Entering Results
League Manager

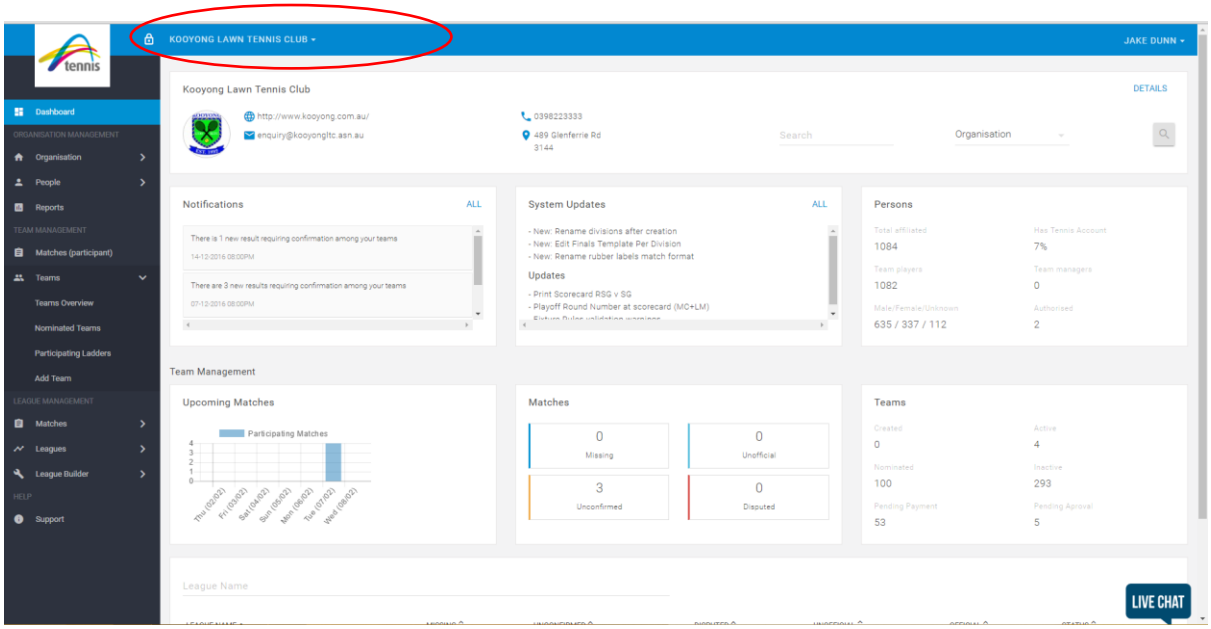
Step 1:

Go to the League Manager website: leaguemanager.tennis.com.au

Step 2:

Log in with your Join Tennis Account email address and password. This should take you to the dashboard of the Organisation you have Authorisation to with the name of the Organisation listed up the top.

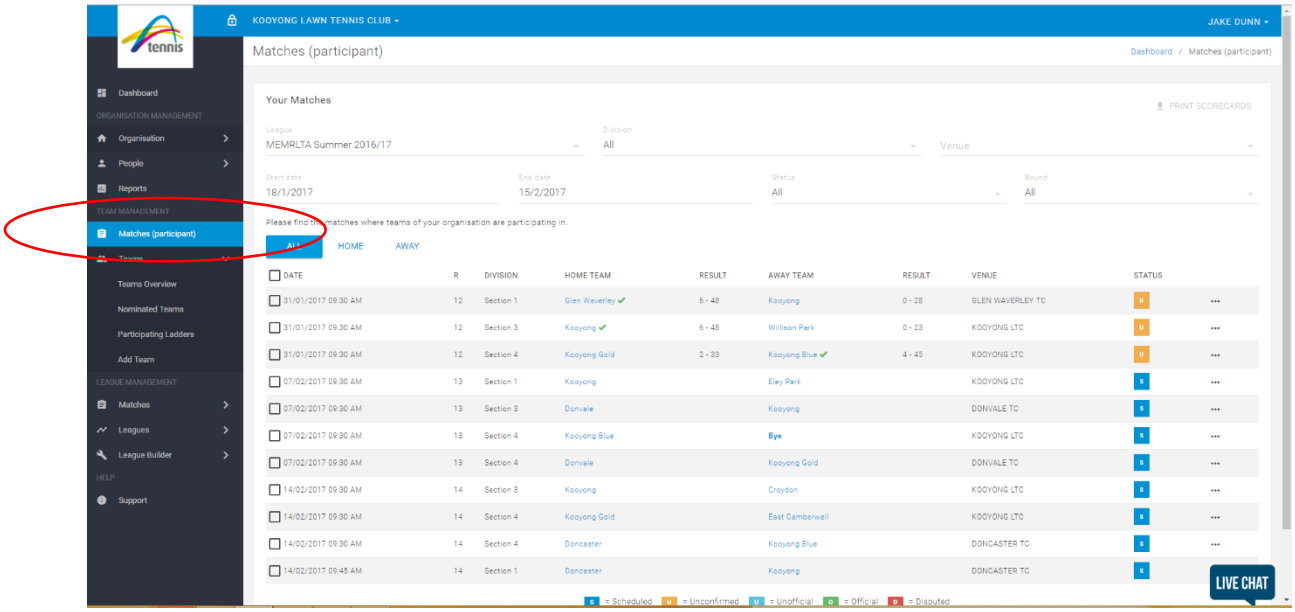
If you have authorisation to multiple organisations, click the name and a drop down box will appear with the different organisations



Entering Results
League Manager

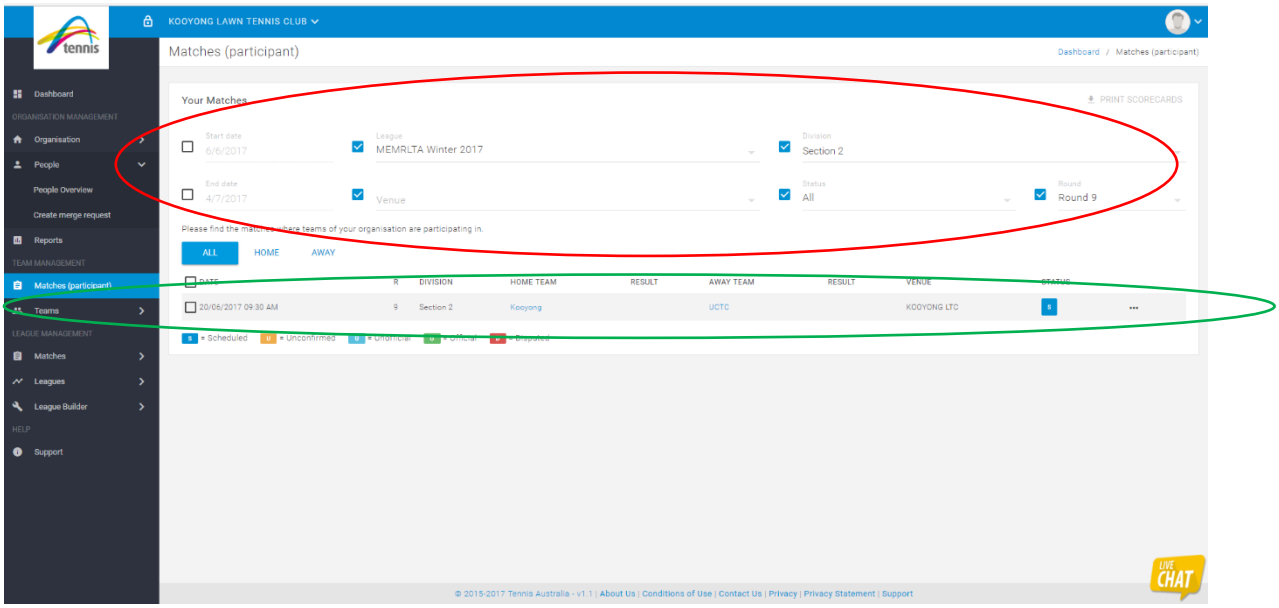
Step 3:

On the left hand side click Matches (participant) and this will display a screen similar to below.



Step 4:

Use the filter to find the correct League, Section, round and/or date range. When the match appears, click your club name in the match (as per green circle).

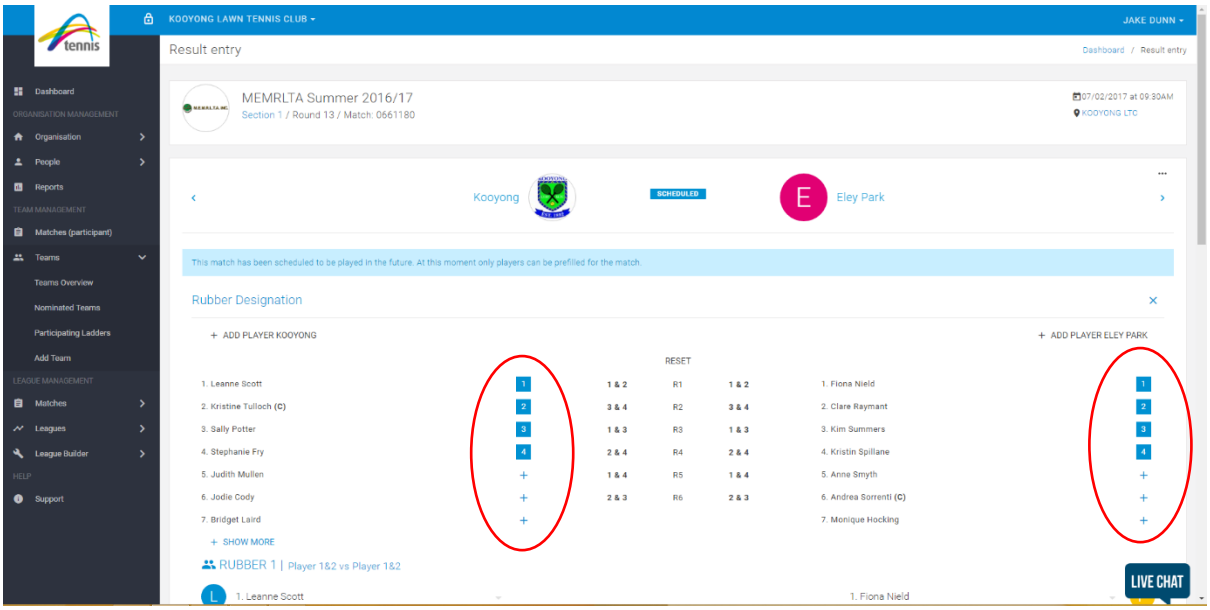


Entering Results
League Manager

Step 5:

Each team list will appear, click the plus button next to the players in the order that they played. The number that appears next to their name, is the number they played in the team.

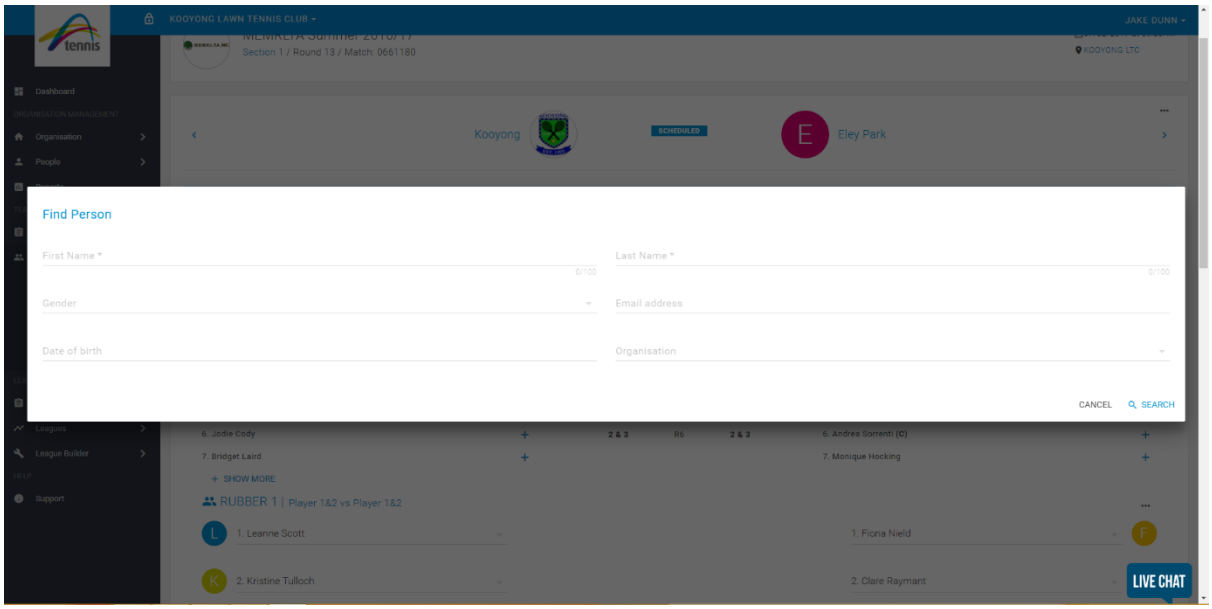
Once the correct number is next to the player, scroll down and the scorecard will be pre filled, ready to enter the scores



Player doesn't appear on the team list?- Step 1

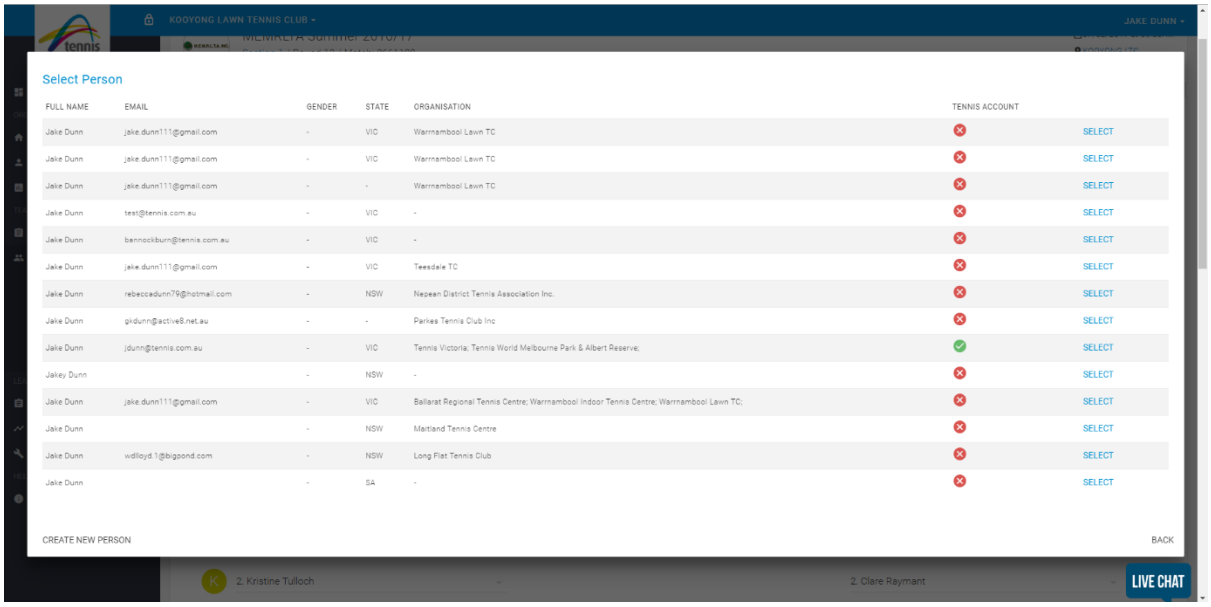
If a fill in or Emergency player, played and isn't appearing on the Team List, click the "+Add Player <club namne>" button above the team.

On the below screen, type in the players, First Name, Last Name, select a Gender then click search



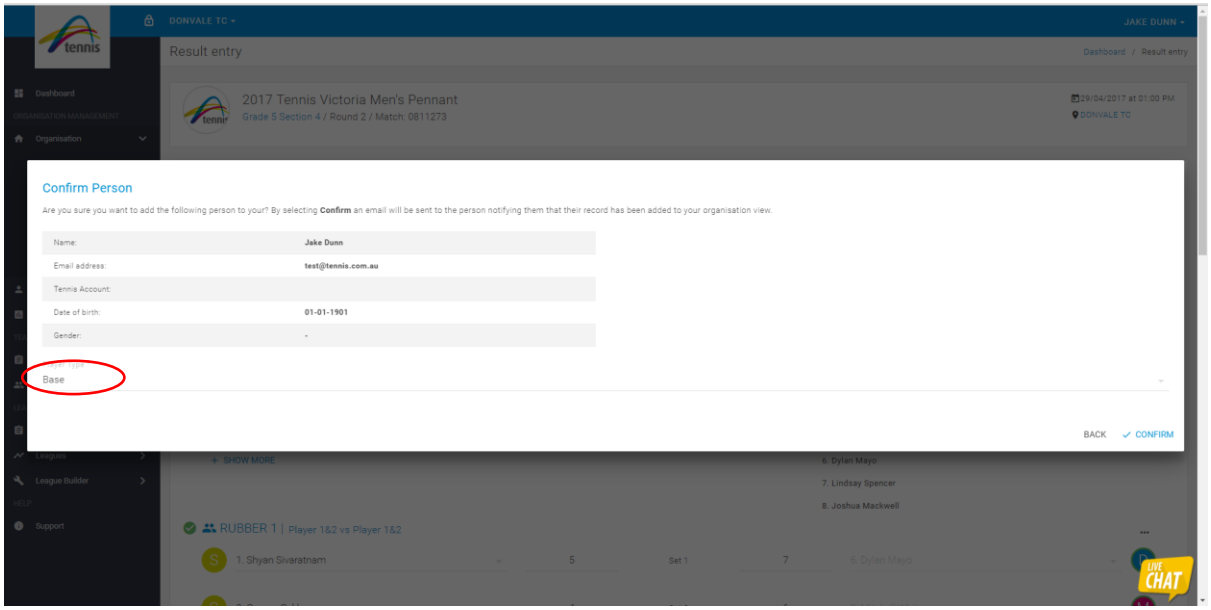
Player Doesn't Appear on the Team List- Step 2

A list of players will appear matching the data that you have entered. Select the correct player according to the data that appears after the search. An Organisation is the club that that player may have a membership or played competition for in the past.



Player Doesn't Appear on the Team List- Step 3

The below table with the selected profiles information will appear. Under the profile please ensure that you change the "Player Type" to either Reserve or Emergency. If you leave it as Base, the player will not be added to the squad list.



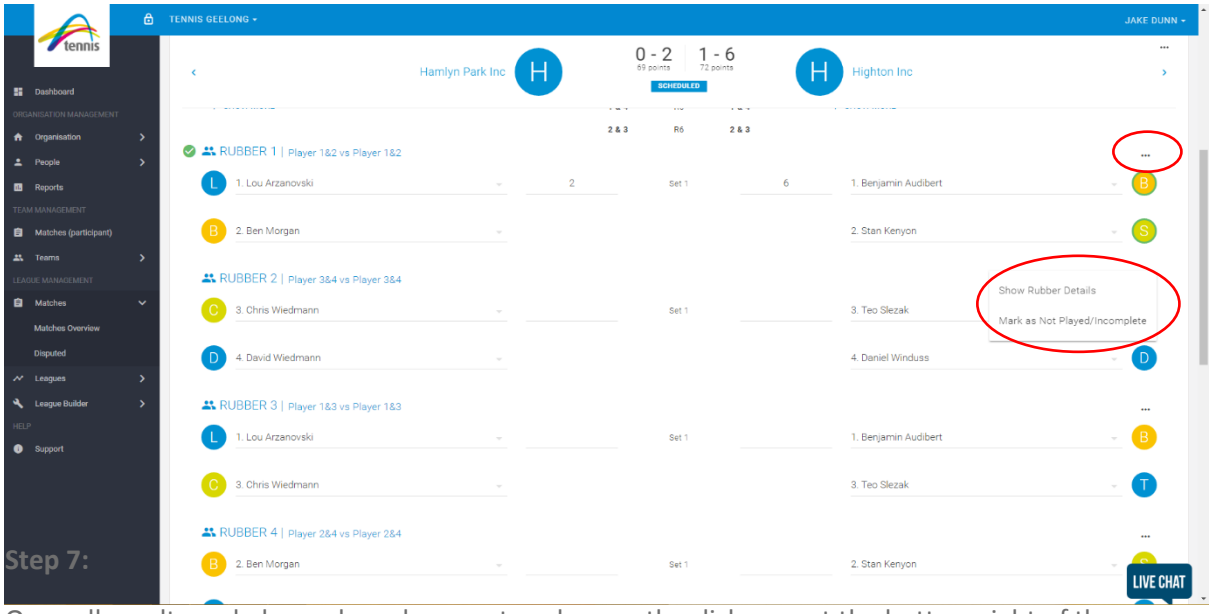
Entering Results
League Manager

Step 6:

Once players have been allocated to the scorecard, scroll down and enter the score next to the players' names.

As scores are entered, a progressive total will add up at the top of the screen.

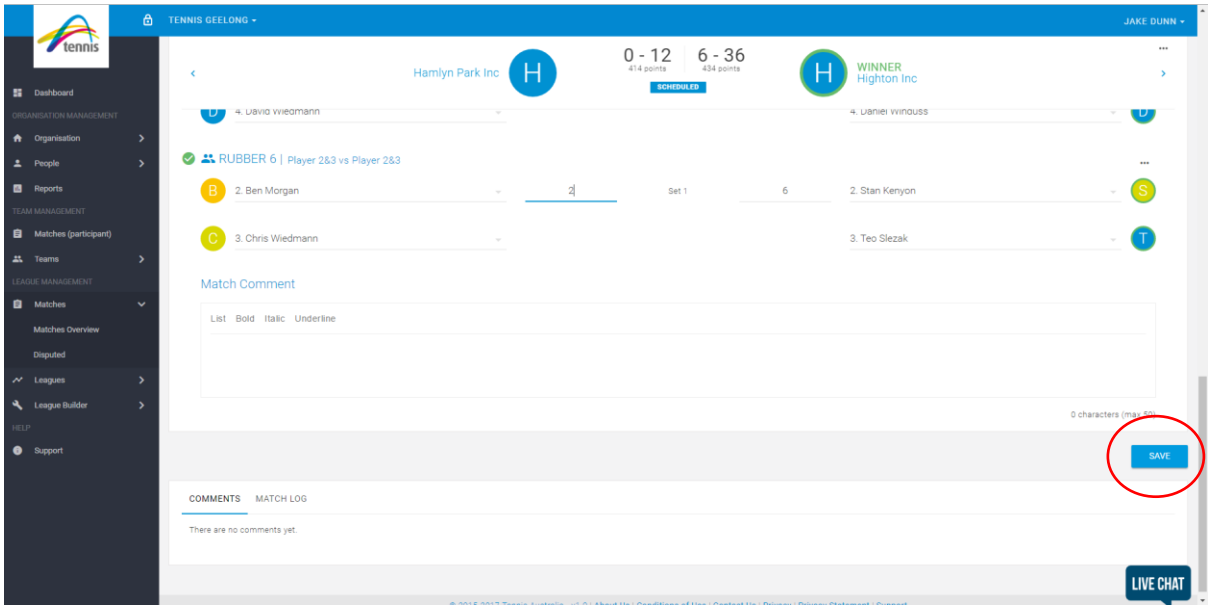
If a rubber is incomplete, click the 3 dots to the right of the rubber and select "Mark as Not Played/Incomplete"



Step 7:

Once all results and players have been entered correctly, click save at the bottom right of the page.

There is a Match Notes section available if required.



Entering Results
League Manager

If you require Further Assistance please contact Customer Support:

Call: 1800 PLAY TENNIS (752 983)

Live Chat (Bottom right of the screen)

Opening Hours:

Monday- Friday: 8am till 6pm

Saturday: 10am till 4pm

Sunday: Closed

Further guides are available at support.tennis.com.au