandoned

The match is partially played (will be finished later).

CANCEL

SAVE

‘Not played’ means the set has not been started and both teams have forfeited the set.

Score status

MD1

×

Score status

Not played

×

Walkover

Retired (match not yet commenced).

Retired

A player retired from a match in progress.

Not played

Not played (and will not be played).

Abandoned


The match is partially played (will be finished later).

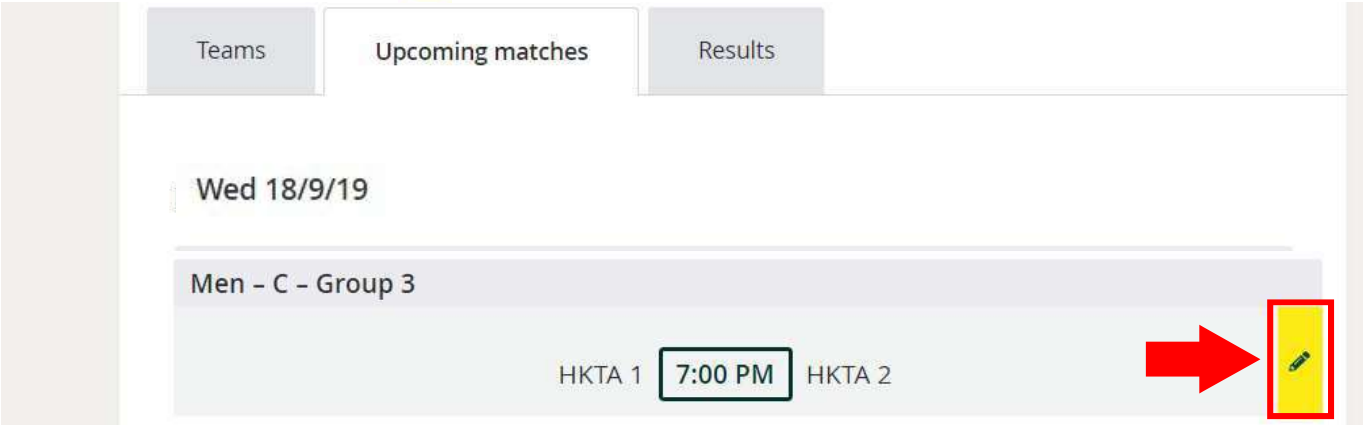
CANCEL

SAVE

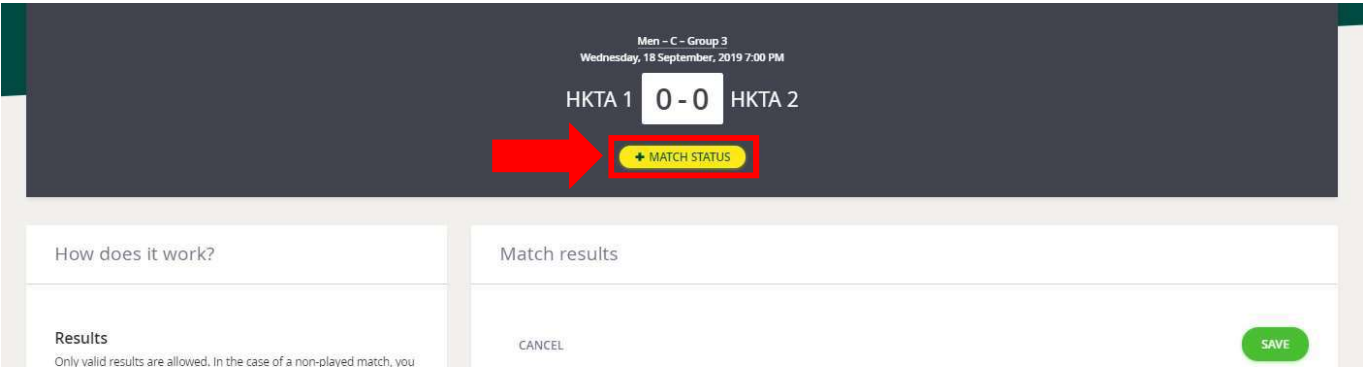
‘Abandoned’ is not applicable for HKTA league.

# Postponement/Walkovermatch

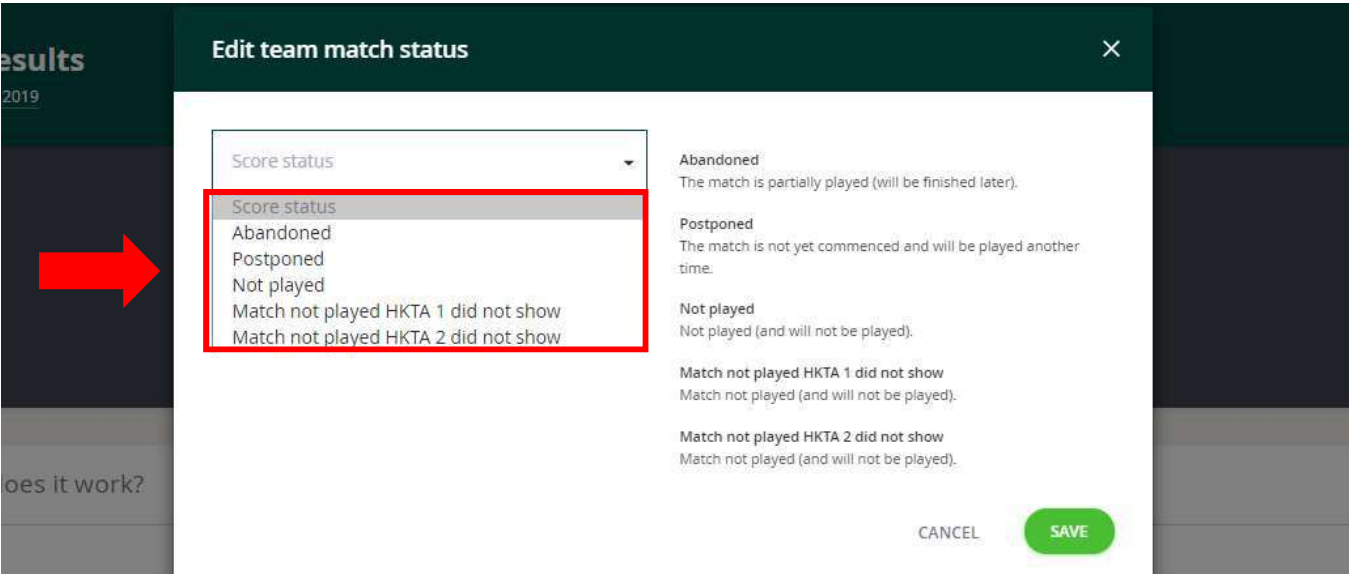
Step 1: Select match and click ‘  ’



Step 2: Click ‘+MATCH STATUS’ under match score



Step 3: Select match status



‘Abandoned’ is not applicable for HKTA league.

‘Postponed’ means there is mutual agreement between both teams to change the scheduled match date.

The home team is responsible to enter postponement information.

## For Postponement

Step 1: Select ‘Postponed’, and choose the agreed Postponement Date and Time, click “SAVE”

**Edit team match status**

Score status  
Postponed

7/10/2019 7:00 PM

October 2019

SU	MO	TU	WE	TH	FR	SA
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
3	4	5	6	7	8	9

07 : 00 PM

Abandoned  
The match is partially played (will be finished later).

Postponed  
The match is not yet commenced and will be played another time.

HKCC did not show  
(and will not be played).

WONDERLAND did not show  
(and will not be played).

CANCEL SAVE

Step 2: Please click ‘SAVE’

Postponed

Men - C - Group 5

Wednesday, 18 September, 2019 7:00 PM

HKTA 1 0 - 0 HKTA 2

+ MATCH STATUS

How does it work?

Results

Only valid results are allowed. In the case of a non-played match, you can edit the status via the 'match-status' button.

You can also add mark a player-match as walkover, retired, not played or abandoned.

Match results

CANCEL

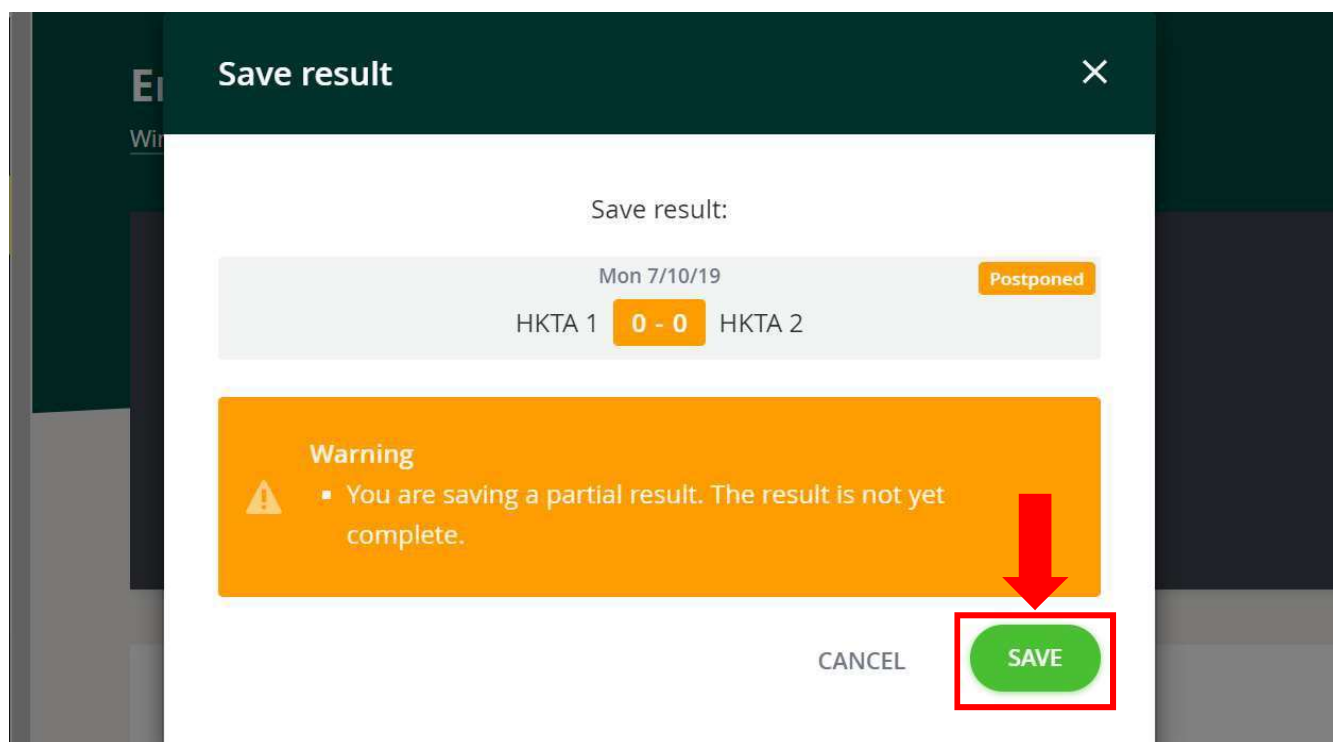
MD1

HKTA 1

SCORE STATUS

SAVE

Step 3: To confirm information, click 'SAVE'



Save result

Save result:

Mon 7/10/19

HKTA 1 0 - 0 HKTA 2

Postponed

**Warning**

- ⚠ You are saving a partial result. The result is not yet complete.

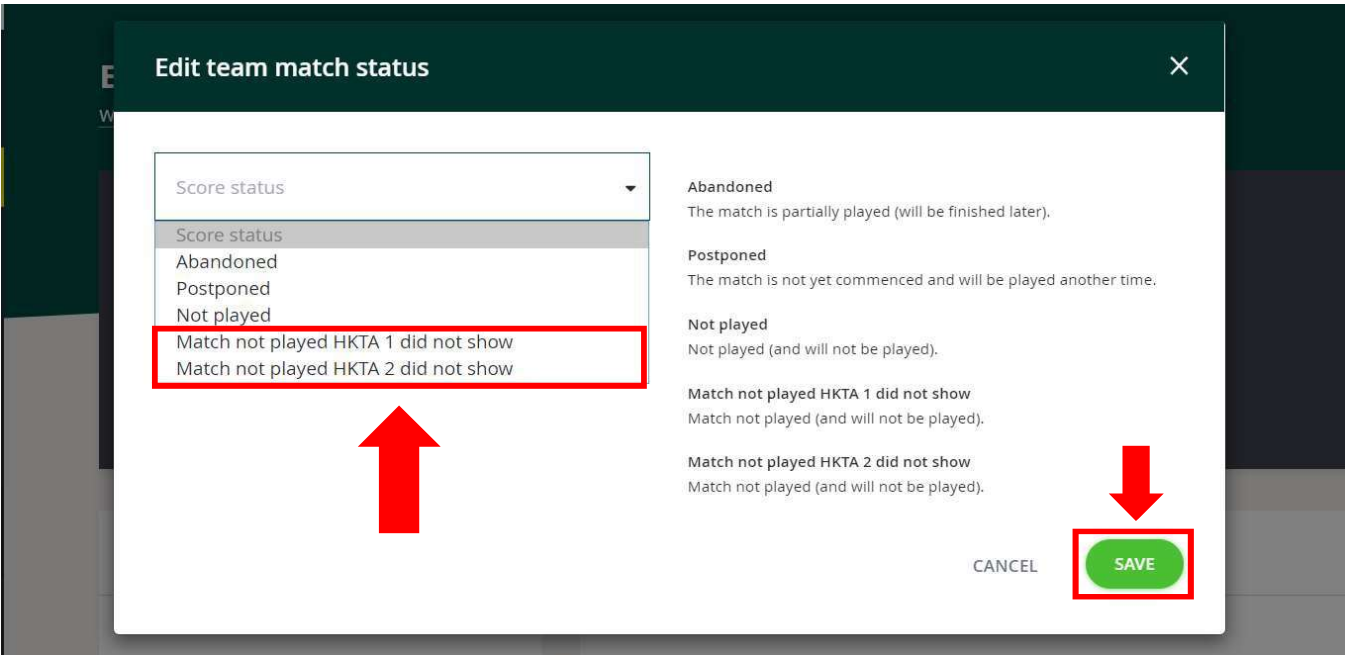
CANCEL SAVE

'Not played' means the match has not been started and the match will not be played.

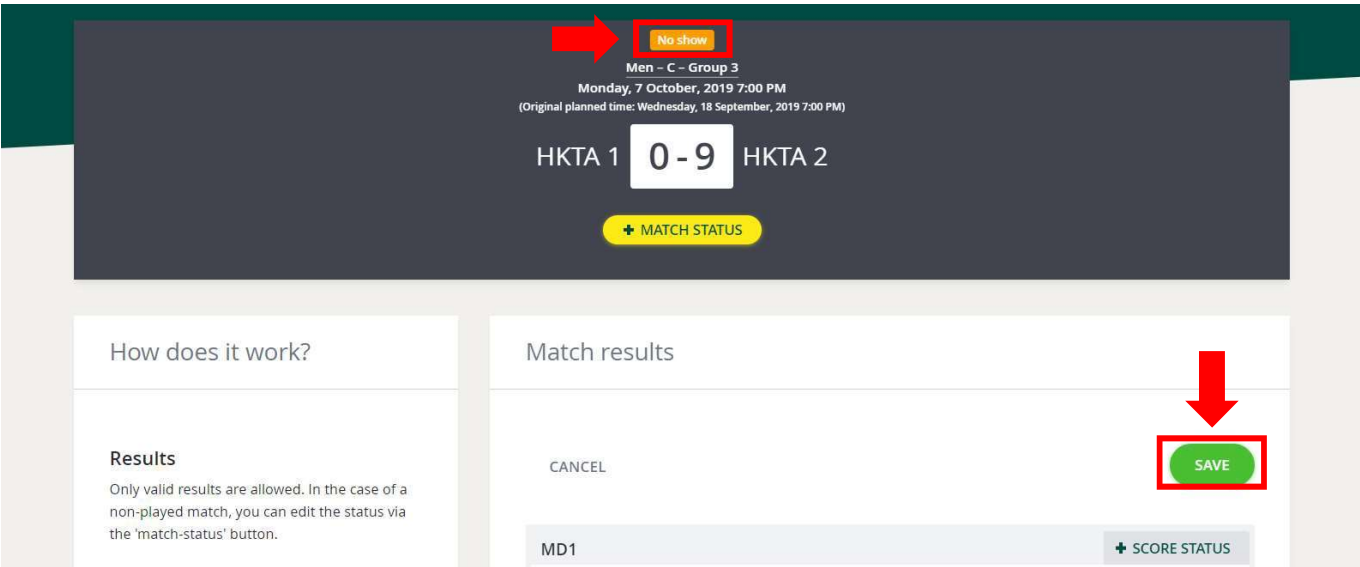
# Match Forfeited

Step 1: Select one of the below:

- ‘Match not played HKTA 1 did not show’ means that HKTA 1 team have given a walkover to HKTA 2. HKTA 2 team to submit the status, then click ‘SAVE’
- ‘Match not played HKTA 2 did not show’ means that HKTA 2 team have given walkover to HKTA 1. HKTA 1 team to submit the status, then click ‘SAVE’



Step 2: ‘No show’ will be displayed. To confirm, click ‘SAVE’



Step 3: Please click ‘SAVE’

