

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.



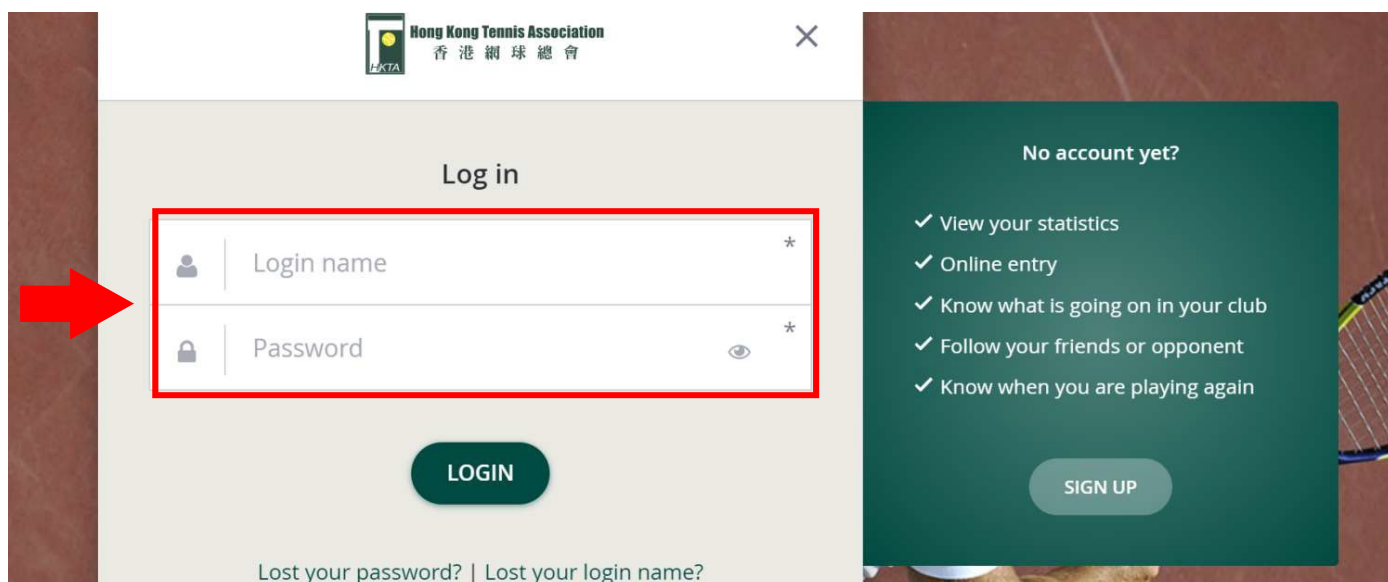
The winning team should enter the score in the system and submit the completed score sheet to the LMC within 3 days of each match (sending score sheet only will be accepted during the trial season)

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

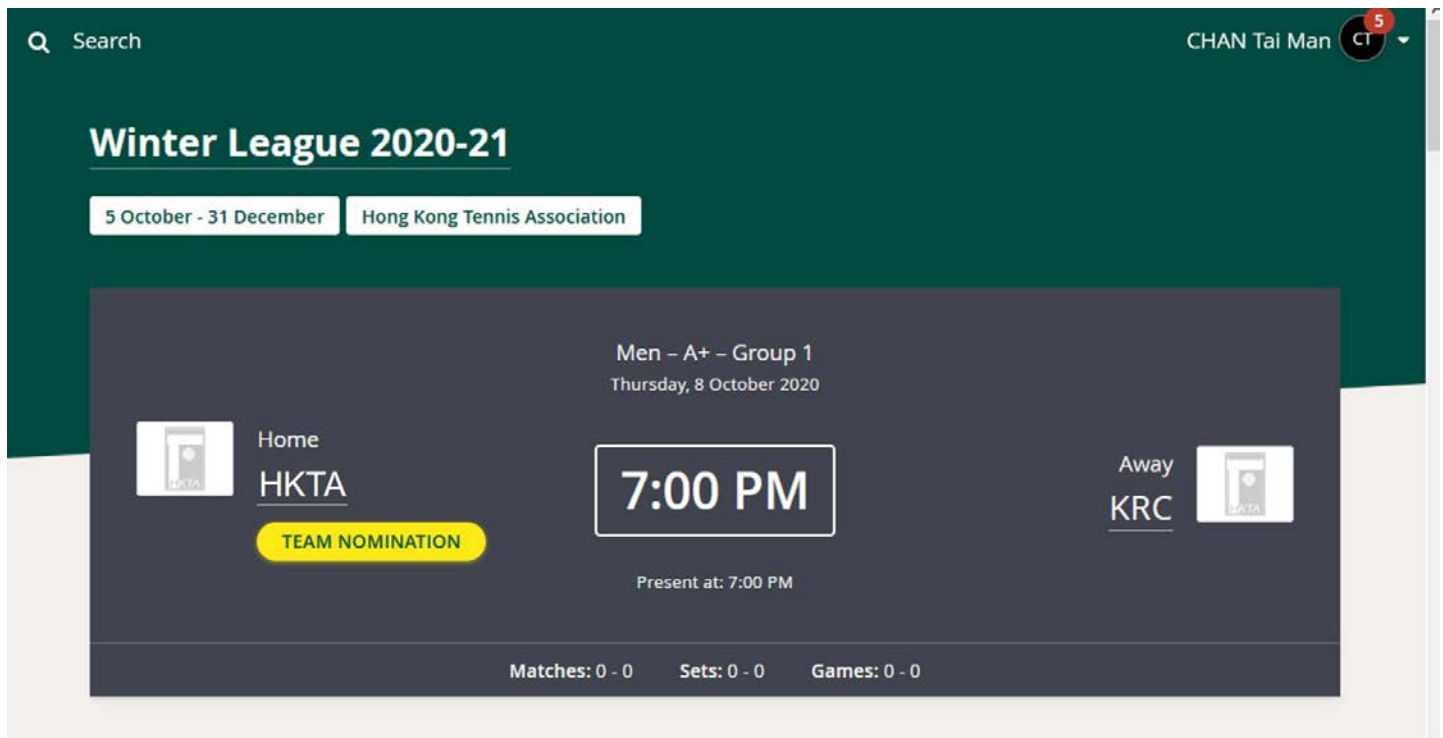
Step 1: Click 'League' and then search 'Winter League 2020/21', click it and then find the Division and Group at the right-hand side, click 'Go to Group'

The screenshot shows the 'Winter League 2020-21' page. On the left is a dark sidebar with navigation options: Home, Tournaments, Leagues (highlighted in yellow), Clubs, Players, Ranking, Memberships, and a search bar for 'Hong Kong Tennis Association'. The main content area has a dark green header with the league title and dates '5 October - 31 December' and 'Hong Kong Tennis Association'. Below the header are two panels: 'Find club' and 'Find group'. The 'Find club' panel shows a search bar with 'Find in league' and a table with 'MY CLUB' (Hong Kong Tennis Association) and 'TEAMS' (7). The 'Find group' panel has three dropdown menus: 'Select type' (Men), 'Select division' (A+), and 'Select group' (Group 1). A yellow 'GO TO GROUP' button is at the bottom right. A 'SIGN UP' button is also visible in the 'Find club' panel.

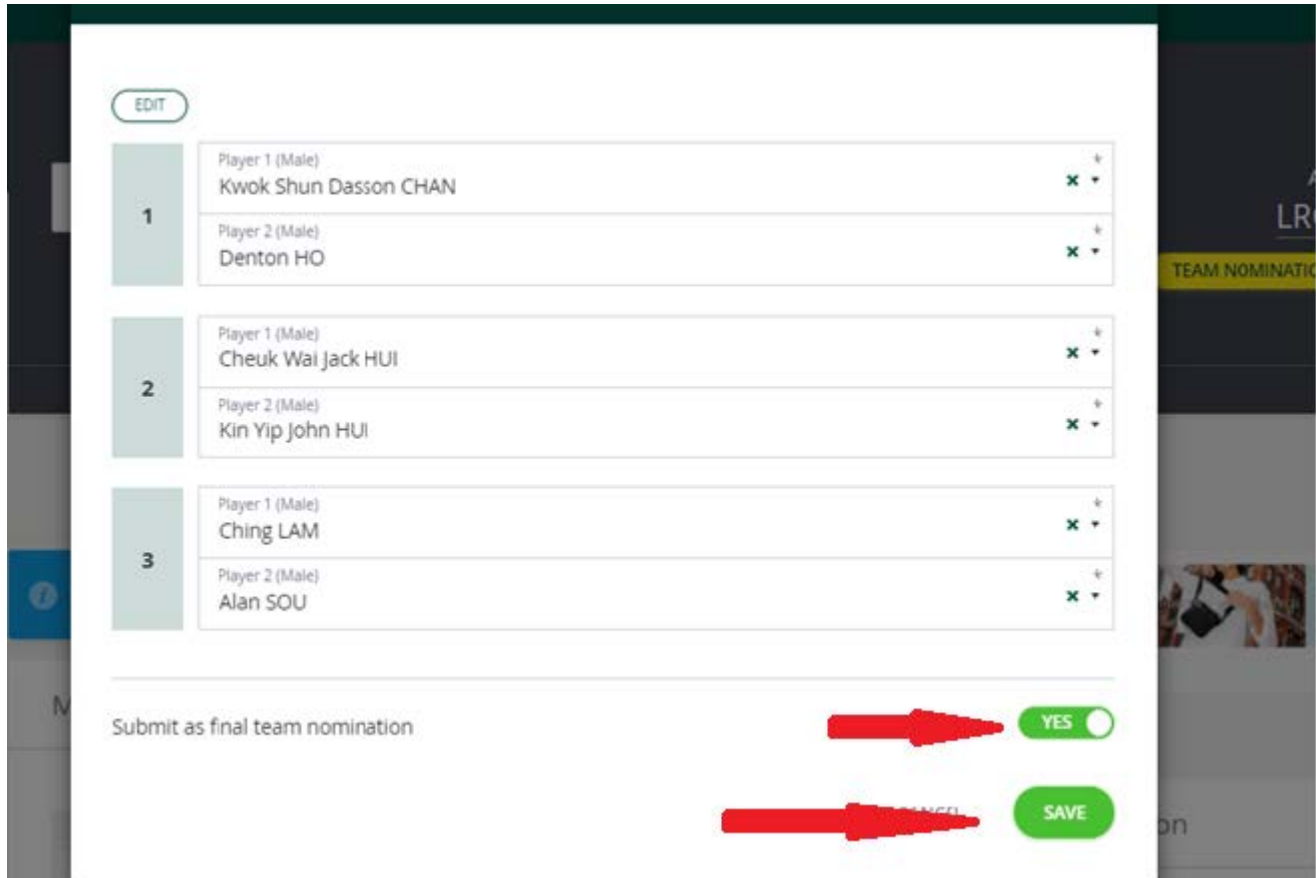
Step 2: Scroll down and click the match time in the middle of the match of your Club.

The screenshot shows the 'Men - A+ - Group 1' matches page. The header is dark green with the title 'Men - A+ - Group 1' and 'Winter League 2020-21'. Below the header is a 'Matches' section. Under 'Round 1', there are four match rows for 'Thu 8/10/2020'. The second row, 'HKTA 7:00 PM', is highlighted with a red box and a red arrow pointing to the '7:00 PM' time. The other matches are 'CRC 7:00 PM KTC', 'HKCC 7:00 PM HKFC', and 'KCC 2 7:00 PM KCC 1'. A yellow edit button is visible on the right side of the HKTA match row.

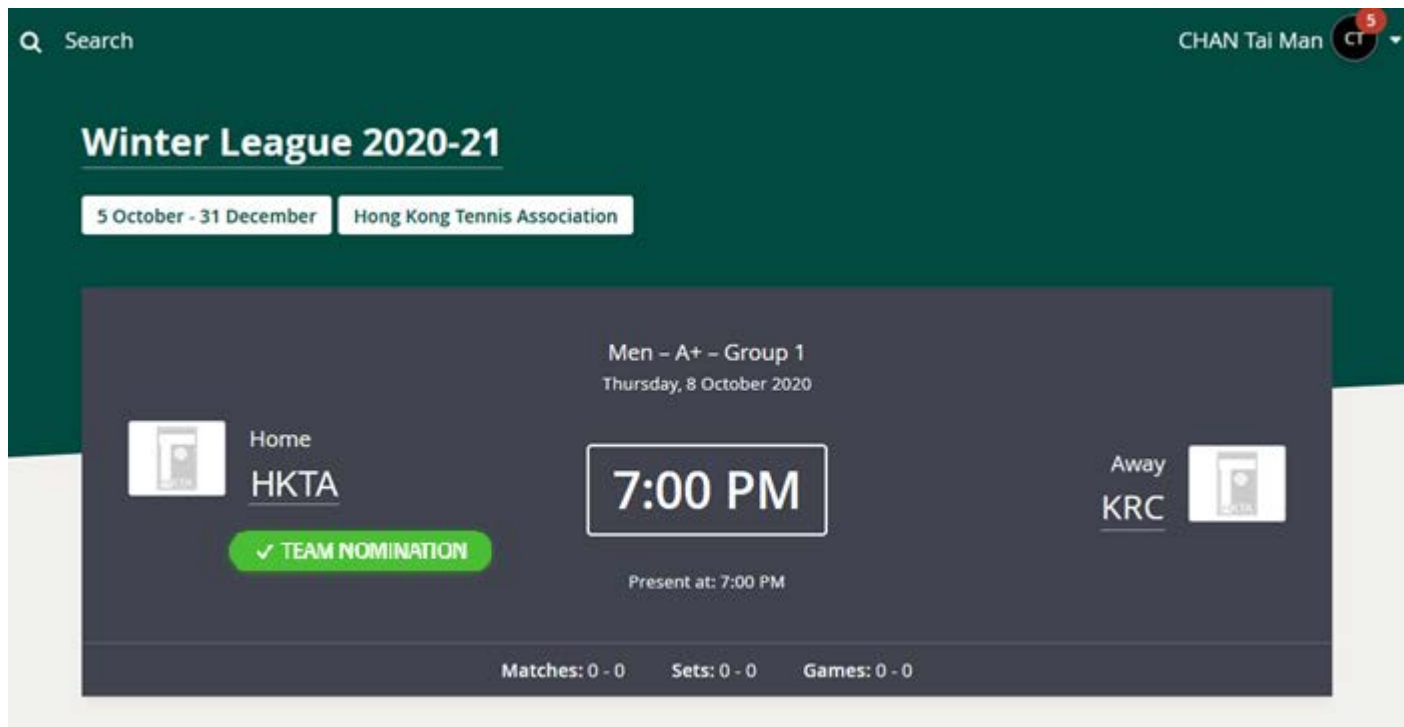
Step 3: Click 'Team Nomination'



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'.



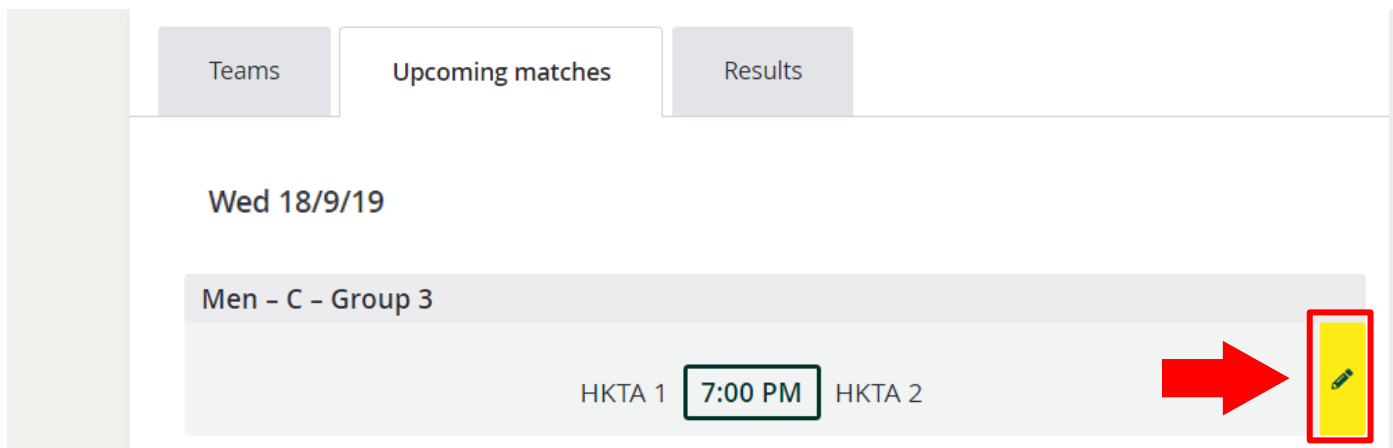
When saved, 'Team Nomination' button turns green, which means nomination process has been completed.



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'.

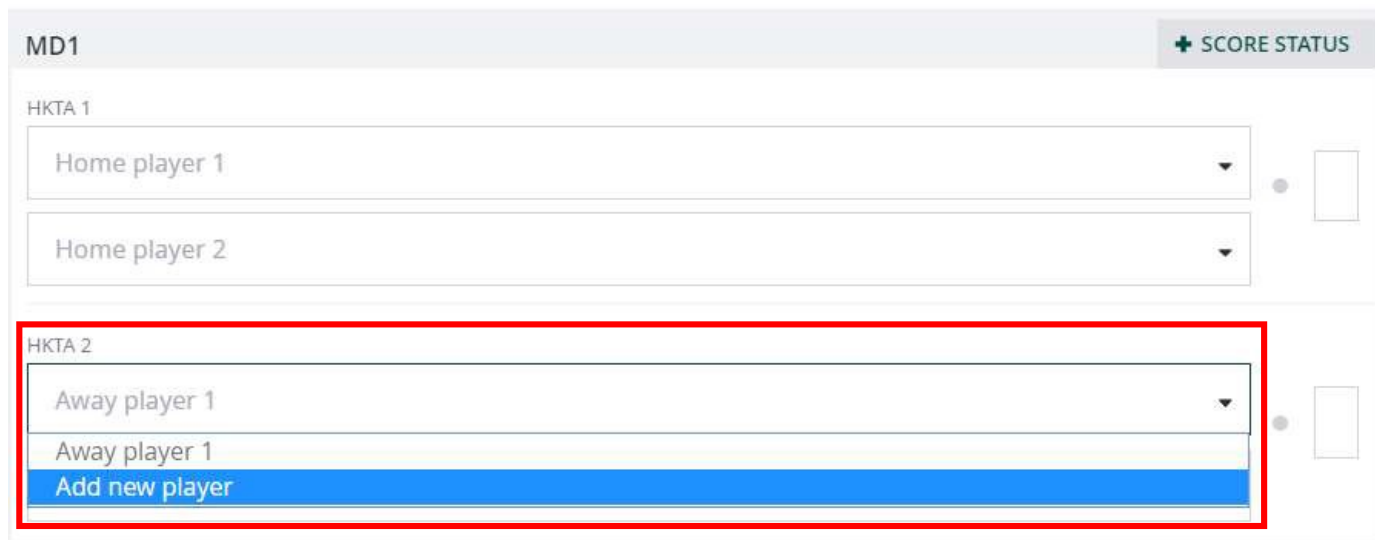
The screenshot shows a match results page for 'Men - C - Group 1' on Wednesday, 18 September, 2019 at 7:00 PM. The match is between HKTA 1 and HKTA 2, with a score of 4-5. A yellow '+ MATCH STATUS' button is visible. On the left, there is a 'How does it work?' section with 'Results' and 'Players' sub-sections. The main area is titled 'Match results' and contains a 'CANCEL' button and a green 'SAVE' button. Below this is a table for 'MD2' with a '+ SCORE STATUS' header. The table lists players for CRC 1 and LRC 2. For CRC 1, the players are Cheuk Wai Jack HUI (M, 54676) and Kin Yip John HUI (M, 54677). For LRC 2, the players are Scott VOLLMERICH (M, 53594) and Karan RASTOGI (M, 53363). To the right of each player name is an 'X' icon and a score input field. A red box highlights these input fields, and a red arrow points to the 'SAVE' button.

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

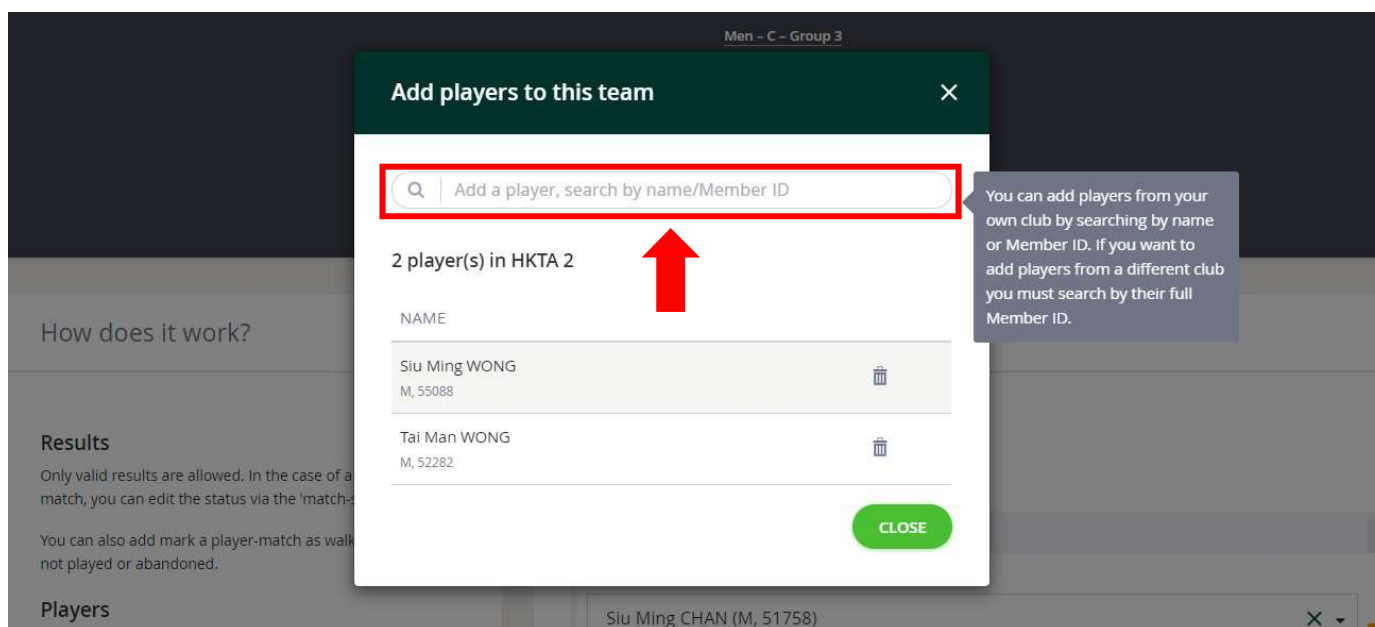
The screenshot shows a 'Save result' dialog box. The dialog has a title bar with 'Save result' and a close button. The main content area displays 'Save result:' followed by the date 'Wed 18/9/19' and the match score 'HKTA 1 4 - 5 HKTA 2'. At the bottom of the dialog, there are two buttons: 'CANCEL' and a green 'SAVE' button. A red box highlights the 'SAVE' button, and a red arrow points to it.

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

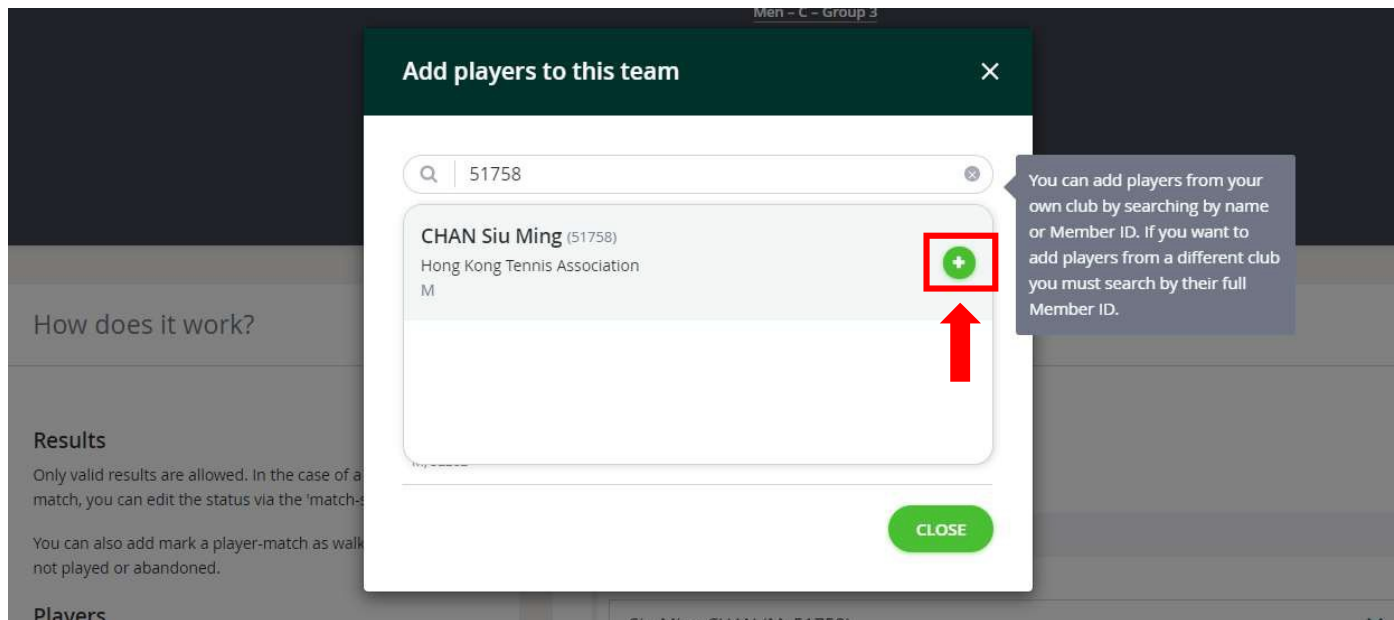
Step 1: Select 'Add new player'



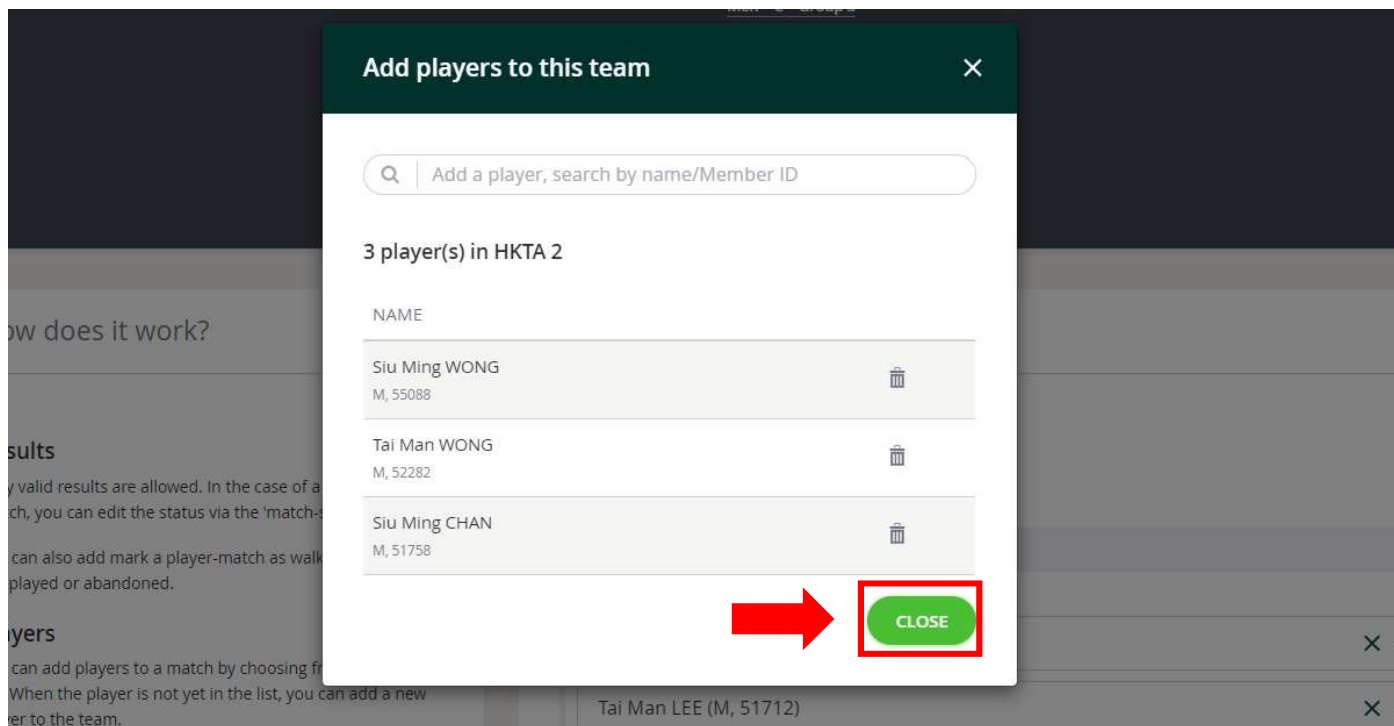
Step 2: Type player's HKTA PIN



Step 3: Insert the player



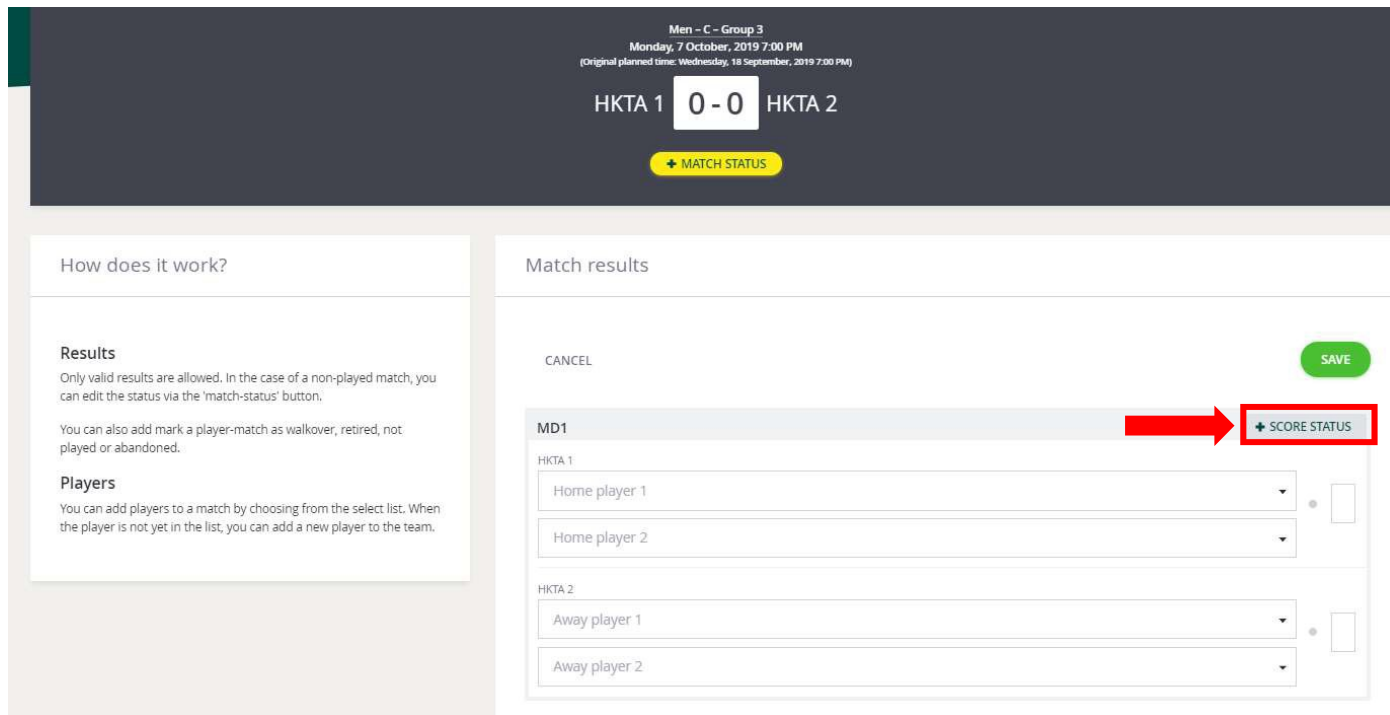
Step 4: To confirm the player is added to the team, click 'CLOSE'



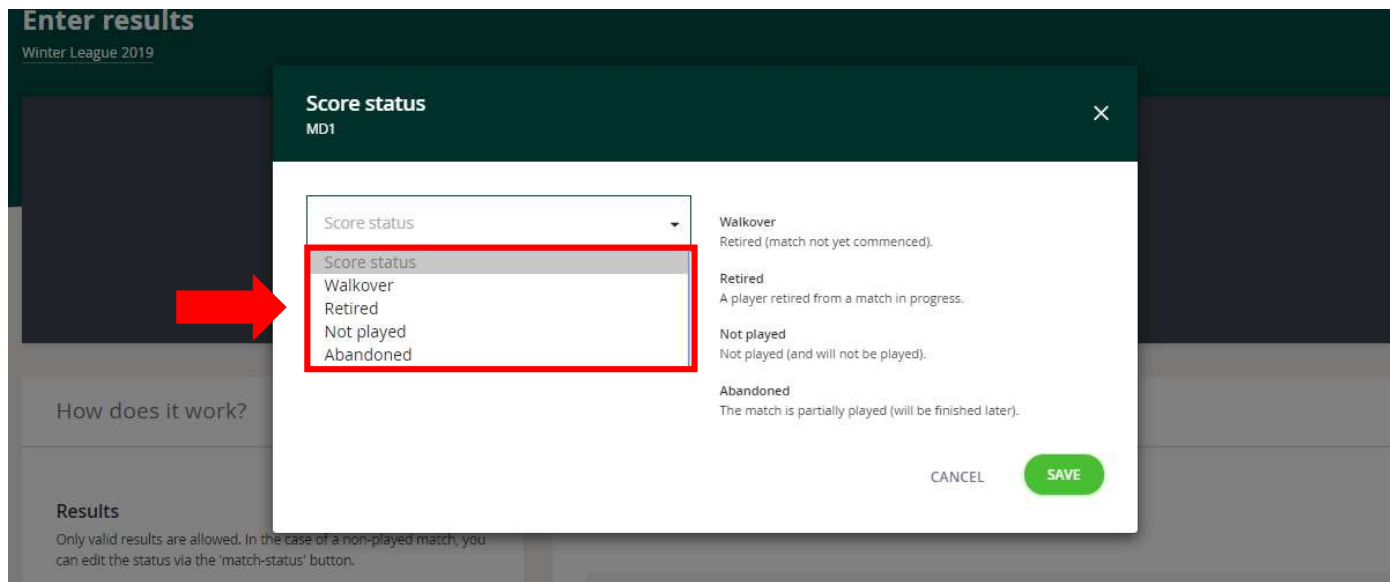
The inserted player will appear in the team list.

Procedure in the case of walkover set/retired set/not played set

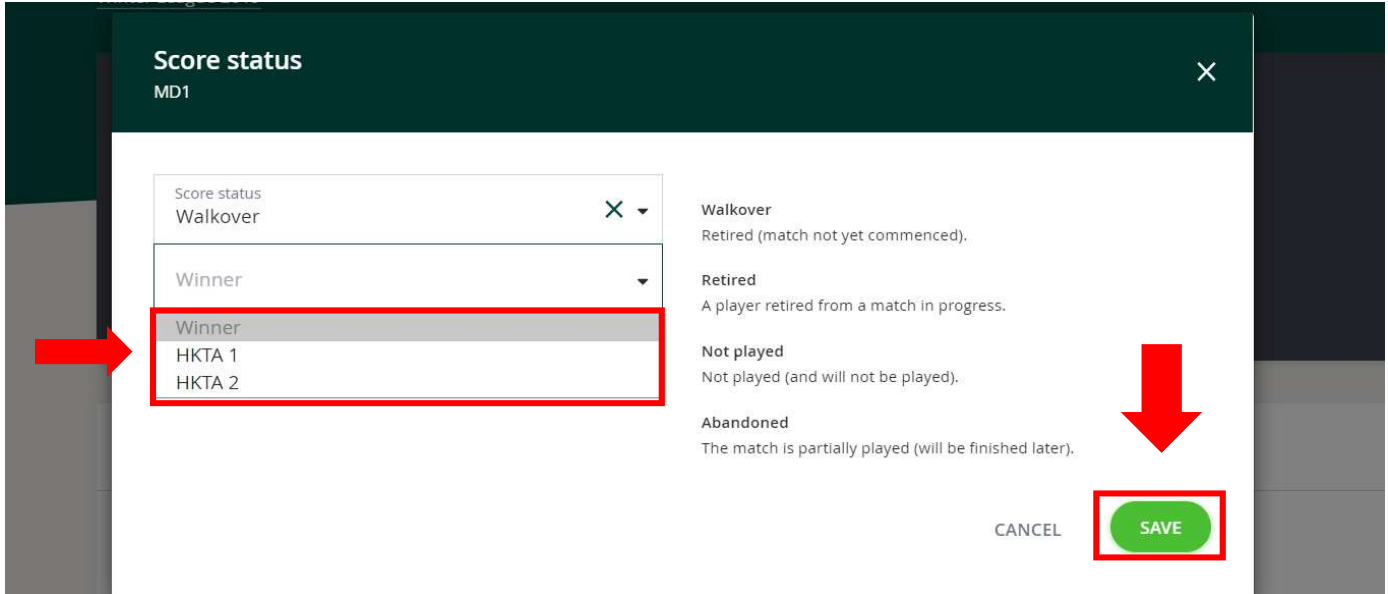
Step 1: Click '+SCORE STATUS' of specific set(s)



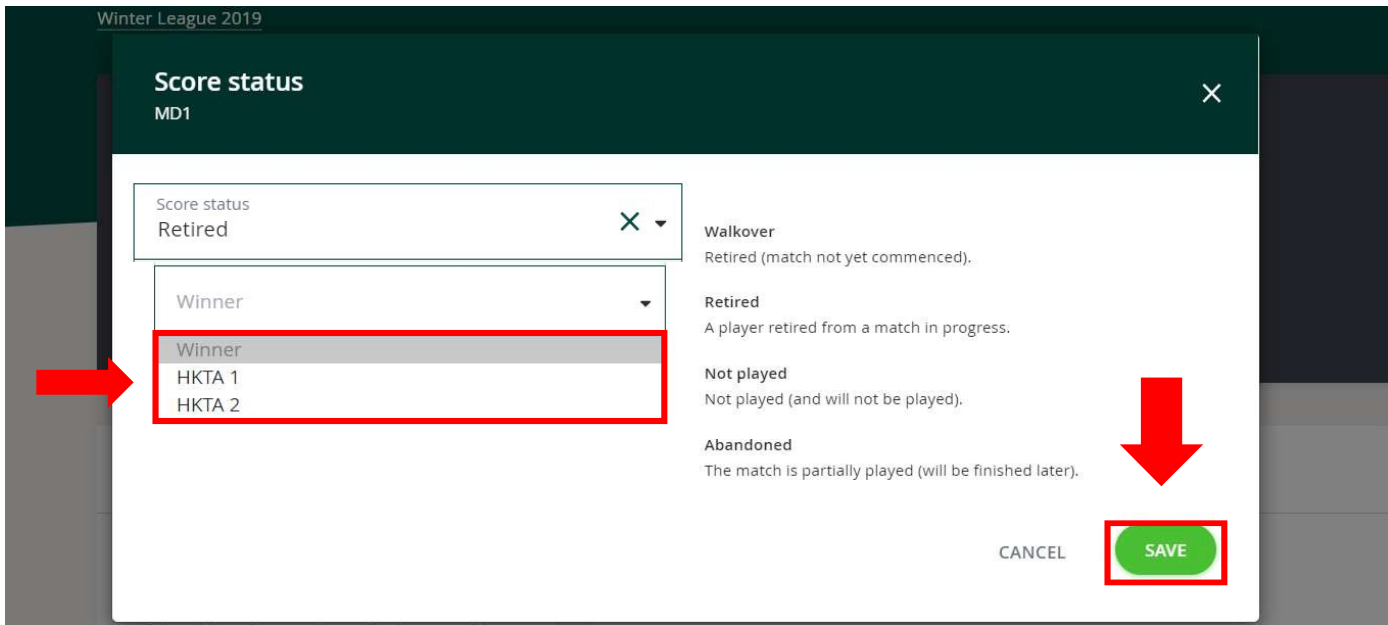
Step 2: Select the score status



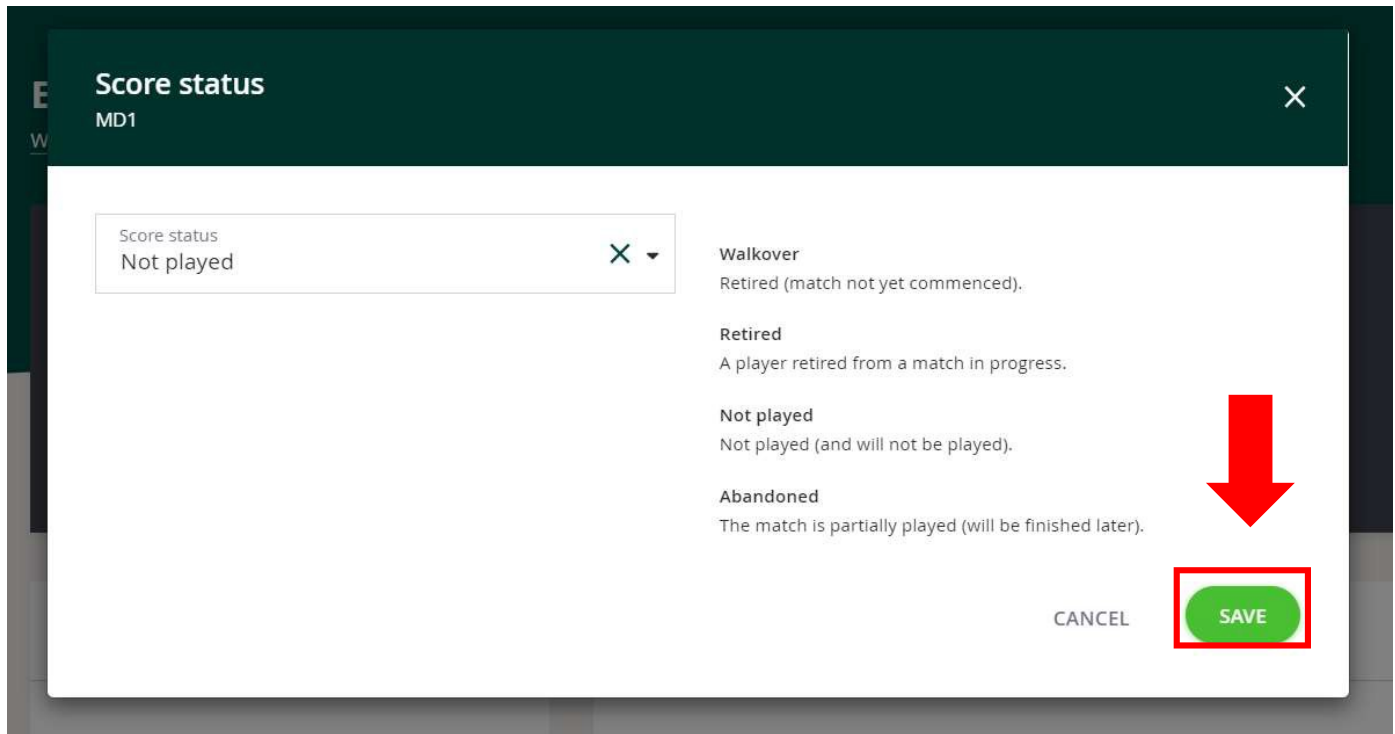
'Walkover' means the set will be awarded to the opposing team. Please select the winning team then save.



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



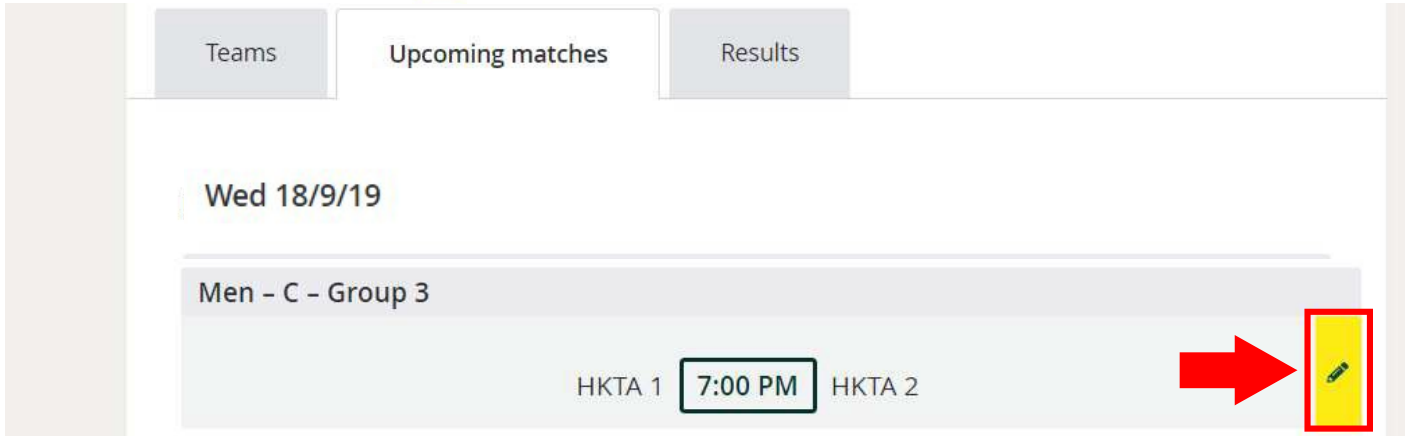
‘Not played’ means the set has not been started and both teams have forfeited the set.



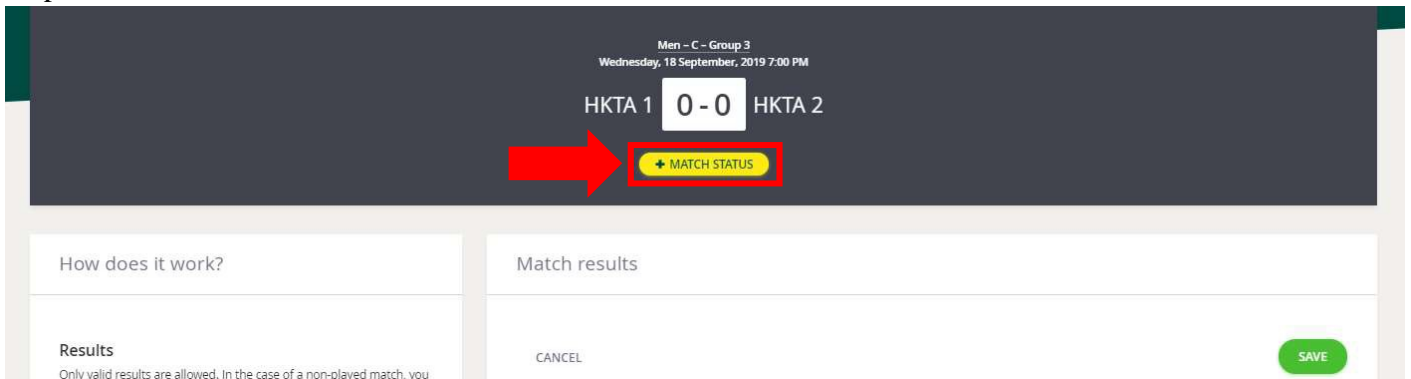
‘Abandoned’ is not applicable for HKTA league.

Postponement/Walkovermatch

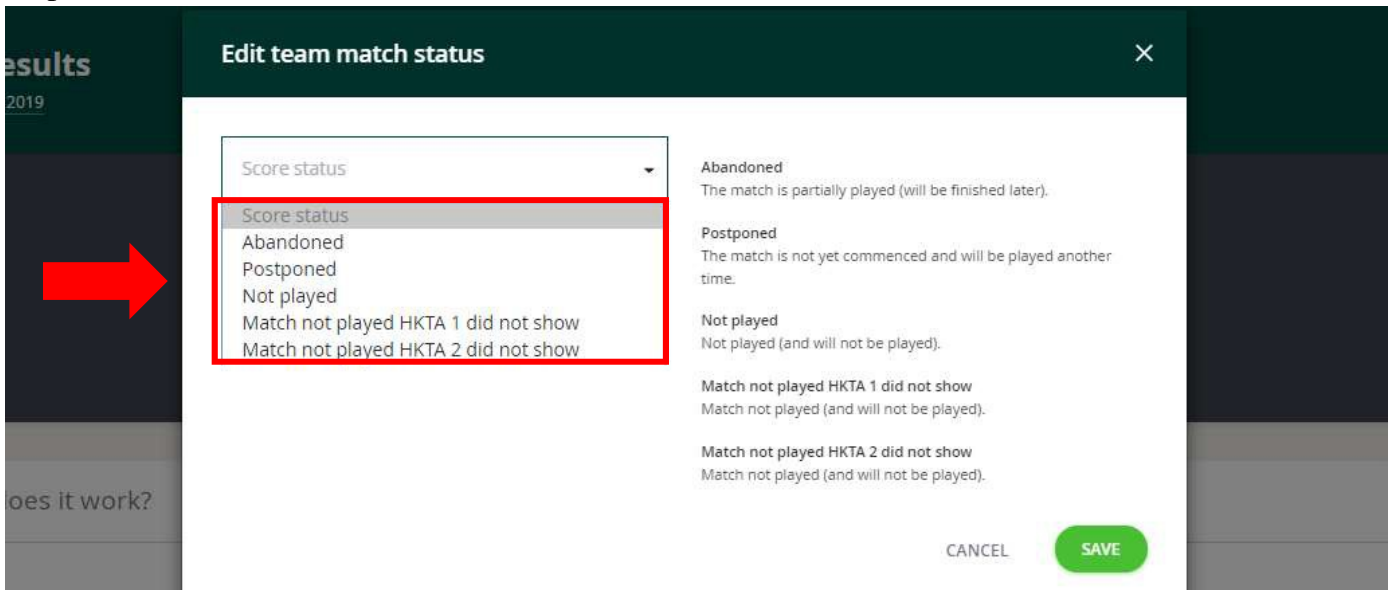
Step 1: Select match and click ‘’,



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



Step 3: Select match status



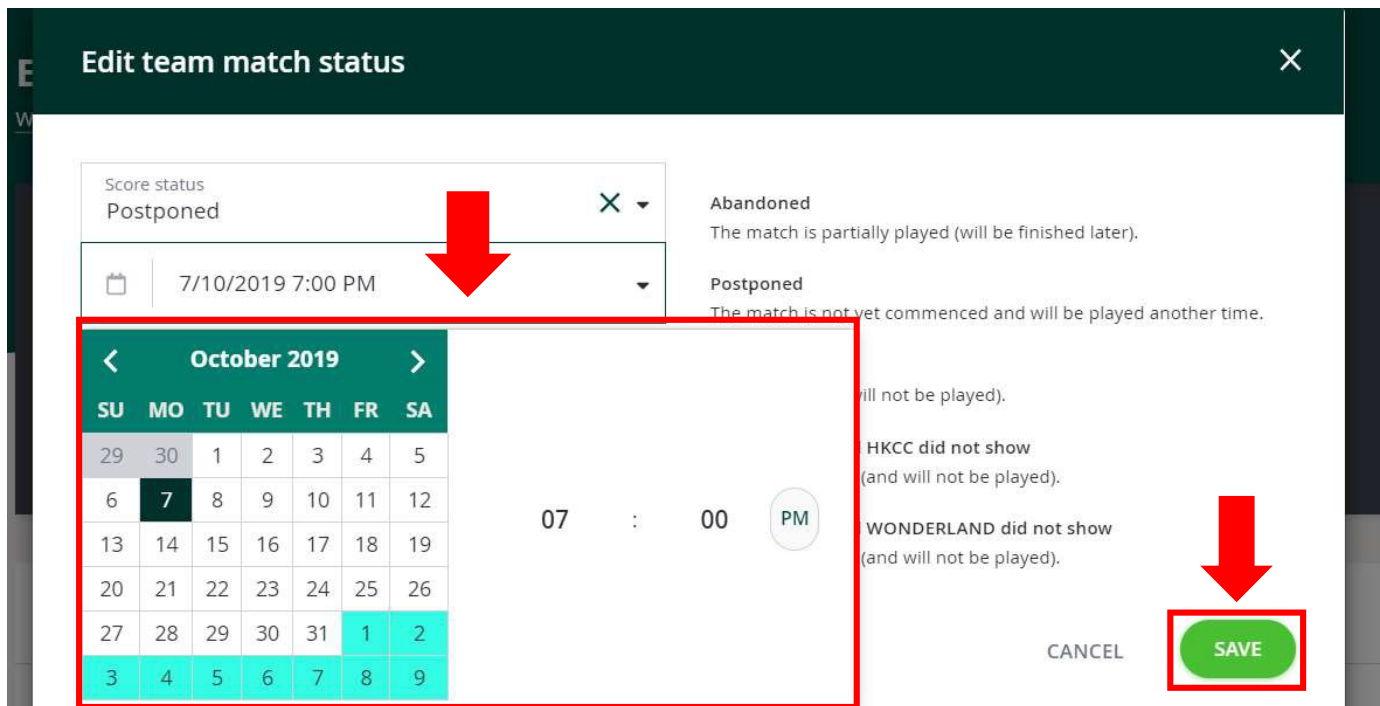
'Abandoned' is not applicable for HKTA league.

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

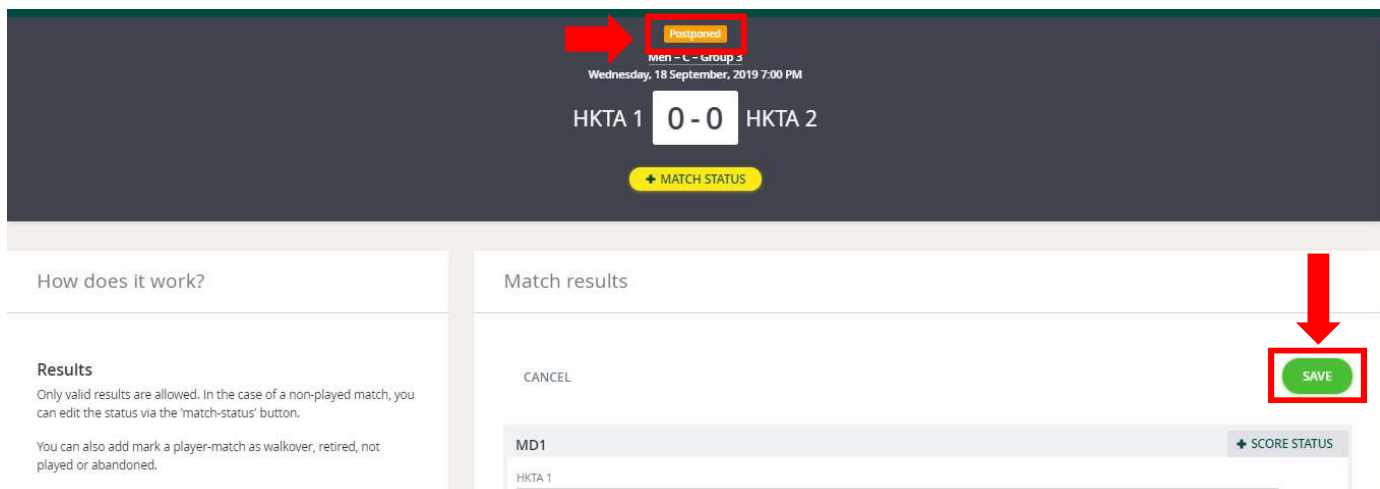
The home team is responsible to enter postponement information.

For Postponement

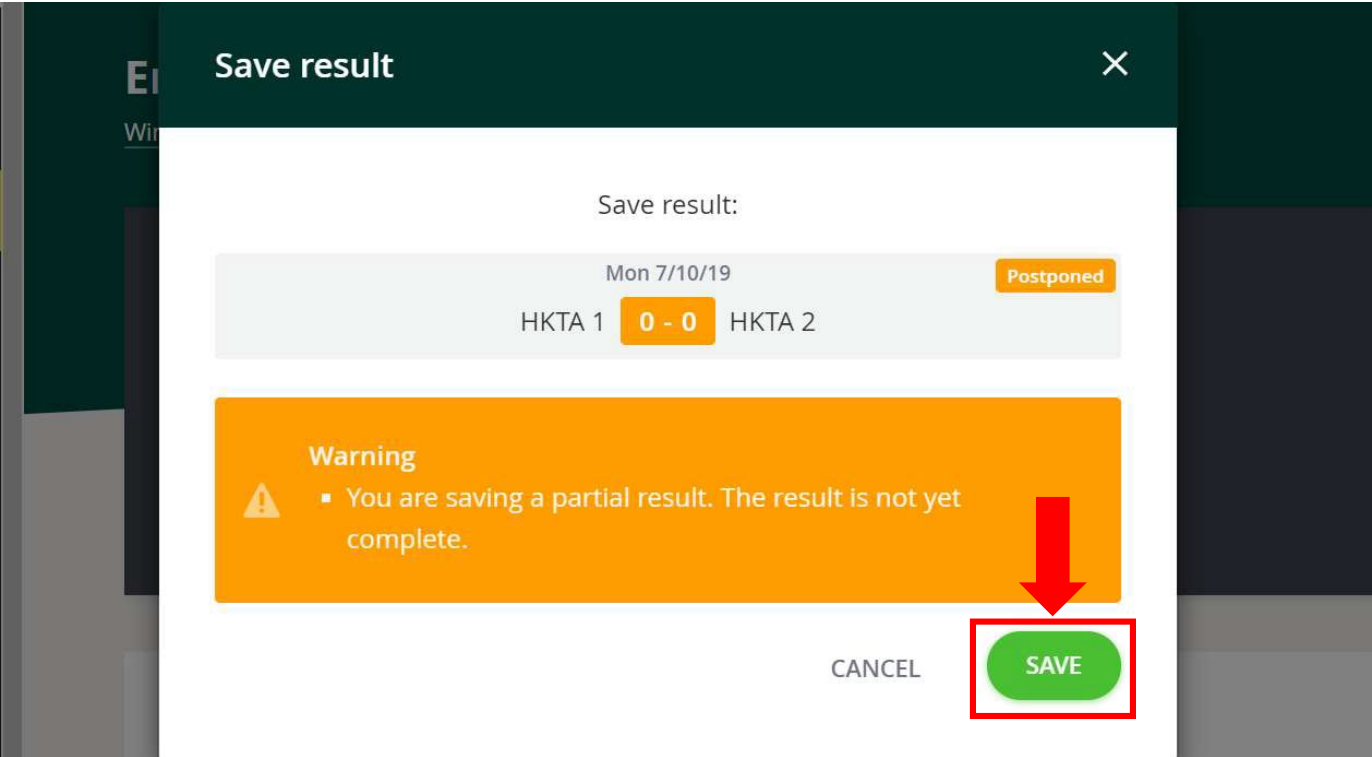
Step 1: Select 'Postponed', and choose the agreed Postponement Date and Time, click "SAVE"



Step 2: Please click 'SAVE'



Step 3: To confirm information, click 'SAVE'



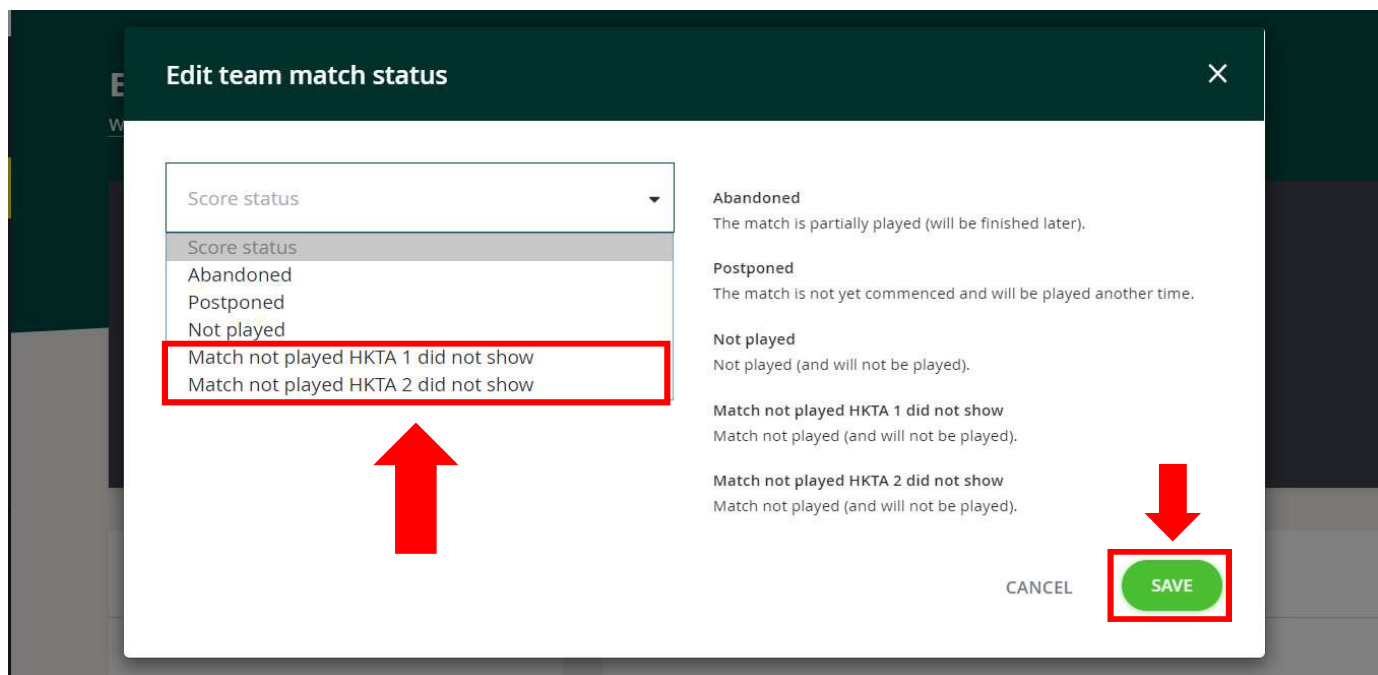
'Not played' means the match has not been started and the match will not be played.

Match Forfeited

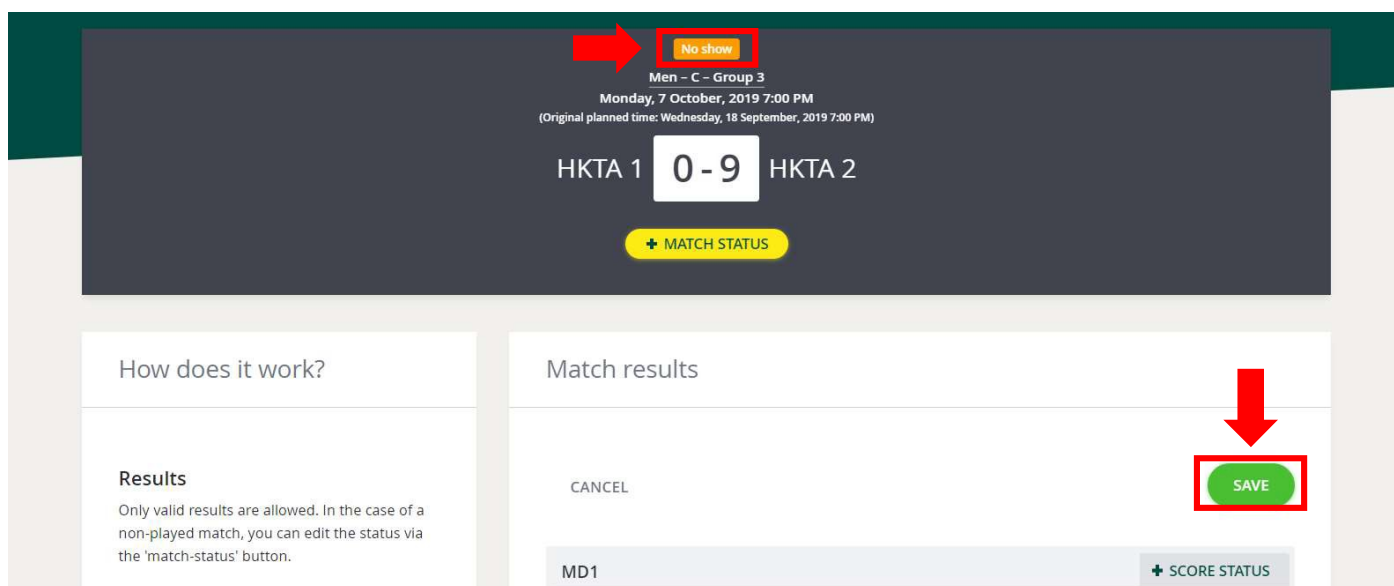
Step 1: Select one of the below:

‘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’

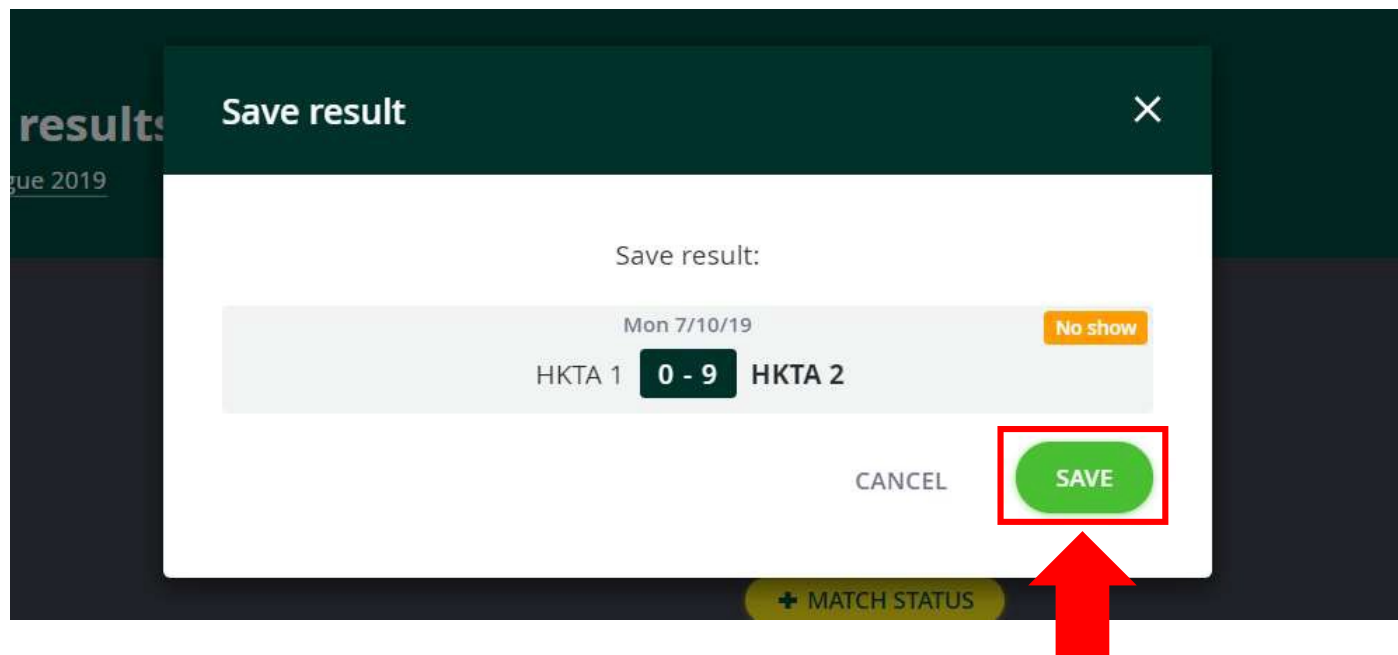
‘Match not played HKTA 2 did not show’ means that HKTA 2 team have given walkover to HKTA 1. HKTA 1 team to submit the status, then click ‘SAVE’



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



Step 3: Please click 'SAVE'



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>