

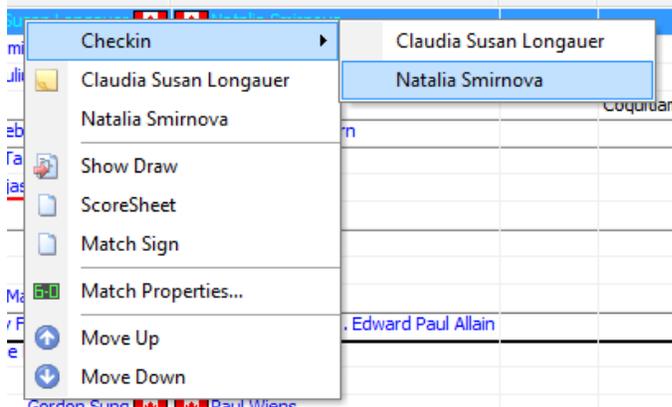
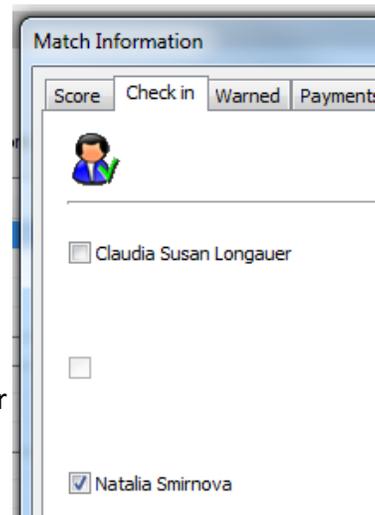
## Managing your tournament

### Players check in

To check-in players when they arrive for a match.

At the left side bar, click Matches icon. Double click on the match of the relevant player to open the Match information window. At the Check In tab, check the box beside the player and click OK.

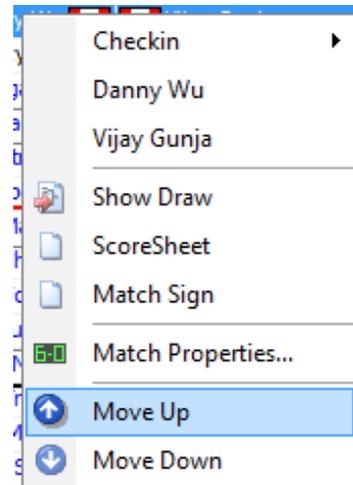
You can also right click at the relevant match to open the Match Information window. Slide your cursor to Check-in and click the relevant player.



Players who have been checked-in will change colour on the Matches screen.

	Time	Draw	Round	Nr	Team 1	Team 2	Co
☺	Mon 5/6/2013 06:00 PM	Women Singles 3.0	RR1	#1	Claudia Susan Longauer	Natalia Smirnova	
☺	Mon 5/6/2013 06:00 PM	Men Singles 3.5	R.16	#52	Carmine Digiovanni	Gordon Sung	
☺	Mon 5/6/2013 06:00 PM	Men Singles 3.5	R.16	#56	Julius Walczynski	Dave Tjart	
☺	Mon 5/6/2013 06:00 PM	Men Singles 3.5	R.32	#46	Danny Wu	Vijay Gunja	
☺	Mon 5/6/2013 06:30 PM	Men Singles 4.0	R.32	#34	Sebastian Lacha	Nicola v Rotrakarn	
☺	Mon 5/6/2013 07:00 PM	Women Singles Open	QF	#3	Tatiana Petrova	Andrea Frustaci	
☺	Mon 5/6/2013 07:00 PM	Men Singles Open	R.16	#21	Tejas Phaterpekar	Brandon Wood	
☺	Mon 5/6/2013 07:00 PM	Men Singles 3.5	R.16	#53	Bill O'Malley	Fan Yang	
☺	Mon 5/6/2013 07:30 PM	Men Singles 4.0	R.16	#55	Ivan Chang	Lincoln Lin	
☺	Mon 5/6/2013 07:30 PM	Men Singles 3.0	R.16	#19	David Young	Stuart Menish	
☺	Mon 5/6/2013 07:30 PM	Women Singles 4.0	QF	#10	Mariana Mueller	Kyoko Kimura	
☺	Mon 5/6/2013 08:00 PM	Mixed Doubles 8.0	RR1	#2	Jenny Fu+Glen Nguy	Frances Joy All... Edward Paul Allain	
☺	Tue 5/7/2013 06:00 PM	Women Singles 4.0	R.16	#5	Coralie Maeva Tripier	Julie W	
☺	Tue 5/7/2013 06:00 PM	Men Singles 3.5	R.16	#54	Daniel Marks	Kyle Jones	

You may re-order the matches by right clicking any matches and choosing Move Up or Move Down.

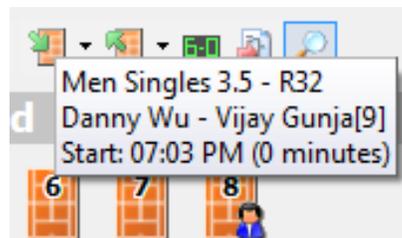


Players who still need to pay are indicated with a red underline.

Notes	Messages	Date/Time	Match	Round	Draw #	Players
		Tue 5/7/2013 06:00 PM	Men Singles 4.0	R.16	#31	Surong Sunja, Paul Wrens
		Tue 5/7/2013 06:00 PM	Men Singles 4.5	R.16	#8	Johnny Lam, Randy Bird
		Tue 5/7/2013 06:00 PM	Men Singles 4.0	R.16	#53	Farbod Ahmadi Diba, Justin Foidart
		Tue 5/7/2013 06:30 PM	Men Doubles 4.5	QF	#2	Pami Herar+Brian Lam, Grant Clark+Chuck Peries
		Tue 5/7/2013 07:00 PM	Men Singles 4.0	R.16	#49	Khalid Ali, S. Lachat or N. v Rotrakarn
		Tue 5/7/2013 07:00 PM	Men Singles 4.0	R.16	#56	John Pagan, Andrew Van Gaans
		Tue 5/7/2013 07:00 PM	Women Singles 4.0	QF	#9	Elena Foxcroft, Ika Setyawati
		Tue 5/7/2013 07:30 PM	Men Doubles 4.0	RR3	#6	Paul Hayato Beaton+Jack Chao, Ray Lebrun+Kiyoshi Nishihama

### Matches in progress

When a match is assigned to a court, drag the match to the relevant court. TP shows matches in progress on each court together with the match duration.



### Inputting scores

Open the Draw Properties box to record the scores.

- At Draw, double click the match in the Draw or Highlight the match in the draw and click the Match Properties icon.
- At Matches, double click the completed match.

It is set up to auto complete scores to enable you to enter the loser's score when recording results.

