



Tournament Module Guide: Configuration

Guide 1 of 3

December 2021

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About this Guide

This Tournament & Gaming Configuration Guide provides Tournament Directors and/or League Coordinators with an overview of various configurations within the Sports Connect for Associations Tournament & Gaming Module.

This guide focuses on general configurations within the Tournament & Gaming Module. We outline tournament/league application configurations, and the potential options available for setting up your tournament. These various options allow for a customizable tournament to be run within the platform. This is guide 1 of 3.

We also provide TIPS and NOTES throughout this guide, to assist you in the use of the Sports Connect NGB/State Platform.

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Tournament Configuration Checklist

Step 1 - Set-up the Tournament Details

- Enter Basic Tournament Information and choose Create
- Once Created, you are ready to complete the tournament info tab and configure your Tournament's settings.
- Configure billing and disciplinary rules.

Step 2 - Add Tournament Staff (Security Users)

- Everyone can use a helping hand. Add your tournament director and volunteers that will help you run a successful tournament.

Step 3 - Set-up Player Age Groups and Flights

- Add the age groups that will participate in the tournament
- Create a flight for each age group if you have players with varying skill levels create a series of flights for an age group (i.e. Elite, Division 1, etc.)

Step 4 - Configure Applications

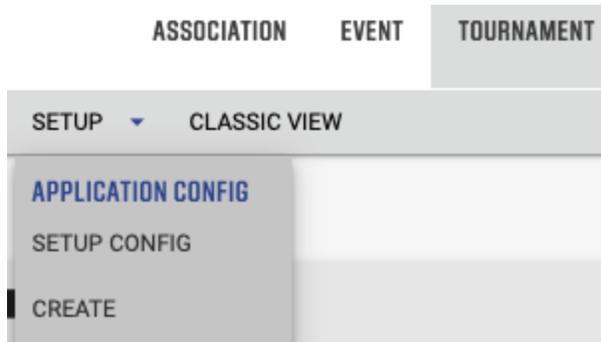
- When can teams sign up for your Tournament? Add your registration start and end dates.
- Set the rules for participating in your tournament (i.e. can teams play up, how many players are required for a team to register, etc.).
- Configure application payment and acceptance rules.
- Enter your fees. Charge the same for all age groups or charge varying prices for older vs. younger.
- Add any additional questions to the team application, electronic legal agreements, team settings and player settings.

Step 5 - Open Tournament Registration

- Before opening registration, be sure to complete and review your tournament and application settings and configurations.
- Update your tournament website look and content, and your confirmation messaging to encourage participation and/or provide guidance and updates to applicants.
- Configure the details to display on your public tournament website in the bracket scoring section.
- Publish your tournament and share the registration link.

Tournament/Gaming Competition Set-up

Select Tournament from the top toolbar and then choose Create to create a new tournament or competition.



Basic Tournament Information

To get started, please provide some basic information about the competition you are configuring.

Tournaments / Create a New Tournament

Use this form to create a new Tournament. Tournament can be configured with a universal Hotel Code for all hotels offered by the Tournament or a individual Hotel Code can be applied to each hotel separately when adding hotels to the tournament.

* Are required fields

Tournament Name*

Tournament Short Name*

Event Date* **Event End Date***
Month Day Year Month Day Year
-- -- 2021 -- -- 2021

Copy Data From the Selected Tournament:
--- Not Copy ---

Data To Be Copied Include *:
 Tournament Configuration Venue/Fields
 Age Groups Flights Flight Schemas
(*date fields are not copied)

1. Tournament Name: Official name of tournament or league play
 - o Ex: Fall 2021 Beach Area Soccer Recreational League
2. Tournament Short Name: Shorter name or abbreviation of tournament/ league play
 - o Ex: Fall 2021 BAS Rec League

NOTE: The name you enter in this field will show on the tournament/ league play drop down menu, on the Tournament App, and on match reports.

3. Event Date: Date of when the tournament/ league play begins.
4. Event End Date: Date of when the tournament/ league play ends.

5. Copy Data from selected Tournament: Provides an option to copy tournament configurations, venues/fields, age groups, flights, and flight schemas from a previous tournament.
 - To copy data from a previous tournament, choose the name of the tournament from the dropdown menu and check the items you wish to copy. **NOTE: Date fields are not copied.**
 - If not, leave the field set to ---Not Copy---
6. Click Create.
7. Once your tournament is created you will be taken to the Tournament Info tab. Here you will enter additional details for your tournament.

Tournament Info

Complete all required fields. Required fields are indicated with a red asterisk *.

Tournaments / Find, Edit, Delete a Tournament

Fall 2021 BAS Rec League

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content

Tournament Info Payment Billing Disciplinary Profiles Guest Play Hotels

Use this form to edit this Tournament.

Use the tabs to edit additional information on those tabs.

When creating a domain url please use the following naming convention: *Association brief name* [example: msysa], followed with a hyphen [-] *tournament or tournament name* [example: demotournament] followed by *.sportsaffinity.com*.

Owning Unit Type
Association

Owning Unit
Training Connect

Tournament Name*
Fall 2021 Beach Area Soccer Recreational League

Tournament Short Name*
Fall 2021 BAS Rec League

Domain Name (Host Header Detection URL)

Event Date* 8/27/2021 **Event Check-in Date**

Event End Date* 10/3/2021

Schedule Lock Date **Rescheduling Fee Starting Date**

Date to Display College Coaches Attending to Public
From To

Show on Public Tournament/League list?
 Yes No

State Cup Rules Apply?
 Yes No

Is this gaming league seasonal play?
 Yes No

Synchronize Multirostered Players?
 Yes No

Allow Club Pass Players Assignment?
 Yes No

Auto-remove Club Passed Players after each game?
 Yes No

Only reschedule game to same/early date via reschedule process?
 Yes No

Show in the Compete Connect Tournament App?
 Yes No

Uses Only Registration Teams?
 Yes No

Tournament uses payment tracking?
 Yes No

Synchronize Jersey No's and Positions?
 Yes No

Allow Developmental Players Assignment?
 Yes No

Cancel Delete Update

- **Owning Unit type:** This defines the hierarchical unit within the association. This is determined at the Association level and based on your access.

- **Owning Unit:** This is the unit that owns the Competition and therefore can change the configuration. This is determined at the Association level and based on your access.
- **Tournament Name:** This is the Long Name of the Competition and can include any number of alphanumeric characters. This will pre-populate with the basic information provided. *
- **Tournament Short Name:** This is the Short Name of the Competition and can include any number of alphanumeric characters and will be used on the Left Navigation if using Classic View and on any reports and views where the long name will not fit. This will pre-populate with the basic information provided. *
- **Domain Name (Host Header Detection URL):** Public web address or URL where tournament information, schedules, standings, etc. can be viewed.
 - When creating a domain url/ web address please use the following naming convention:
 - Association brief name followed by a hyphen (-) tournament or league name followed by **.sportsaffinity.com**.
 - A completed URL would be created as **stacksports-bas21.sportsaffinity.com**
- **Event Date:** Date of when the tournament/ league play begins. This will pre-populate with the basic information provided. *
- **Event Check-in Date:** Date of when teams can start checking in. Usually the same date as the event start date. *
- **Event End Date:** Date of when the tournament/ league play ends. This will pre-populate with the basic information provided. *
- **Schedule Lock Date:** Optional date of when the schedule will be locked for any further changes.
- **Rescheduling Fee Start Date:** Optional date of when rescheduling fee will start to be applied.
- **Date to Display College Coaches Attending to Public:** These are optional fields to define the Date “From” “To” when the List of College coaches attending the competition will be displayed to the general public.
- **Show on Public Tournament League List:** This determines if the tournament will be visible on the public list. **NOTE: This is set by a Stack Sports team member.**
- **Show is Compete Connect App:** This determines if the tournament will be visible on the Sports Connect App. **NOTE: This is set by a Stack Sports team member.**
- **State Cup Rules Apply:** This field defines to the system that the Association State Cup Rules will be applied for the Competition.
- **Uses only Registration Teams:** If yes, only teams that have been created within the Sports Connect system can apply. This includes teams that have been submitted to Sports Connect for Associations from the Sports Connect for League and Club solution. **No public teams will be permitted to submit applications.** No public teams will be permitted to submit applications.
- **Is this gaming league seasonal play:** Opens up scheduling preference questions for teams when submitting applications. (See the Team Settings tab for these questions)
- **Tournament uses payment tracking:** The system will track payments and apply order numbers to applications for teams applying into tournament/ league play.

- **Synchronize Multi Rostered Players:** This field defines if the Competition will allow for the players that are multi rostered to multiple teams (one as primary Team and the second as multi rostered player). If a team has multi rostered players, they will show on the tournament/ league player roster.
- **Synchronize Jersey No's and Positions:** If a team has jersey #s and positions entered for their team on the Leagues & Teams side of the system they will appear on tournament application and roster, and digital player cards.
- **Allow Club Pass Players Assignment:** Allows team to add club pass players for the tournament/ league play. Configurations for limits on # Club pass players are located on the Applications tab.
- **Allow Developmental Players Assignment:** Allows teams to push players onto other teams for the tournament/ league play. Configurations for Developmental Players Assignment are located on the Age Groups Flights tab.
- **Auto-remove Club Passed Players after each game:** Automatically remove Club Passed Players off roster once game has ended. If no is selected, players will remain on roster until manually removed by Team Admin.
- **Only reschedule games to same/early date via reschedule process:** Rescheduling of a game can only happen on the same/ an earlier date the game is scheduled on.

Once all of the updates have been completed, choose Update to save your changes.

Payment

If you are planning to use different payment methods for Tournaments, please contact the Sports Connect Support Center or your Technical Account Manager for assistance with setting up your payment methods.

NOTE: These settings will only apply to the respective tournament. If nothing is configured in this area, it will default to your League or Association's standard forms of payment as notated on your ACH Form.

Billing

If you are planning to use different billing settings for your Tournament you can configure this by choosing the Billing sub-tab. By default the system will use the settings on the "Tournament Configuration" tab.

Tournaments / Find, Edit, Delete a Tournament

Fall 2021 BAS Rec League

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content

Tournament Info Payment **Billing** Disciplinary Profiles Guest Play Hotels

Use this form to edit the billing information for this tournament.

These settings will only apply to tournament payment settings, by default it will use the settings on the "Tournament Configuration" tab.

This should be used to configure information shown to your registrants when contacting you for billing concerns.

* Are required fields when the billing contact information is used.

Configure different billing settings for Tournaments

Make Checks Payable To (Defaults To Tournament Name)

Use address below for billing (Defaults to Primary User)

Address Line 1*

Address Line 2

Country*

United States of America

City* _____ **State/Province*** AK _____ **Zip*** _____

Work Phone* _____ **Fax** _____

Email Address* _____ **County:** _____

Update

1. Check "Configure different billing settings for Tournaments."
2. Enter Checks Payable Name (Defaults to Association Name).
3. Check "Use address below for billing" (Defaults to Primary User as defined in the security tab for your organization).
4. Complete the required fields.
5. Click Update.

NOTE: This information is shown to your registrants when contacting you for billing concerns and will appear on system generated payment confirmation.

Disciplinary

Configuration

Configure the disciplinary types that will be used for this tournament. It is recommended to use the default settings unless your event will track disciplinary items in a more specific manner.

If you are planning to use other disciplinary types for your Tournament, please contact the Sports Connect Support Center or your Technical Account Manager for assistance.

The following explains the functionality however, only State level or Sports Connect users have the ability to update these settings.

Tournaments / Find, Edit, Delete a Tournament

Fall 2021 BAS Rec League

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content
Tournament Info Payment Billing Disciplinary Profiles Guest Play Hotels
Disciplinary Configuration Tournament Inherit Association Inherit Suspensions

Please configure the disciplinary types that will be used for this tournament.

Disciplinary Type	Assign	Use Defaults
Administrative Hold	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ban League	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ban State Cup	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Competitive League Violation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Game Suspension	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Probation PAD	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Suspension PAD	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suspension Risk Management	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suspension	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Probation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Yellow Card	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Red Card	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Concussion	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Show disciplinary items to public? Yes No

Auto Suspension Reduction by System? Yes No

Please note: the values on this page are the default settings which can be overridden by checking/unchecking each box. If 'Assign' is checked, Administrators and Players with this disciplinary item are eligible and can be assigned to a team.

Auto-clear System Assigned Suspensions when:

- the suspended game has started
- the suspended game has been scored

- **Disciplinary Type Assign:** Selecting items in this column provides for the system to allow the Competition administrator to assign the items rather than use the defaults for the Organization.
- **Show Disciplinary Items to Public:** Selecting “Yes” configures the system to show the disciplinary items on the public view.
- **Auto Suspension Reduction by System:** Selecting “Yes” configures the system to automatically reduce the number of games a player and/or administrator is suspended based on the number of games that have passed as scheduled in the system.
- **Auto-clear System Assigned Suspensions when:** This option allows the tournament director to clear a player’s suspension for upcoming games:
 - When suspended game is played
 - When suspended game is scored

Tournament Inherit

This configuration is used to define if this competition will inherit disciplinary items from a previous competition. The default is No.

Association Inherit

This configuration is used to define if this competition will inherit disciplinary items from another organization using the Sports Connect Tournament module. The default is No.

Suspensions allows you to configure how many games a player and/or staff member can be suspended from game play based on an infraction.

Tournaments / Find, Edit, Delete a Tournament

Fall 2021 BAS Rec League

Tournament Config
Security
Applications
Age Groups
Bracket Scoring / Cards
Messaging
Content
⏏

Tournament Info
Payment
Billing
Disciplinary
Profiles
Guest Play
Hotels

Disciplinary Configuration
Tournament Inherit
Association Inherit
Suspensions

Please configure the disciplinary penalty suspensions that will be used for this tournament.

Penalty Type	Code	Subcode	Total	
CAUTION	C		0	edit
CAUTION - Delay Restart	C	DR	0	edit
CAUTION - Dissent	C	DT	0	edit
CAUTION - Enter field improperly	C	E	0	edit
CAUTION - Fails to Respect Distance	C	FRD	0	edit
CAUTION - Leave field improperly	C	L	0	edit
CAUTION - Persistently Infringing Laws of the Game	C	PI	0	edit
CAUTION - Unsporting Behavior	C	UB	0	edit
Concussion	CC	-	0	edit
Competitive League Violation	CLV		0	edit
EJECTION	E		1	edit
EJECTION - Second Caution	E	2CT	1	edit
EJECTION - Admin Two Sus	E	2S	2	edit
EJECTION - Abusive / Offense Language	E	AL	1	edit
EJECTION - Denies Goal scoring opportunity by impeding Foul	E	DGF	1	edit
EJECTION - Denies Goal scoring opportunity Handling	E	DGH	1	edit
EJECTION - Irresponsible Behavior	E	IRB	1	edit
EJECTION - Spitting	E	S	1	edit
EJECTION - Serious Foul Play	E	SFP	1	edit
EJECTION - Suspension PAD	E	SP	999	edit
EJECTION - Violent Conduct	E	VC	2	edit
Suspension Pending PAD	SPP		999	edit
Suspension by Cal South	X	X	999	edit

Disciplinary Penalty Type

Type Code Type Subcode

Game Suspensions

Profiles

Discontinued functionality.

Guest Play

Discontinued functionality.

Hotels

Discontinued functionality.

Security

After a tournament/ league has been created within the Connect system, tournament staff will need to be added to properly manage the configurations and the tournament.

Users

To add a new user to your tournament please follow these steps:

1. To add a new user, you will first want to look up the user in the system. This will allow you to avoid creating duplicate users.
2. To look up a user, choose Lookup Contact from the top of the form to open a pop-up search window
3. Enter the user's last name and first name in the pop-up search window.
4. If the user exists in the platform, the user profile will display. If this is the correct user, choose Select beside their name and their information will be pre-populated in the form.
5. If no results are found, choose Close to exit out of the pop-up search window.
6. Enter the user's information in the form including:
 - User Type – Choose the user's role in the tournament. (This information is used to pull reports.)
 - First and Last Name
 - Business Title (if applicable)
 - Address, Country, City, State, and Zip Code
 - At least one phone number
 - Valid email address
 - Choose a Level of Access – This will assign a user's level of permission and system access within the tournament.
 - Create a username and password and share it with the user
 - Choose Add Contact

NOTE: If you wish to copy a group of users from a previous tournament you can utilize the Copy Users From Selected Gaming/ Tournament drop down menu. Once the tournament you wish to copy users from has been selected, choose copy and their data will be generated under the security tab.

Level of Access Permissions

Flight Administrator = Limited Access, permission to only specified flights within tournament.

Scorekeeper = Limited Access, permission granted to only scorekeeping functions.

Tournament Director = Full Access to all tournament configurations and functions.

7. If edits need to be made to a Security user after they have been added, click Edit beside their name.
8. If the user is no longer associated with the tournament, you can remove them from the Security tab by clicking Delete beside their name.

Tournament Users	Primary	Type	IDNum	
Demo, Henry	<input checked="" type="checkbox"/>	Tournament Director	23392-202065	edit delete

NOTE: This will not delete their profile from Sports Connect, it simply removes their access from the respective tournament.

Security Roles

By default, three security roles (Tournament Director, Scorekeeper and Flight Administrator) are available for tournament organizers to classify a user's level of access. If you need additional roles for this tournament you can create them from the security roles tab.

Select a role from the list box on the right or input the name of a new role using the text box and click the "Create" button to create a new role. Choose the access rights for this role by checking the appropriate boxes.

NOTE: If you want to create a custom role for your tournament, it is recommended to contact your Technical Account Manager to ensure the role is configured properly.

Age Groups

Similar to state level configurations for each season, tournament/ leagues can configure the age groups and the ranges within these groups for tournament play. If running a state sanctioned event, it is recommended to keep age groups aligned with your state’s rules and regulations to avoid possible violations.

1. **Age Group:** Name of age group (i.e.: Girls Under 12)
2. **Absolute Lowest Age:** Youngest possible age a player can be in age group.
3. **Lowest Registration Age:** Lowest age player can be when registering to a team.
4. **Highest Age in Group:** Oldest possible age player can be in age group.
5. **Age Code:** Code for age groups. Used internally for tournament lookup and reporting. Limit of 4 characters. (i.e.: GU12)
6. **Child Gender:** Boys or Girls.
7. **Maximum Roster Active:** Maximum number of players that can play on game day/can appear on the printed roster
8. **Minimum No. of Players:** Minimum number of players on roster.
9. **Maximum No. of Players:** Maximum number of players that appear on the system player roster page from which active players can be selected.

If State Cup Rules have been enabled from the Tournament Configuration tab the following additional options will be available for the Tournament Director/ Coordinator to configure.

- **Roster Continuity Count:** Number of returning players needed from the team's regular season roster to be considered a congruent team for tournament/cup play.
- **Roster Continuity Date:** Date in which the roster continuity number will take effect
- **Cup Tie Date:** Restricts player movement prior to roster freeze. When multiple competitions are linked, the cup tie will redline players who have been transferred or club passed within another competition.
- **Max Transfer Count:** Max. # of transferred players permitted on roster
- **Roster Freeze State:** Date when roster freeze will take effect for teams in age groups
- **Roster Freeze End:** Date when roster freeze will end for team in age group

You also have the option to copy age groups from another tournament. This must be done prior to creating any additional age groups.

Flights

A flight is a group of teams that are at a similar competitive level. The flights used by the system are the level of play of the teams within an age group.

The system requires at least one Flight per Age Group. A flight may have one or multiple Brackets of Teams.

A Competition may have one Flight per age group or may have multiple Flights per age group. For example, Premier Flight, Division 1, and Division 2.

The Flights can also be used as Rounds within the same Play Levels. For example, Premier Flight Round 1, Premier Flight Round 2, Premier Flight Round 3.

The system allows for the Advancement and Relegation of Teams between Flights as a result of their standings.

Helpful Hints

- The Flight Configuration function allows the Administrator to define one flight and then copy certain settings across all flights.
- When defining Flights or Round, create a naming convention for the Flight names across the competition.
- When creating Flights or Rounds, create them in sequence so that you do not have to rearrange the flights after they have been created. **NOTE: Should you need to rearrange the flights, you can do so by choosing Direct Flight Reordering from the Flights tab.**

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content

Age Groups Flights

Age Group	Flight	Code	Number	Dev Plyrs	Dev Assgn	Dev PlayUp	Print Rostr	Allow ReSched	Sco	Sch	Flight Admin	Order
Girls Under 10	Girls Under 10	GU10		0	0	0	Y(4)	Y(0)	0	0		▲▼ edit delete

1 Flight Description*

2 Flight Code* 3 Number

4 Age Group*

5 Choose Flight Administrators:
No Flight Administrator is set up under Security/Users

6 Show Print Roster Button?
 Yes, From Days Prior to the Game.
 No

7 Show Reschedule Button?
 Yes, To Days prior to the Game.
 No

8 Ball Size?

9 Developmental Player Setting

a. Num of players allowed per game for a team:

b. Num of times a player can be assigned:

c. Num of Age groups that the player can play "up":

d. Accept Developmental Players from Flights:

All

GU10 GU12 GU14 GU16

GU18 BU10 BU12 BU14

BU16 BU18

*Are required fields

1. **Flight Description:** Name of the flight.
2. **Flight Code:** Code Used for reporting purposes and displays on publishing matrix.
3. **Number:** Optional internal flight numbering system. This is for display purposes only on this configuration page.
4. **Age Group:** Select age group that applies to the respective flight. If necessary, multiple flights can have the same age group selected.
5. **Choose Flight Administrator:** On the security tab, if the role of flight administrator is selected for a user, their name will appear in this menu. You can select the admin's name so they have permission to be an administrator for this respective flight. Once logged in they will only see information for the flights in which they are assigned.
6. **Show Print Roster Button:** Allows Team Admins (HC, AC, TM) the ability to print Game Day Rosters via their My Account portal. If selected to yes, please input the number of days prior to the game a Team Admin can print the roster.
7. **Show Reschedule Button:** Allows Team Admins (HC, AC, TM) the ability to reschedule games via their My Account portal. If selected to yes, please input the number of days prior to the game a Team Admin can reschedule the game time, venue and date.
8. **Ball Size:** Size of ball used during play.
9. **Development Player Setting:**
 - a. Number of players allowed per game for a team: Number of developmental players permitted to be pushed onto your team for a game
 - b. Number of times a player can be assigned: Number of times a player can be developmental assigned throughout a tournament.

- c. Number of age groups that the player can play “up”: Number of age groups a developmental player can play up in the tournament.
- d. Accept Development Players from flights: Check the boxes next to flights where this respective flight will accept developmental players

Apply Settings to all flights: If you need the configurations on this page for all flights in your tournament, select this button for the settings to be transferred over to all established flights.

Applications

Application settings will allow you to manage the types of teams applying into your tournament, the process for how fees are collected, and the information displayed on applications. Mandatory fields are marked with an asterisk *.

1. **Application Start Date:** Date when applications can be created / teams can begin the application process.
2. **Application Early Date:** Applications submitted before this date will be marked as Early.
3. **Application On-time Date:** Applications submitted before this date will be marked as On Time
4. **Application Cut Off Date:** Date when applications can no longer be created /teams can no longer apply.

5. **Age Cut Off:** Date the system will calculate the team's age group by this date. This setting will follow the same logic as an Age Calculation Date. If using state level age calculations, this date should typically be set as 12/31/20XX.
6. **Can teams play up in age group:** Allow teams to play in an older age group. (Up to three age groups depending on State level age group configurations).
7. **Min # players:** Minimum number of players a team can have in order to apply.
8. **Alternate Team ID:** Allows teams to include a Team ID from outside the State Platform.
9. **# Email Addresses Required:** Minimum number of unique email addresses that must be submitted on the application per person.
10. **# Team Contacts Required:** Minimum number of team admins required to be submitted on the application.
11. **Application Requires Head Coach:** Requires a Head Coach on the roster to submit the application.
12. **Application Requires Team Manager:** Requires a Team Manager on the roster to submit the application.
13. **Charge Credit Card Without Application Approval:** If yes, the credit card will be charged automatically after application has been submitted. If no, the credit card is charged when the team is placed in Final Acceptance and the status has been posted.
14. **Automatically Accept Applications When Paid:** Automatically places the team in Accepted status once payment has been processed. If no, manual capture of their card will happen when post status changes are made. (See configuration #20)
15. **Regional Roster Role:** This field allows you to activate the Regional Role fields that can be assigned to Team Administrators. The regional Roles are used to assign the Team administrators roles that are then printed on the Regional Rosters when the team is advancing to USYS regional play.
16. **Max # Loaned Players:** When manually creating applications using the public teams configuration players added to the roster are defined as either "Registered" or "Loaned." This option can limit the number of players that are defined as Loaned.
17. **All required info must be inputted before submitting the application:** Mandates that all required information must be filled out before Team Admin can submit application.
18. **Allow league registrar to batch apply teams:** Allows League Registrar to apply multiple teams at once instead of Team Admins submitting individual applications for each team. (This process is commonly referred to as "batch applying" or "declaring multiple teams.")
19. **Auto accept application for New or Pending status:** Applications that are in New or Pending statuses will automatically be changed into an Accepted status.
20. **Auto post status change:** When a team's application status changes this will automatically alert the team and post the change on to the tournament/ league play public web address. This will also auto capture payments if not processed.

Accept teams from the checked season, team and playtype only:

Choose the Season, Play Type, and Team Status that you are accepting applications from. Teams who do not match the criteria will not be permitted to apply.

Based on the screenshot below Recreational teams within the Fall 2019-2020 Season and Spring 2019 Season are eligible to apply.

Accept Teams From checked Season, Team, and Playtype only:

Stack Sports - Spring 2019 Active Teams >All Teams
 Recreational Travel Ball

Stack Sports - Fall 2019-2020 Active Teams >All Teams
 Competitive Recreational Travel Ball Tryout

Stack Sports - Fall 2018-2019 Active Teams >All Teams
 Recreational Travel Ball

Stack Sports - Spring 2018 Active Teams >All Teams
 Recreational Travel Ball

Stack Sports - Season 2018-2019 Active Teams >All Teams
 Recreational Travel Ball USSF Referee

Accept Referees From checked Referee Pool - Season only:

Demo Referee Pool - 2019 Referee Pool
 Demo Referee Pool - Referee 2018-2019

Allow Referee Self-Assign in Affinity Sports App?
 Yes No

Accept Referees from checked Referee Pool – Season only:

Referee Pools set up by your organization will appear in this section. Select a referee pool to accept referees who are members of the respective pool to officiate matches in this tournament/league play.

Allow Referee Self-Assign in the Tournament App: This setting will allow referees within your organization to login to the app, locate and assign themselves to matches to officiate within your tournament. If set to no, then a designated referee assignor would assign refs to the games.

Fees

Use the New Fee Type drop down list to select a fee type you wish to create and charge.

Fees can be created as mandatory (**M**), Optional- selected by default (**OS**), or Optional- not selected by default (**ON**).

All are age groups are priced equally

1 New Fee Type
Select a Fee Type ▼

2 Other Fee Type

3 Fee Amount

Boys U10-U11	0	M ▼
Boys U12-U13	0	M ▼
Girls U10-U11	0	M ▼
Girls U13-U14	0	M ▼
Girls U12- U13	0	M ▼

Create Fee

M-Mandatory fee OS-Optional fee Selected by default ON-Optional fee Not selected by default

1. **New Fee Type:** Name of fee that will appear on application
2. **Other Fee Type:** If “Other” is selected from the New Fee Type drop down menu please enter in name of fee in this field
3. **Fee Amount:** Dollar amount of fee

All Age Groups are priced equally: This check box allows you to have the system apply a fee entered for one age group across all age groups.

Once the fee has been created, the Edit a Fee Type drop down menu will appear and provide the opportunity to edit or review the fee.

Custom Fields

Custom fields/questions can be asked on team applications. Some field types require you to input field size, and others require you to input a list of options for the user to select from.

Tournaments / Find, Edit, Delete a Tournament 19 TSHQ State League

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content

Applications Fees Custom Fields Team Settings Player Settings ELA Discount

Use this form to edit the Tournament's custom fields. Custom fields will be asked on the team applications, and will be added to all of the tournament application screens. Some field types require you to input field size, and others require you to input a list of options for the user to select from.

Example:
Check Boxes
 Option 1 Option 2 Option 3

1 Field Title*

2 Field Type*
Check Boxes

3 Field Size**

4 Order

5 Option Text

6 Display Order

Add Option

Options (text | order)**

7 Allow multiple options to be selected at the same time

8 This field is required to be inputted

Add Custom Field

Check Boxes
You can use one checkbox by itself for a single-choice selection of opposite choices, such as those that can be answered with "yes/no," "true/false," or the "not" of the indicated choice. Since the label of a single checkbox will only identify one of the two choices, make sure your users understand what the unchecked choice means. It would probably be inappropriate to use a single checkbox for the choice "A4 Paper" for example, because the paper size represented by the unchecked state would be ambiguous to most users. If there is any doubt whether users will understand both choices from a single label, use two radio buttons instead. Then both choices will be explicitly labeled. Checkboxes can also be used to select multiple items. For

1. **Field Title:** Question you would like to ask on the application.
2. **Field Type:** Format of how you would like the question to be asked on the application.
 - a. Formatting options include: Check boxes, drop down list, list box, radio button and text box.
3. **Field Size:** The maximum amount of characters allowed to be input when answering the (*This field is only required when selecting Text Box field type*)
4. **Order:** If creating multiple custom questions, you can indicate the order in which they appear on the application.
5. **Option Text:** Answer options to proposed question.
6. **Display Order:** Order in which the answer will be displayed.
7. **Allow multiple options to be selected at the same time:** Check to allow multiple answers to be selected by applicants.
8. **This field is required to be inputted:** An answer must be selected to move forward.

Team Settings

During the application process Tournament Directors can collect the following information about each team applying to play in the tournament. Questions can be set as optional or required.

Tournament Config		Security	Applications	Age Groups	Bracket Scoring / Cards	Messaging	Content
Applications		Fees	Custom Fields	Team Settings	Player Settings	ELA	Discount

Team Application Settings

Use this form to edit the Tournament application configuration.

* Are required fields

	Yes	No	Required
Can teams play up in age group?	<input type="radio"/>	<input checked="" type="radio"/>	n/a
Calculate Age Group Based On Oldest Player?	<input type="radio"/>	<input checked="" type="radio"/>	n/a
Show Team ID Field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Alternate Team ID Field	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Allow All Uppercase Team Names	<input type="radio"/>	<input type="radio"/>	n/a
Show National Association	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Gaming League Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Club/League Fields	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Home City Field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Home State Field	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Comments Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Team Results Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Team Results and Record Section	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Jersey Colors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Short & Sock Colors	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Team Sponsor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Team URL	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Flight Preference?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Roster Active?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Application Contacts?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Application Roster?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Show Regional Roster?	<input type="radio"/>	<input checked="" type="radio"/>	n/a
Show Team Blackout Dates?	<input type="radio"/>	<input checked="" type="radio"/>	n/a
Show Game Scheduling Prefs?	<input type="radio"/>	<input checked="" type="radio"/>	n/a
Show Preferred Game Days?	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Game Day Option	<input type="text"/>		<input type="button" value="Add"/>
Preferred Game Day Options	<div style="border: 1px solid black; height: 80px; width: 100%;"></div>		<input type="button" value="Remove"/>

1. **Can teams play up in age group:** Allow teams to play up into older age groups.
2. **Calculate Age Group Based on Oldest Player:** If yes, the system will calculate the team's age group based on the DOB of the oldest player.
3. **Show Team ID Field:** Connect system team ID # will show on application.

4. **Show Alternate Team ID Field:** Gives option to enter a Team ID/ identifier from outside the Connect system.
5. **Allow all uppercase Team Names:** Displays team name in uppercase letters if applicable.
6. **Show National Association:** Gives option to select an NGB on the application ex: US Youth Soccer, US Club etc.
7. **Showing Gaming League Fields:** USYS, US Club, AYSO, Other.
8. **Show Club/ League Fields:** Show Club/League Name
9. **Show Home City Field:** City League resides in
10. **Show Home State Field:** State the League resides in
11. **Show Comments Section:** Display a comment section allowing Team Admins to enter notes on the application.
12. **Show Team Results Section:** Teams can enter in W-T-L records and results from tournaments/cups and league play. Configurations in this area are dependent on the State Association setting up the options for teams to select.
13. **Show Team Results and Record Section:** If State Association does not include a Cup/Tournament the team has participated in, the team can manually enter in the records and results in for Tournament Staff to view.
14. **Show Jersey Colors:** Option to enter the team's jersey color.
15. **Show Short & Sock Colors:** Option to enter the team's short & sock color.
16. **Show Team Sponsor:** Option to enter team sponsor name.
17. **Show Team URL:** Option to enter team website/ web address.
18. **Show Flight Preferences:** Option to select a preferred flight in which the team would like to play.
19. **Show Active Roster:** Option to validate if a player is active (playing) or inactive (unable to play) for the tournament/ league play.
20. **Show Application Contacts:** Team Admins (HC, AC, TM) viewable on application.
21. **Show Application Roster:** Player roster displays on application.
22. **Show Regional Roster:** State Admin or Team Admin can select who will display on the regional roster for USYS events.
23. **Show Team Blackout Dates:** Option to enter team blackout dates.
24. **Show Game Scheduling Prefs:** Option to enter scheduling preferences.
25. **Show Preferred Game Days:** Option to enter preferred game days.

Player Settings

During the application process Tournament Directors can collect the following information about each player submitted on a roster. Questions can be set as optional or required.

	Yes	No	Required
1 Show Jersey Numbers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2 Show Graduation Year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3 Show GPA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4 Show SAT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5 Show Committed to College	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6 Show Player Position	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7 Show Player Address	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8 Show Country	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9 Show City	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10 Show State	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11 Show Zip/Postal Code	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12 Show Home Phone	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
13 Show Edit Player Team Info	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

1. Show Jersey Numbers
2. Show Graduation Year
3. Show GPA
4. Show SAT
5. Show Committed to College
6. Show Player Position
7. Show Player Address
8. Show Country
9. Show City
10. Show State
11. Show Zip/ Postal Code
12. Show Home Phone
13. Show Edit Player Team Info

Adding an ELA (Electronic Legal Agreement) to the Application

An ELA is an Electronic Legal Agreement that can appear as part of the Team application process and the Team Administrator submitting the application will need to acknowledge before the application can be submitted.

To add an ELA, create the ELA in the content section of the configuration (see [Content](#) section of this guide). Once created, check Show on Submit to display during the application process. Click Save Changes.

This area allows you to assign ELA's created in the content area.

Description/Title	Modified	Owned By	Show On Submit
Tournament Rules and Regulations	1/9/2019 1:05 PM	2019 State League	<input checked="" type="checkbox"/>
State Tournament Policy	1/14/2019 9:38 AM	Youth Demo	<input checked="" type="checkbox"/>

Save Changes

Discount

Promo code discounts can be configured and given to teams. Applicants provided with the code, can enter this code on the payment page and the discount will be applied to the total.

Promo Code (6-10 chars)* ExpireDate (mm/dd/yyyy)* Discount\$* Create

DemoCode 02/15/2019 50.00

1. Promo Code: Promotional code text. Limited to 6-10 characters. **Codes are case sensitive.**
2. Expire Date: Date when code expires.
3. Discount: Amount of discount.

To update a promo code once created, click the Delete link and create new code.

Promo Code	ExpireDate	Discount	CreateDate	
DemoCode	02/15/2019	\$-50.00	01/17/2019 10:26 AM	Delete

Messaging

Sports Connect provides the ability to send customized automated emails to applicants. Tournament templates can be found in the Tournament Message section of the Messaging tab.



Configure the message templates that define how e-mails and faxes are delivered to members who use our site.

To edit the contents of an email template, click on the title of the message to access the email editor.

Tournament Message

Message Template	Media	Modified	Active	Owner/Type
Sanctioned Tournament Application Received	1	1/6/2012	<input checked="" type="checkbox"/>	default
Clubpass Notification	1	1/31/2012	<input checked="" type="checkbox"/>	default
Sanctioned Tournament Application Search Msg	1	1/6/2012	<input checked="" type="checkbox"/>	default
Sanctioned Tournament Application Status Changed	1	1/31/2012	<input checked="" type="checkbox"/>	default
Team Message No Player	1	7/12/2017	<input checked="" type="checkbox"/>	parent
Team Message	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Admin to Application Admin Message	1	12/16/2013	<input checked="" type="checkbox"/>	parent
Application Status - Denied Acceptance / Rejected	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Application Status - Dropped	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Application Status - Early Acceptance	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Application Status - Final Acceptance	1	3/26/2014	<input checked="" type="checkbox"/>	parent
Application Status - Pending Completed	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Application Status - Pending Incomplete	1	1/22/2016	<input checked="" type="checkbox"/>	parent
Application Status - Pending New	1	12/16/2013	<input checked="" type="checkbox"/>	parent

The editor page will display configurations to customize email details including from name and email address of the sender, subject line of email, body of message, etc. To the left of the message editor box macro fields are available to add to the body of the message.

Tournament Config Security Applications Age Groups Bracket Scoring / Cards Messaging Content

Templates Route Requests

This is the definition for a message template that will be used in e-mail and fax messages sent to the members. You may click on the macro fields below to add a macro to your message body:

Custom Fields	Standard Fields
{TournamentName}	{Division}
{TournamentShortName}	{MbrNum}
{EventDate}	{Prefix}
{ApplyEarlyDate}	{FirstName}
{HotelCutoffDate}	{MiddleInitial}
{ApplyOntimeDate}	{LastName}
{ApplyCutoffDate}	{Suffix}
{AcceptAcknowledgeDate}	{Alias}
{EventCheckinDate}	{UserName}
{TeamName}	{Address1}
{FullTeamName}	{Address2}
{AgeGroup}	{Address3}
{HotelListURL}	{City}
{WebsiteLogin}	{StateCode}
{Country}	{PostalCode}
{Gender}	{CountryCode}
{GamingLeagueName}	{ActivationCode}
{NationalAssociationName}	
{TeamNumber}	
{HomeCity}	
{SubmissionDate}	
{StateAssociation}	
{AmtPaid}	
{BondAmount}	
{PaidDate}	
{PaidStatus}	
{DirectorFirstName}	
{DirectorLastName}	
{DirectorWorkPhone}	
{DirectorFaxNumber}	
{DirectorEmail}	

Edit Template Media

Template*

Application Status - Final Acceptance

Template Code
APPSTATUSA-FA

Message Group*
Tournament Message

From Address

From Name

Subject
{TournamentName}- Acceptance Notification

Message

{Age} {TeamName}
{FirstName} {LastName}
{TeamNumber}

Congratulation {TeamName} your team has been accepted into the {TournamentName}- for {AgeGroup}

Hide Sender* Yes No

Delay Time*
0

*Required

Restore Default Template

<< Back Save & Continue

Messages you may wish to edit include:

- Application Status - Final Acceptance, etc.
- Application Submitted
- Player Suspension Notification
- Player Suspension Lifted
- Player Concussion Notification

Content

Look & Feel

Use this form to edit a tournament's look and feel (color scheme, logos, header text). These customized choices will adjust the logos, colors and text that is displayed on the tournament webpages.

Content

Content pages/tags will display to customize verbiage throughout various pages of your tournament website. Click on the title of the tag to edit the message on the page. Content you may want to update include:

- **TOUR_HOME_PAGE** - This content is displayed on the main page of the tournament page.
- **PUBLIC_REG_INSTRUCTIONS** - This content displays when a user selects Apply Team and the tournament only accepts registered teams.
- **TOURNAMENT_DIRECTOR_WELCOME_INSTRUCTIONS**

Creating ELAs (Electronic Legal Agreements)

This area allows Tournament Directors to administer the use of ELAs for tournament registrations. These ELAs will be included as a component of each application and will require the user to accept the documents before submitting. Each ELA will require the user to accept the content of the document individually. Examples of ELAs can include Codes of Conduct, Medical Waivers, Refund Policies, Tournament Rules, etc.

NOTE: Be sure to check the ELA off as a Tournament ELA below the content text box. The ELA will also need to be assigned to the tournament under Applications > ELA section to display to registrants.

This area allows you to administrate the use of ELA's (Electronic Legal Agreement).

These will be inserted after each application is created. This will force the user to accept your legal documents before creating the application. This is can be used for Code of Conduct, Medical Waiver, etc. Each document will require the user to accept that document individually.

Please copy and paste to the "Document Text" field. This area is provided for quick viewing, not for editing. It is best to use a word processor for that.

Each time the ELA is edited, the previous version is saved if it was agreed to by a user. This is saved to track exactly which agreement each user agreed to. Previous versions will be shown below the current document.

Description/Title	Modified	
Tournament Rules and Regulations	1/9/2019 1:05 PM	Edit Delete

Document Description*

Tournament Rules and Regulations

Document Text*

Insert text here.

Affiate Sanctioning
 Event ELA
 Registration ELA
 Required for Card Printing
 Required for Team Activation
 Tournament ELA
 Travel Request ELA

Cancel Update Document

Bracket Scoring/Cards

Bracket Scoring



Use this section to configure the information displayed on your public tournament page and competition scoring and tie-breaker rules.

Public Schedules Presentation:	<input type="radio"/> Classic View	<input checked="" type="radio"/> 2.0 View
Bracket Scoreboard Display:	<input checked="" type="radio"/> Normal	<input type="radio"/> Extended
Games Scored by:	<input checked="" type="radio"/> Administrator	<input type="radio"/> Team Coaches
Enable Remote Scoring:	<input type="radio"/> Yes	<input checked="" type="radio"/> No

- **Public Schedules Presentation:** Determines the look and feel of the public facing website where your tournament/ league's schedules and standings will be posted. We recommend 2.0 View for the most up to date look of our system.
- **Bracket Scoreboard Display:** Determines the information displayed on the scoreboards for each flight within the public facing website.
 - **Normal:** Will show group name, club info, team name, points awarded for each game, tie breaking info, and cards.
 - **Extended:** Will show group name, club info, team name, points awarded for each game, detailed tie breaker info, and win-tie-loss records.
- **Games Scored by:** Games can be scored by either an Administrator, or the Team Coaches.
 - **Administrator:** Only tournament administrators will be permitted to enter game scores/ cards.
 - **Team Coaches:** If "Team Coaches" is selected, the coaches from both teams enter all stats for the game. In the event of differing information on the game cards, the system will mark the game as "Contested", and an Administrator will be required to enter the final score into the system.
- **Enable Remote Scoring:** Allows a user to score a game, using a pin code and game #, without logging in to the system. **NOTE: A special code will need to be enabled for this feature. Please contact your TAM or our technical support team.**

The Special Code feature in Game Scoring is used to record terminated, forfeited and abandoned games

Referees can use Special Codes:	<input checked="" type="radio"/> Yes	<input type="radio"/> No
Team Coaches can use Special Codes:	<input checked="" type="radio"/> Yes	<input type="radio"/> No

Adjusted Game Scoring is used to fill in points for unplayed games at the end of bracket play. Each unscored game is awarded the average points per played game for that team.

Use Adjusted Game Scores:	<input type="radio"/> Active	<input checked="" type="radio"/> Inactive
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Show Team points adjustment (Points Adj) and allow to adjust the team point by deduction or addition

Show Points Adj:	<input type="radio"/> Yes	<input checked="" type="radio"/> No
------------------	---------------------------	-------------------------------------

- **Referees can use Special Codes:** This configuration is used on the Game Stat Form and allows referees to use special identification codes including Overtime, Terminated, Forfeit one only, Abandoned - DNP and Forfeit One Forfeit
- **Team Coaches can use special codes:** This configuration is used on the Game Stat Form and allows coaches to use special identification codes including Overtime, Terminated, Forfeit one only, Abandoned - DNP and Forfeit One Forfeit
- **Use Adjusted Game Scores:** This configuration is used to fill in points for unplayed games when a bracket has an uneven number of teams and not all Teams can play the same number of games within the gaming circuit scheduled time period. The system allows you to assign an average game score to those teams that did not complete the same number of games as other teams in the Bracket.
 - This is computed by:
 - Total Points accumulated by the teams Divided by the Total number of games played by the Team.
 - The result is then applied to the missing games for the team to calculate the total Adjusted points.
- **Show Points Adjustment:** Show Team points adjustment (Points Adj) and allow to adjust the team point by deduction or addition.

The following configurations below determine how many points are awarded for bracket play. Enter in values for how many points teams will be given for each scenario. The points can be entered as negative or positive numbers.

Use the fields below to determine how many points are awarded for bracket play.

1 Points for each Win: <input type="text" value="0"/>	2 Points for each Loss: <input type="text" value="0"/>
3 Points for each Tie: <input type="text" value="0"/>	4 Points for each 0-0 Tie: <input type="text" value="0"/>
5 Points for Forfeit One Only Win: <input type="text" value="1"/>	6 Points for Forfeit One Only Loss: <input type="text" value="0"/>
7 Points for Forfeit One Forfeit All Win: <input type="text" value="1"/>	8 Points for Forfeit One Forfeit All Loss: <input type="text" value="0"/>
9 Points for Disqualify Win: <input type="text" value="0"/>	10 Points for Disqualify Loss: <input type="text" value="0"/>
11 Points for each Shutout (0-0): <input type="text" value="0"/>	12 Points for each Shutout (n-0): <input type="text" value="0"/>
13 Points for each Goal Scored: <input type="text" value="0"/> up to a maximum of <input type="text" value="0"/> per game	
14 Negative Points Subtracted for each Player Ejected: <input type="text" value="0"/>	
15 Negative Points Subtracted for each Coach Ejected: <input type="text" value="0"/>	
16 Goal For Maximum: <input type="text" value="99"/> per game	
17 Goal Diff Maximum: <input type="text" value="99"/> per game	
18 WildCard Adjustment Points: <input type="text" value="0"/>	

1. **Points for each Win:** Points awarded to winning team for win
2. **Points for each Loss:** Points awarded to losing team for loss
3. **Points for each Tie:** Points awarded to both teams for tie score
4. **Points for each 0-0 Tie:** Points awarded for a tie scored 0-0 (independent of “points for Tie”)
5. **Points for “Forfeit One Only Win:** Points given to the winning team whose opponent forfeits one game in addition to points entered in the “Points for Win” box
6. **Points for Forfeit One Only Loss:** Points given to losing team who forfeits one game in addition to points entered in the “Points for Loss” box
7. **Points for Forfeit One Forfeit All Win:** Points for “Forfeit One, Forfeit All” Win: Points given to winning team whose opponent forfeits one game, thus forfeiting the remaining games in the schedule in addition to points entered in the “Points for Win” box
8. **Points for Forfeit One Forfeit All Loss:** Points given to losing team who forfeits one game, thus forfeiting the remaining games in the schedule in addition to points entered in the “Points for Loss” box
9. **Points for Disqualify Win:** Points awarded to winning team with special code disqualified in addition to “Points for Win”
10. **Points for Disqualify Loss:** Points awarded to losing team with special code disqualified in addition to “Points for Loss”
11. **Points for each Shutout (0-0):** Points awarded to both teams in addition to “Points for each 0-0 Tie”
12. **Points for each Shutout (n-0):** Points awarded to winning team in addition to “Points for each Win”

13. **Points for each Goal Scored ____ up to a maximum of ____per game:** Max goals counted towards points per game
14. **Negative Points Subtracted for each Player Ejected:** Points subtracted for Red Card
15. **Negative Points Subtracted for each Coach Ejected:** Points subtracted for Red Card
16. **Goal For Maximum: ____ per game:** Max number of goals counted per game
17. **Goal Diff Maximum: ____ per game:** Max goal differential counted in standings
18. **Wildcard Adjustment Points:** This allows you to have the system provide an adjustment for those teams that will play fewer games because they may be part of a smaller Bracket (therefore will play less games) and need to compete for a wildcard seeding, against other teams that will play more games.
 - a. **Option 1:** The point adjustment points can be configured as a set point adjustment toward their wildcard points standing.
 - b. **Option 2:** If you configure the WildCard Adjustment Points as “0” the adjustment will be calculated based on the total number of games that the other teams are playing and then as part of the Wildcard points the system computes the adjustment based on:
 - Total Points accumulated by the teams Divided by the Total number of games played by the Team
 - The result is then applied to the missing games for the team to calculate the total adjusted points.

In the event of a tie in points at the end of bracket play, the teams to advance will be determined by the items in the "Bracket Tie Determination" column in the order they are displayed. Use the arrows to make items back and forth between each column. Use the “UP” and “DOWN” buttons to move items within the Bracket Tie Determination column.

In the event of a tie in points at the end of bracket play, the teams to advance will be determined by the items in the "Bracket Tie Determination" column in the order they are displayed.

The screenshot shows a configuration window with two main sections:

- Available options:** A list box containing the following items:
 - Fewest goals against
 - Goal Differential
 - Most Goals for
 - Most Shut outs
 - Most Total Wins
 - Winner in Head to Head Comp
 - Head to Head Goal Differential
- Bracket Tie Determination:** An empty list box where items from the 'Available options' list can be moved.

Navigation controls include:

- '>>' button to move an item from 'Available options' to 'Bracket Tie Determination'.
- '<<' button to move an item from 'Bracket Tie Determination' back to 'Available options'.
- 'UP' and 'DN' buttons to move items up or down within the 'Bracket Tie Determination' list.

Game Card Points Counter

Game Card Points Counter allows you to award points to teams for good sportsmanship, etc. or deduct points if too many cards are given, etc.

If you are planning to Game Cards Points Counter for your Tournament, please contact the Sports Connect Support Center or your Technical Account Manager for assistance.

The function can be Activated or not Activated based on your requirements.

Counter System

Counter System			
Number of cards received per player/Admin			
Type	Card Type	Number of Cards Received	Number of Games Suspended
Admin	Yellow	<input type="text"/>	<input type="text"/>
	Red	<input type="text"/>	<input type="text"/>
Player	Yellow	<input type="text"/>	<input type="text"/>
	Red	<input type="text"/>	<input type="text"/>

This feature allows you to define the number of yellow or red cards that an admin or player receives before suspension is assessed. The suspension indicates the number of games the admin or player is suspended during tournament play.

Points System

Points System		
Points per card received per player/Admin per game		
Type	Card Type	Points
Admin	1 Yellow	<input type="text"/>
	1 Red	<input type="text"/>
Player	1 Yellow	<input type="text"/>
	1 Red	<input type="text"/>
Number of points credited for per player/Admin per game if no cards		
Type	Cards	Points
Admin	0 yellow card	<input type="text"/>
	0 red card	<input type="text"/>
Player	0 yellow card	<input type="text"/>
	0 red card	<input type="text"/>

This feature allows you to define how many points are assigned per type of card accrued for an admin or player. It also allows you to define credits for the number of games where no cards were received.

Penalty Categories

Penalty categories for Admin		
Point Level	Penalty for Admin	
<input type="text"/>	<input type="text"/>	Points Deduction from Team Stats ▼ Add New Row
Penalty categories for Player		
Point Level	Penalty for Player	
<input type="text"/>	<input type="text"/>	Points Deduction from Team Stats ▼ Add New Row

This feature allows you to define point levels for additional penalties as additional suspensions for the admin or player or how many points will be deducted from the total team points.

Card Points Inherited

Card Points Inherited from Gaming/Tournament Selected in Disciplinary Tournament Inherit			
Type	Cards	Card Points	Unserviced Game Suspension
Admin	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Player	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No

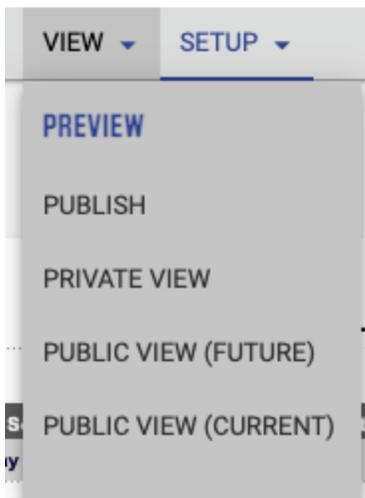
This feature allows you to define which disciplinary items will be inherited from other competitions listed and set to yes on the Disciplinary > Tournament Inherit tab.

Publishing Your Tournament

Once your configurations have been completed, you are ready to publish your tournament and allow teams to apply.

TIP: Consider updating the Content pages/tags of your tournament website to build excitement and encourage teams to participate. Providing details around location, time and scoring practices are examples of content you may wish to include.

Choose View from the main navigation when on the Tournament level.



Publish

This feature allows you to make the details of your tournament visible to the public. Choose the details you wish to display by team and/or flight.

Edit / View / Publish Agegroups, Schedules, Game Stats

To view or edit a flight group's game schedules and statistics, click on the flight. To publish the Tournament Comment, publish the comment with one flight.

Show teams in the following status(es) on the published Teams page

New
 Pending
 Wait List
 Accepted
 Dropped
 Rejected
 Withdrawn
 UnRegistered

Fall 2021 Beach Area Soccer Recreational League Publish													
AgeGroup Flight	Accepted Visible	Bracket Visible	Schedule Visible	Stats Visible	W, L, T Visible	WildCard Adj	WC Tab Visible	Manual Publish	Auto Publish	Last Published	Comment	Comment Updated	Last Modified
Girls U9	<input checked="" type="checkbox"/>												
Girls U12	<input checked="" type="checkbox"/>												
Division 2 Girls U12		<input type="checkbox"/>	<input checked="" type="checkbox"/> Every 15 Min	10/6 2:18P	Add	n/a	n/a						
Division 1 Girls U12		<input type="checkbox"/>	<input checked="" type="checkbox"/> Every 15 Min	10/6 2:18P	Add	n/a	n/a						
Boys U12	<input checked="" type="checkbox"/>												
Division 1 Boys U12		<input type="checkbox"/> Every 15 Min	n/a	Add	n/a	n/a							
										<input type="checkbox"/> Comment For This Tournament:	Add	n/a	

Publish Date Range -

- **Show Teams in the following status:** Display team status for each of the teams within your published flights. Status options include New, Pending, Wait List, Accepted, Dropped, Rejected, Withdrawn, or Unregistered.
- **Accepted Visible:** Publishes the list of accepted Teams in the competition, with information about the team
- **Bracket Visible:** Publishes the list of Teams in the Brackets, with information about the Teams
- **Schedule Visible:** Publishes the list of Brackets for the Teams and their corresponding schedules
- **Stats Visible:** Publishes the Brackets for the Teams and their Corresponding statistics
- **Wildcard Adj:** Publishes an adjusted WildCard points calculation on the WildCard tab only using a weighted average. The weighted average normalizes points for teams competing in different bracket sizes.
- **Manual Publish:** Used to manually publish information without the system automatically republishing the information as soon as the update is made. Also used the first time you publish your tournament.
- **Auto Publish:** This allows you to set how often the system will publish any updates. Based on the Time interval the system will check the selected items to see if there has been any changes and then it will Publish the items that have been changed. **We do not recommend setting auto publish increments to less than every 15 minutes.**
- **Last Published:** This displays the last Published date and time for the items

- **Comments:** The system provides for Competition Comments and/or Flight Comments to be written and displayed on the tournament web page. Click Add and enter the details you wish to share.
- **Comment Updated:** Indicates date and time comment was added or updated
- **Last Modified:** This provides the Last Modified Date and Time for the respective Flight
- **Publish Date Range:** This allows you to indicate the dates in which you would like this tournament to be available for view. If no date is indicated, any updates will be published when changes are saved.

NOTE: If you are publishing the information for the first time you must use the Manual publish column to activate the Publishing function.

Private View

Allows you to make changes to your tournament display prior to publishing. For example, use this view to see how content will display when publishing your tournament on a future date.

NOTE: Do not check manual or auto publish when saving your work.

Public View (Current):

Preview how your tournament currently displays.

Tournament Notice:
test comments

Follow the link below for the appropriate age group to find your team's age group roster, schedule and results. **Please note all schedules are subject to change.** If grayed out, the option is not available at this time. To find out the venues, please click on the "Venue Info" below.

VENUE INFO
FIELD CLOSURE
CLUB SUMMARY

Boys
Girls

						Published
Division 2 Girls U12	Brackets	Schedule & Results	Standings	Statistics	10/7/2021 1:28:00 PM	
Division 1 Girls U12	Brackets	Schedule & Results	Standings	Statistics	10/7/2021 1:28:00 PM	

Glossary

Applications: This is the Team application into the Competition. It typically has all of the information that the Director of the competition needs to evaluate the Team in the process for allowing the Team into the Competition. The Age group of the Team and the Level of play of the team to decide the team's placement into the competition.

Bracket: This is the set of teams that will play as a group between each other or in the case of cross bracket play against opposing teams in another Bracket of in the same level of the competition.

Competition: This represents either a Tournament or Gaming circuit.

- **Tournament:** This is viewed as a weekend or several weekends of competition and usually has elimination rounds leading to a champion.
- **Gaming Circuit:** This is numerous weeks of competition where teams may play one game or multiple games per week leading to a champion at the end of the season. The gaming circuit may have one round or multiple rounds with advancement and Relegation of the teams from one Level of play to another.

Flights: The competition can have multiple Age groups and within an Age Group the competition can have multiple flights. The flight represents the level of play and can also be used to define multiple rounds.

Gaming: This is numerous weeks of competition where teams may play one game or multiple games per week leading to a Circuit champion at the end of the season. The gaming Circuit may have one round or multiple rounds with advancement and Relegation of the teams from one Level of play to another. It usually has numerous Age groups with numerous brackets that could represent various levels of play.

Ladder Play: This is the Elimination round(s) of the competition. The system allows for elimination rounds starting from the round of 64 to a final. The system also provides consolation rounds to provide additional games to those teams that do not continue and are eliminated during the semi finals.

Lookup: These are functions that allow you to retrieve information. The page that displays provides for various criteria fields to select and or enter information regarding the set of data that you are trying to retrieve.

- **Application Lookup:** Based on the criteria this retrieves Team applications. The applications information can then be viewed by clicking on the line of the respective application.
- **Player Lookup:** Based on the criteria this retrieves information about any player that is participating in the competition.
- **Administrator Lookup:** Based on the criteria this retrieves information about any administrator that is participating in the competition.

- **Player Pool Lookup:** Based on the criteria this retrieves the list of players in the Player pool. These are players that are interested in playing in the competition but their team is not participating and are looking for a team to play as “guest” players.

Play Level: This is the equivalent of the Flight and provides all of the information for the system to understand how to schedule the Flight.

Publish: This is the function that makes the internal information available to the Director of the completion visible to the general public.

Tournament: This is a competition that normally is conducted over a weekend or multiple weekends. It usually has a single or multiple Age Groups and a bracket or multiple brackets per Age Groups. The bracket games rounds lead into elimination rounds.

Venue: This is the facility that includes the fields where the games will be played. A venue may have a minimum of one field and/or unlimited number of fields