

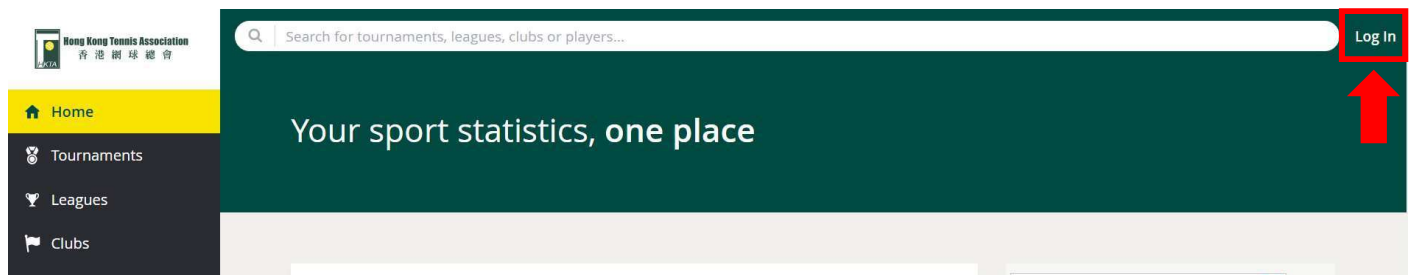
Procedures for League Online System for Entering Match Scores

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



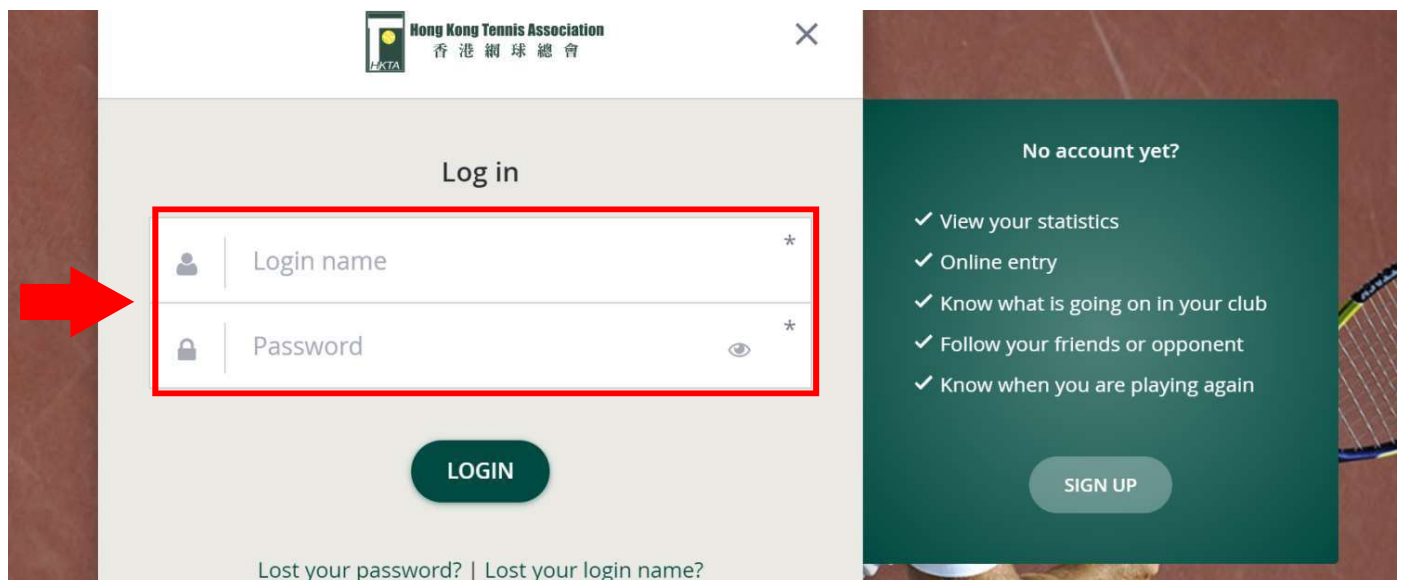
The winning team should enter the score in the system and submit the completed score sheet to the LMC within 3 days of each match (sending score sheet only will be accepted during the trial season)

Step 1: Click 'Log In'



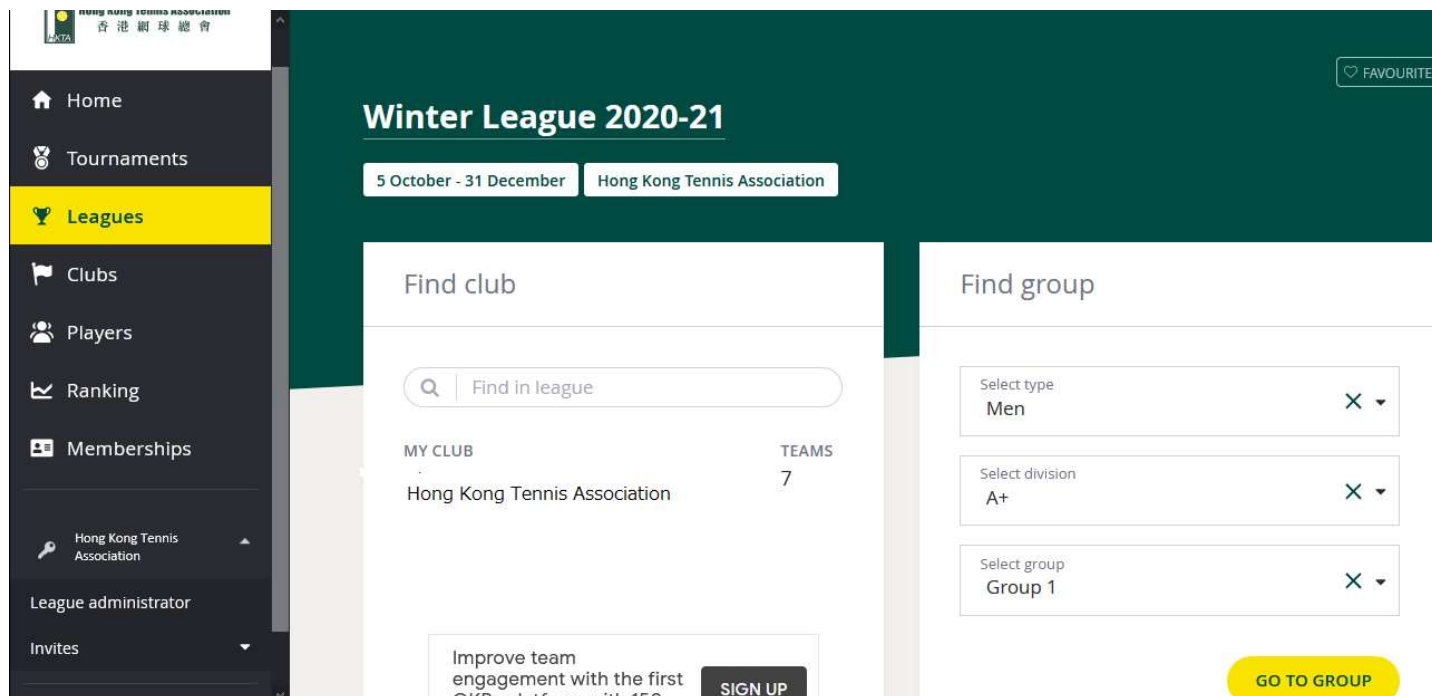
Step 2: Log in to your club account

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

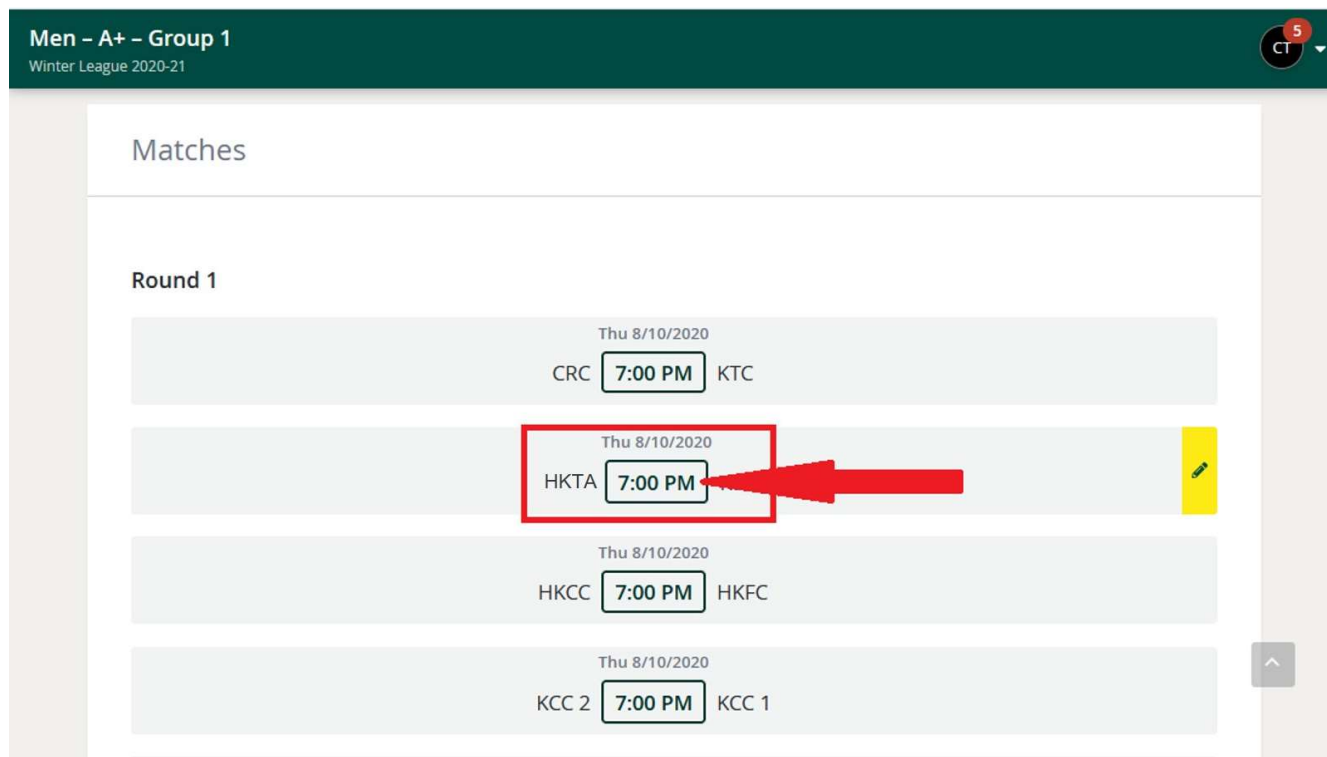


Submit Team Nomination

Step 1: Click 'League' and then search 'Winter League 2020/21', 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'

The screenshot shows the 'Winter League 2020-21' interface. At the top, there is a search bar and a user profile for 'CHAN Tai Man' with a notification badge showing '5'. Below the title, two filters are active: '5 October - 31 December' and 'Hong Kong Tennis Association'. The main match area is for 'Men - A+ - Group 1' on 'Thursday, 8 October 2020'. It features a central clock showing '7:00 PM' and a 'Present at: 7:00 PM' note. On the left, the 'Home' team is 'HKTA' with a 'TEAM NOMINATION' button. On the right, the 'Away' team is 'KRC'. At the bottom, the score is 'Matches: 0 - 0', 'Sets: 0 - 0', and 'Games: 0 - 0'.

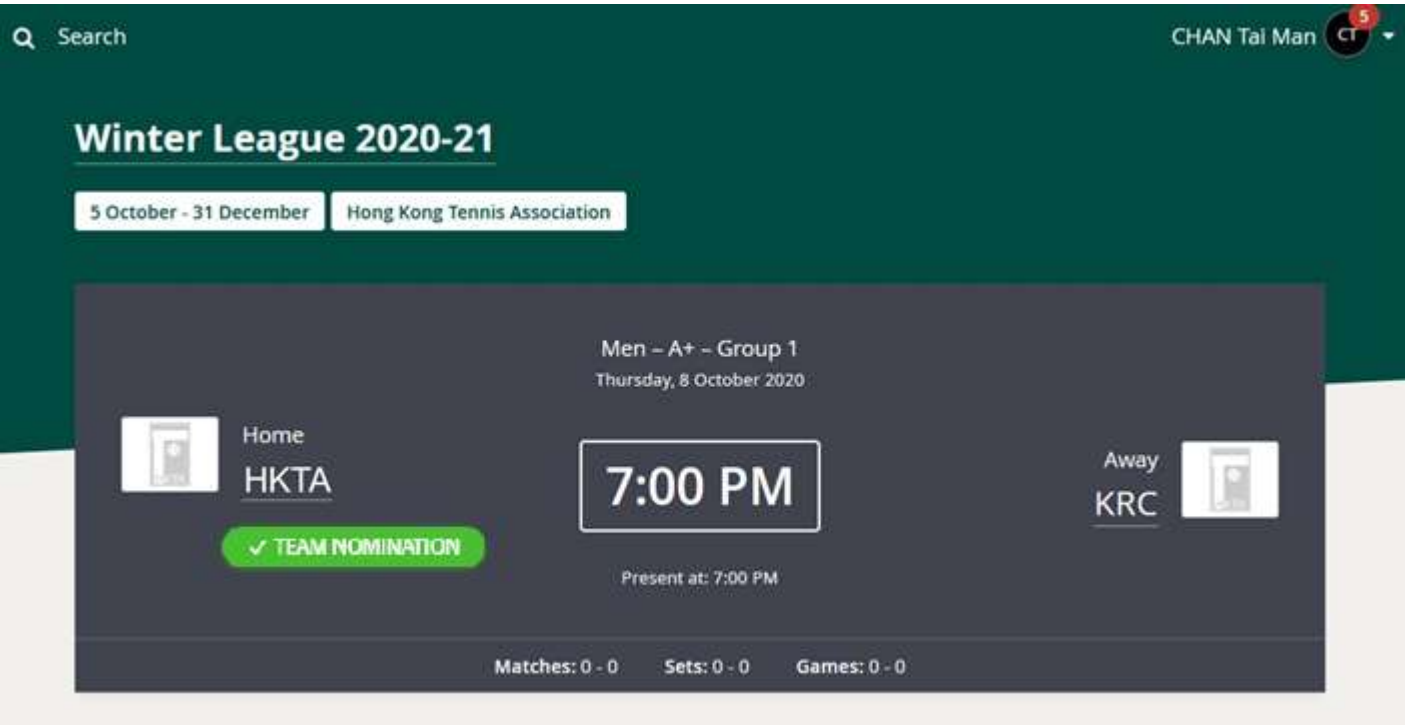
Step 4: Select players name from the drop-down list (if there is any player from a lower division, please see page 6 for how to add player), choose 'Yes' as final team nomination, then 'save'.

This screenshot shows a form for selecting players for a team nomination. At the top left is an 'EDIT' button. The form is divided into three numbered sections, each for a player position:

- 1**: Player 1 (Male) with a dropdown menu showing 'Kwok Shun Dasson CHAN' and a remove button (X).
- 2**: Player 2 (Male) with a dropdown menu showing 'Denton HO' and a remove button (X).
- 3**: Player 1 (Male) with a dropdown menu showing 'Cheuk Wai Jack HUI' and a remove button (X).
- 4**: Player 2 (Male) with a dropdown menu showing 'Kin Yip John HUI' and a remove button (X).
- 5**: Player 1 (Male) with a dropdown menu showing 'Ching LAM' and a remove button (X).
- 6**: Player 2 (Male) with a dropdown menu showing 'Alan SOU' and a remove button (X).


At the bottom, there is a section labeled 'Submit as final team nomination' with two green buttons: 'YES' and 'SAVE'. Red arrows point to these buttons.

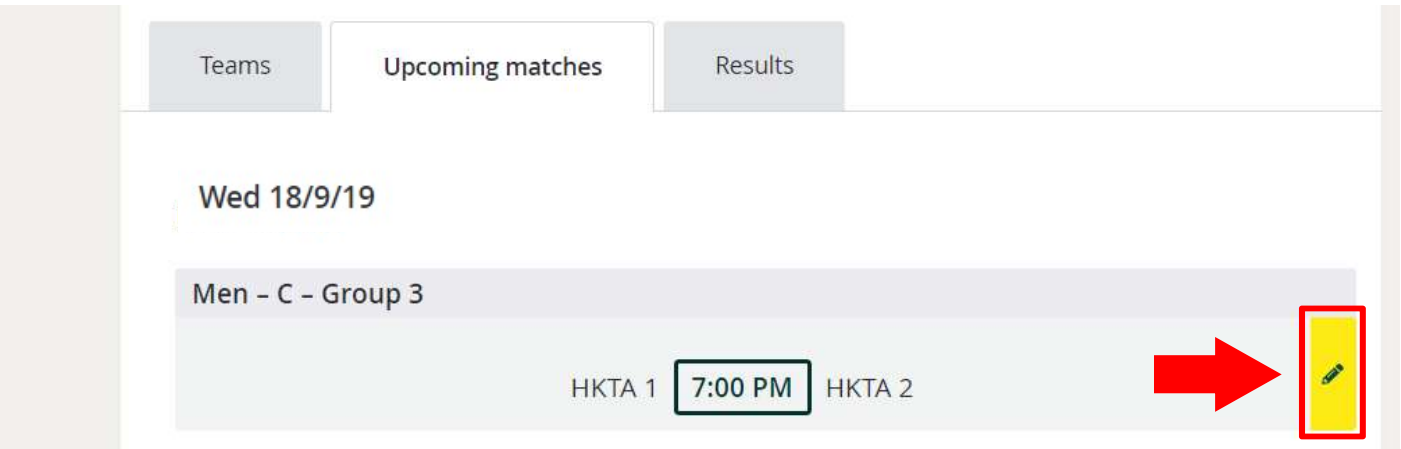
When saved, ‘Team Nomination’ button turns green, which means nomination process has been completed.



Entering Score

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

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



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'.

The screenshot shows the 'Match results' page for a match between HKTA 1 and HKTA 2 on Wednesday, 18 September, 2019 at 7:00 PM. The score is 4-5. A yellow button labeled 'MATCH STATUS' is visible. On the left, there is a 'How does it work?' section with 'Results' and 'Players' subsections. The main area shows a table of player scores for MD2. The table has columns for player name, a score input field, and a 'SCORE STATUS' button. A red arrow points to the 'SAVE' button in the top right corner. Another red arrow points to the score input field for Scott VOLLMERICH (M, 53594).

MD2	SCORE STATUS
CRC 1	
Cheuk Wai Jack HUI (M, 54676)	X -
Kim Yip John HUI (M, 54677)	X -
LRC 2	
Scott VOLLMERICH (M, 53594)	X -
Karan RASTOGI (M, 53363)	X -

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

The screenshot shows a 'Save result' dialog box. It displays the match date 'Wed 18/9/19' and the score 'HKTA 1 4 - 5 HKTA 2'. There are 'CANCEL' and 'SAVE' buttons at the bottom. A red arrow points to the 'SAVE' button.

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

Step 1: Select ‘Add new player’

MD1

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

Add a player, search by name/Member ID

2 player(s) in HKTA 2

NAME

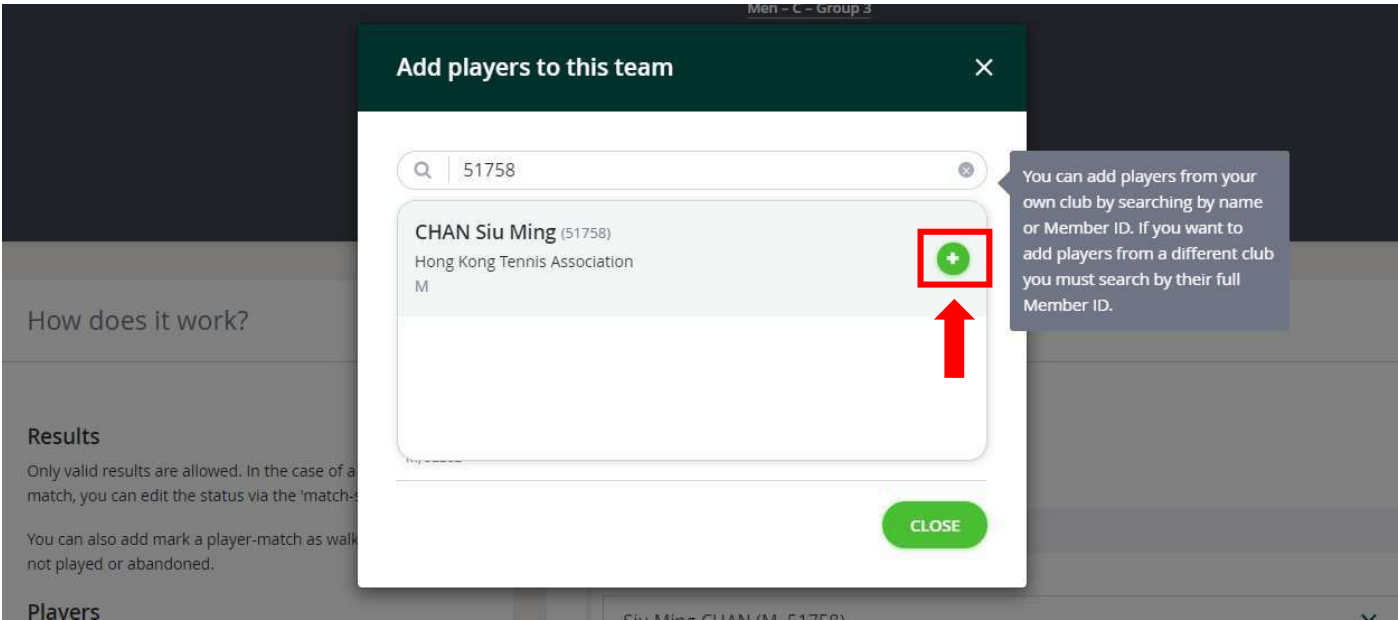
Siu Ming WONG
M, 55088

Tai Man WONG
M, 52282

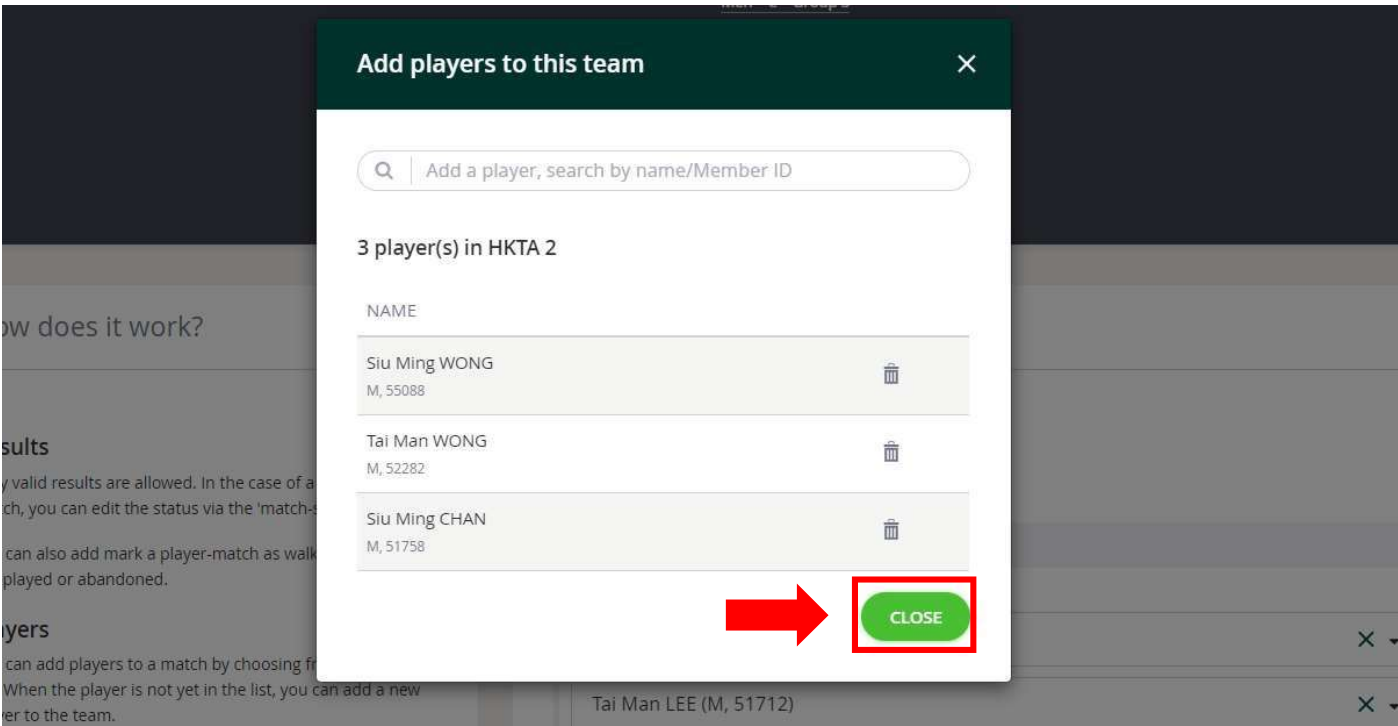
CLOSE

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.

Step 3: Insert the player



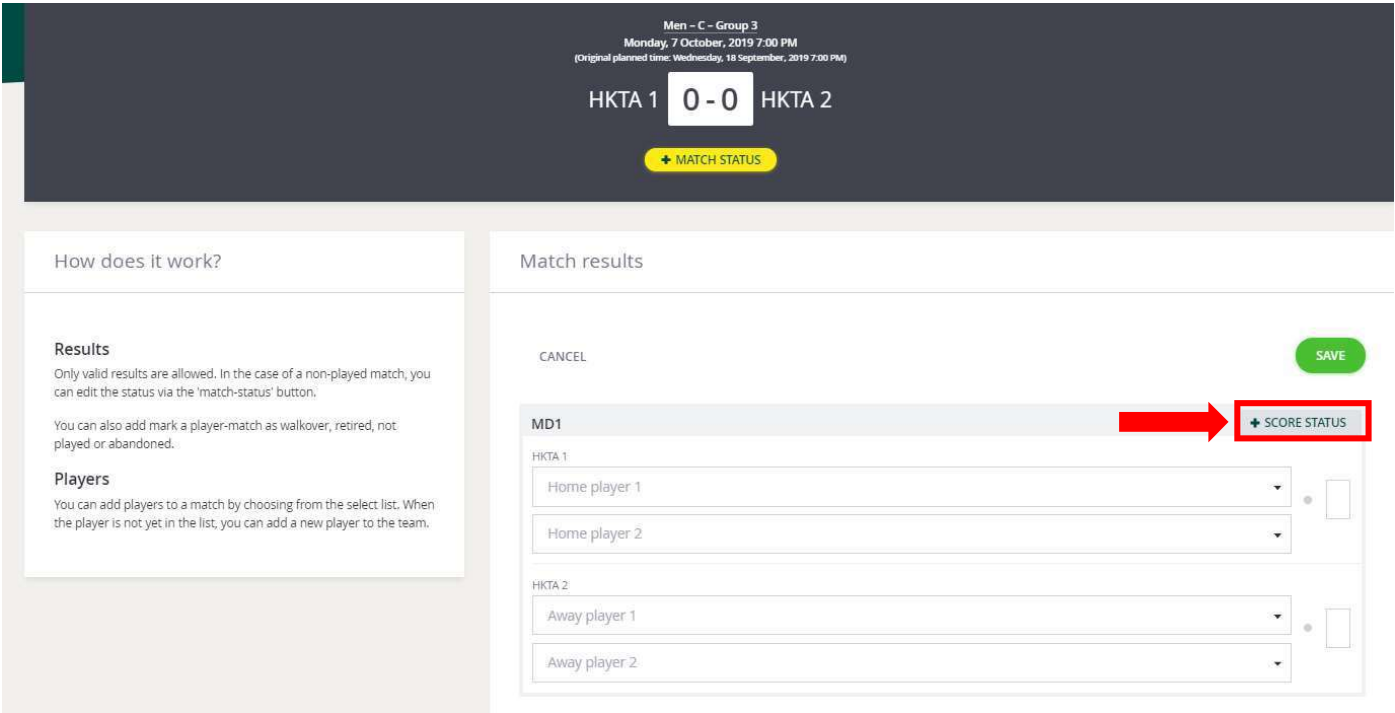
Step 4: To confirm the player is added to the team, click ‘CLOSE’



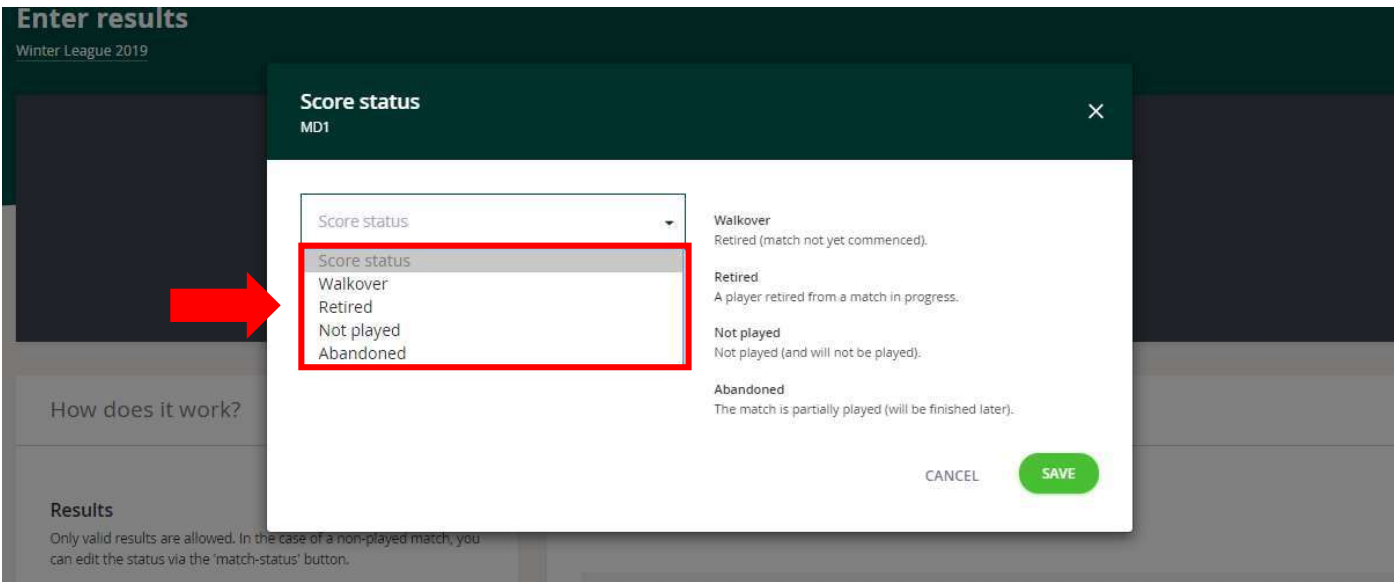
The inserted player will appear in the team list.

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).

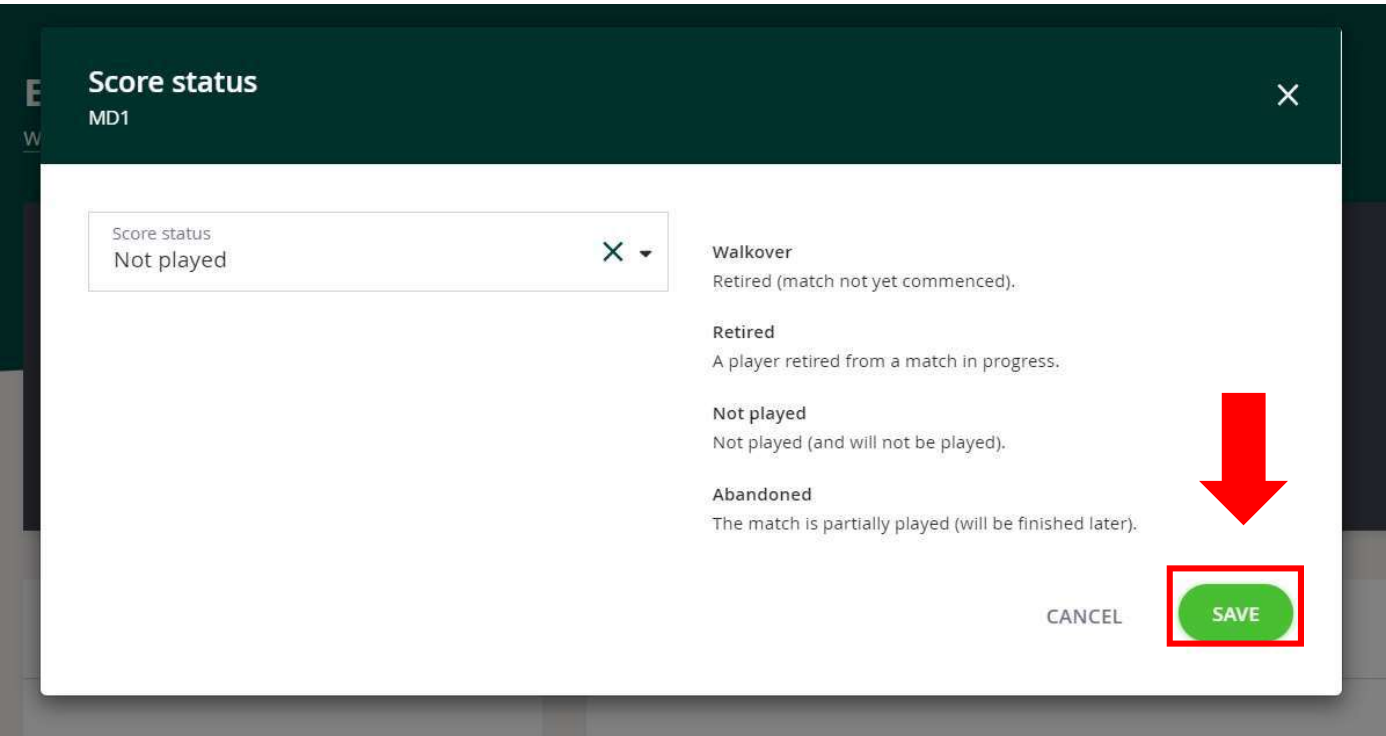
Abandoned

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

CANCEL

SAVE

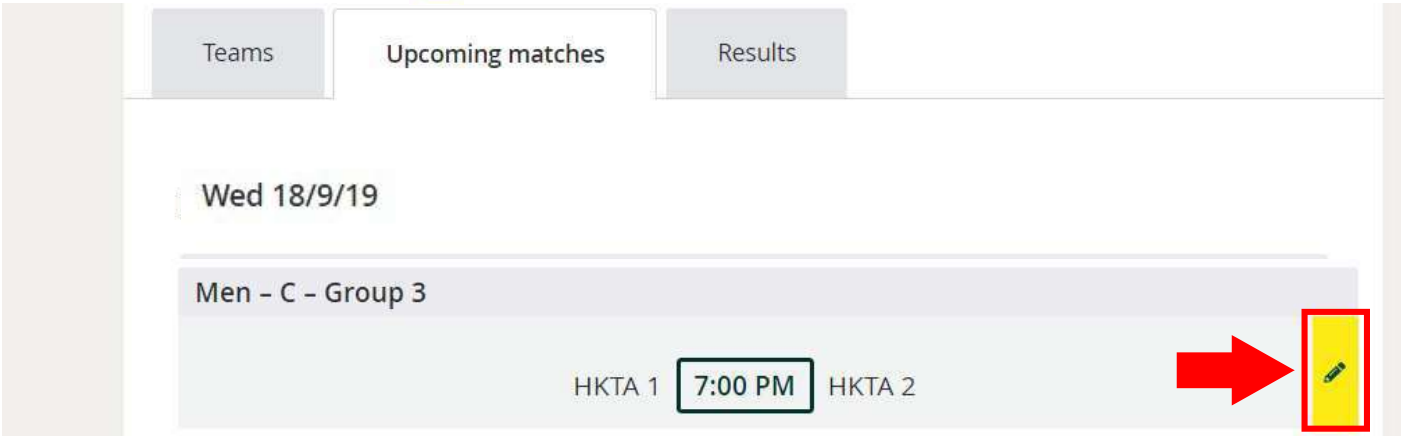
‘Not played’ means the set has not been started and both teams have forfeited the set.



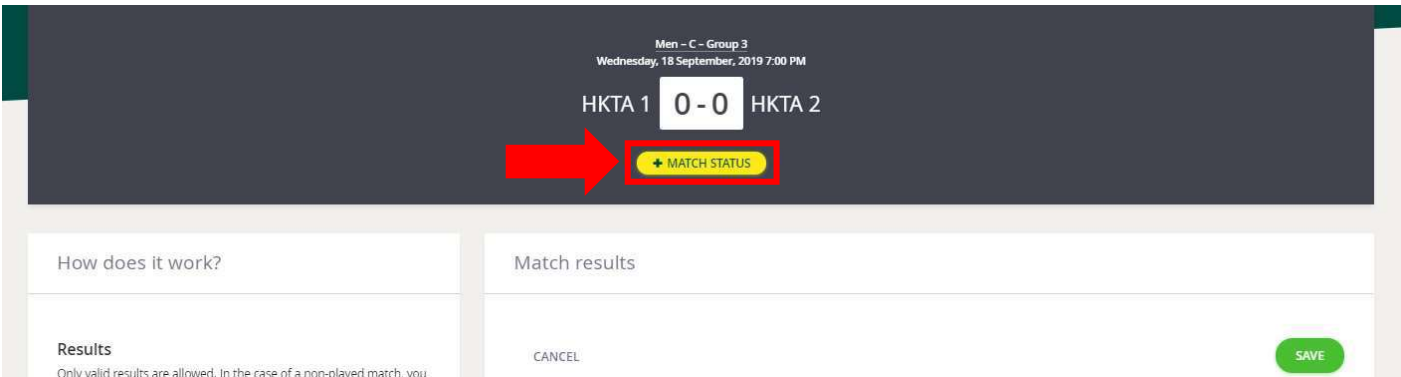
‘Abandoned’ is not applicable for HKTA league.

Postponement/Walkovermatch

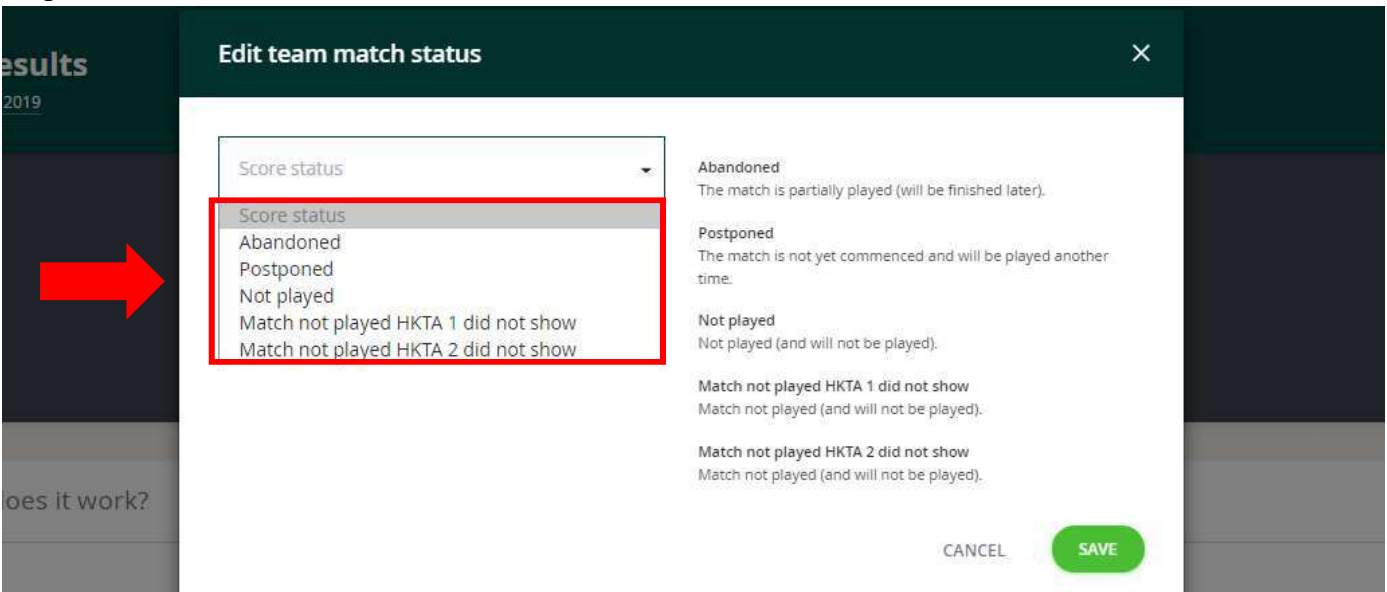
Step 1: Select match and click ‘  ’,



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

Abandoned

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

Postponed

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

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

CANCEL

SAVE

Step 2: Please click ‘SAVE’

Postponed

Men - U - Group 3

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

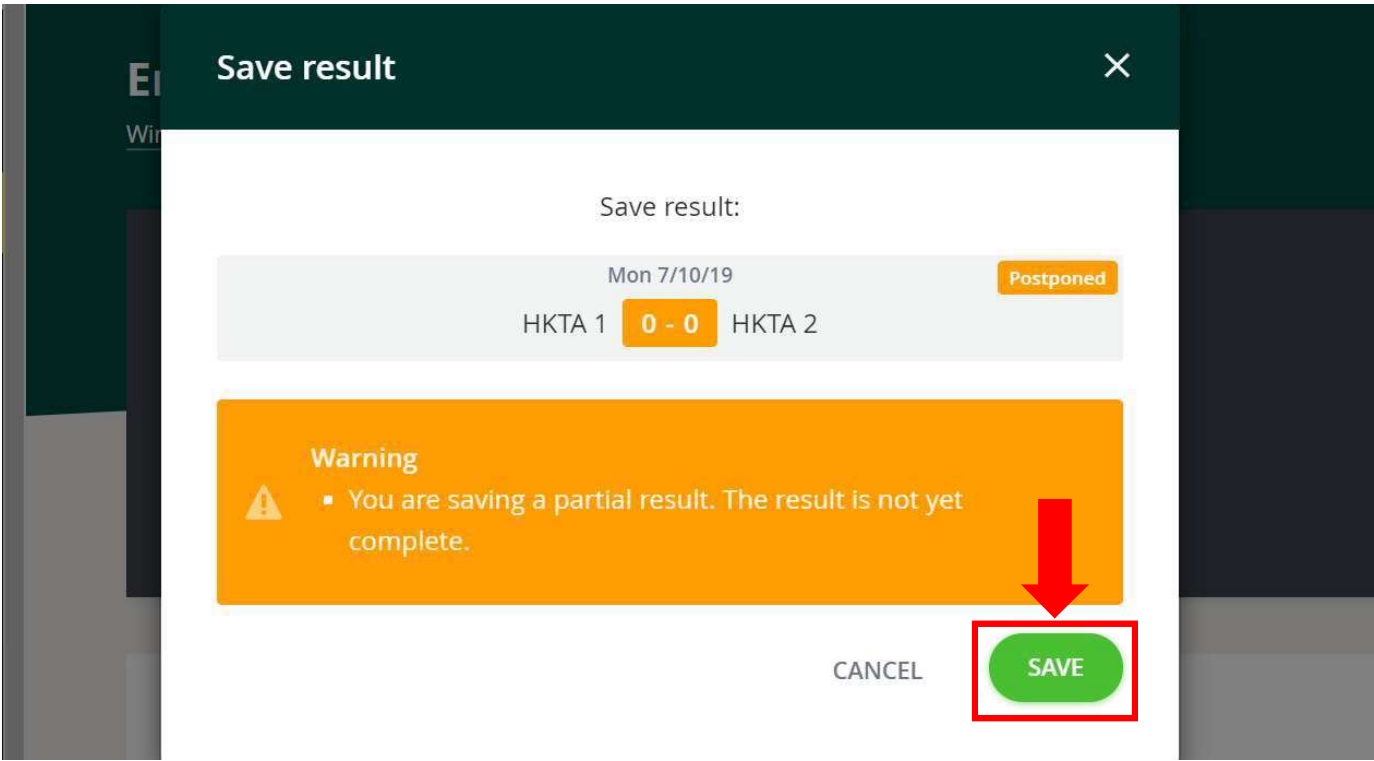
MD1

HKTA 1

+ SCORE STATUS

SAVE

Step 3: To confirm information, click ‘SAVE’

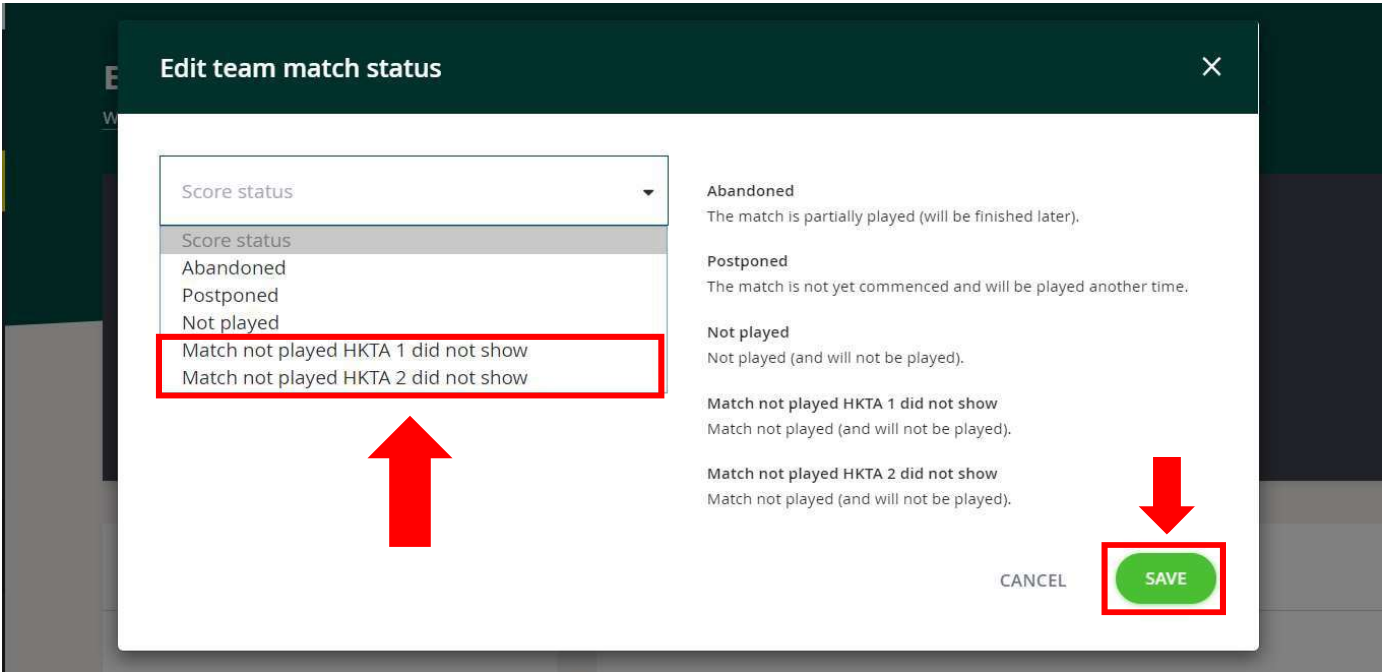


‘Not played’ means the match has not been started and the match will not be played.

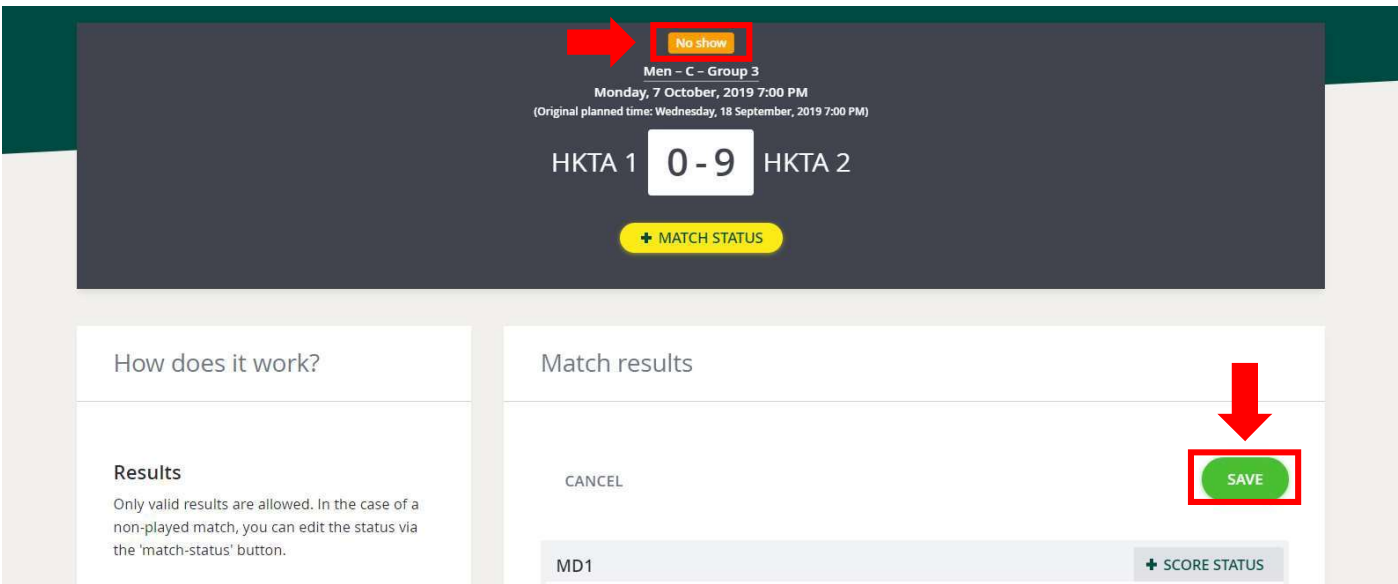
Match Forfeited

Step 1: Select one of the below:

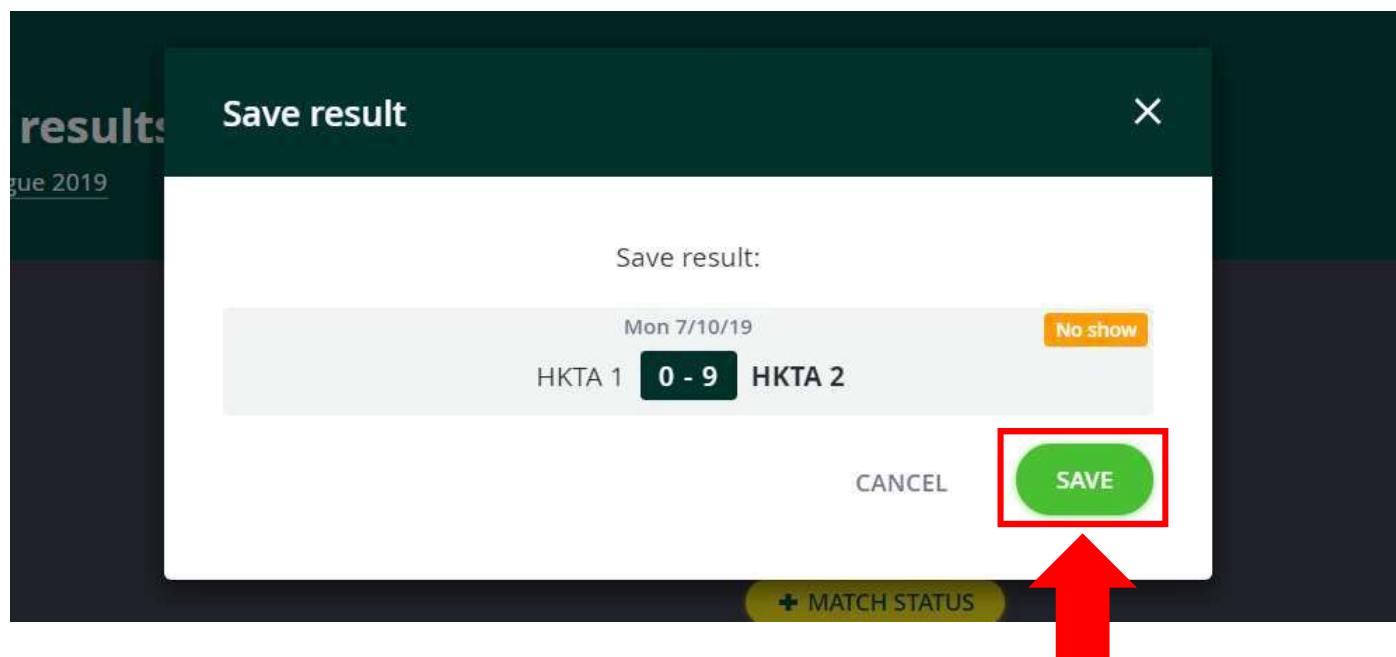
- ‘Match not played HKTA 1 did not show’ means that HKTA 1 team have given a walkover to HKTA 2. HKTA 2 team to submit the status, then click ‘SAVE’
- ‘Match not played HKTA 2 did not show’ means that HKTA 2 team have given walkover to HKTA 1. HKTA 1 team to submit the status, then click ‘SAVE’



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



Step 3: Please click 'SAVE'



The screenshot shows a 'Save result' modal window. At the top, it says 'Save result' with a close button (X). Below that, it says 'Save result:'. The main content area shows the date 'Mon 7/10/19' and the score 'HKTA 1 0 - 9 HKTA 2'. There is a 'No show' button in the top right corner. At the bottom, there are two buttons: 'CANCEL' and 'SAVE'. The 'SAVE' button is highlighted with a red rectangle and a red arrow points to it from below.

IMPORTANT:

As the League Online System is undergoing a trial season, results and standings are for reference only. The final results, standings, playoff teams will be posted on HKTA website. If you have any queries, please contact HKTA office (Tel: 2504 8593 or Email: league@tennishk.org).

<http://www.tennishk.org/en/leagues/winter-league>