

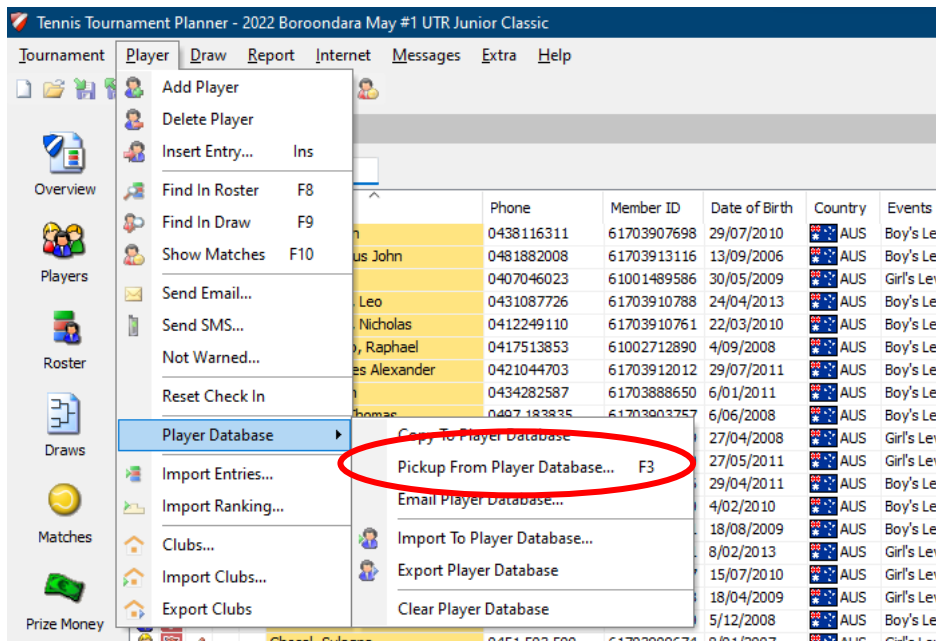
# PICKING UP FROM (PLAYER) DATABASE & IMPORTING TO DATABASE



## Picking up from Player Database

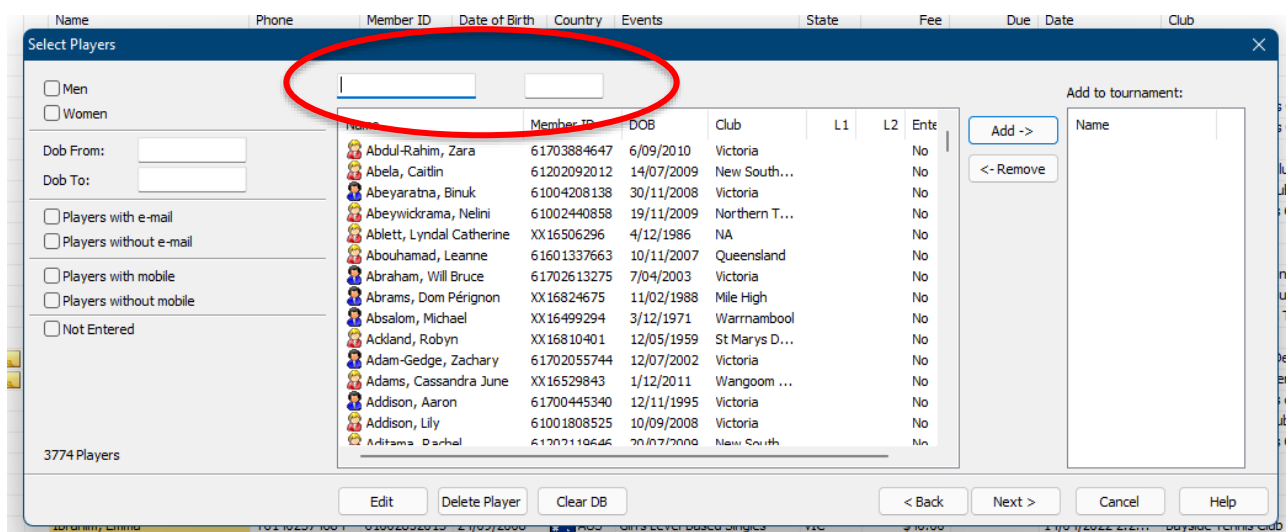
You can easily pickup players stored in the player database for a new tournament.

Select **Player** -> **Player Database** -> **Pickup From Player Database** from the main menu or press **[F3]**



Search Players Name → Select Player → Add → Select Events → Finish

You can also search by Member ID



## Importing from Database & Picking up from Database

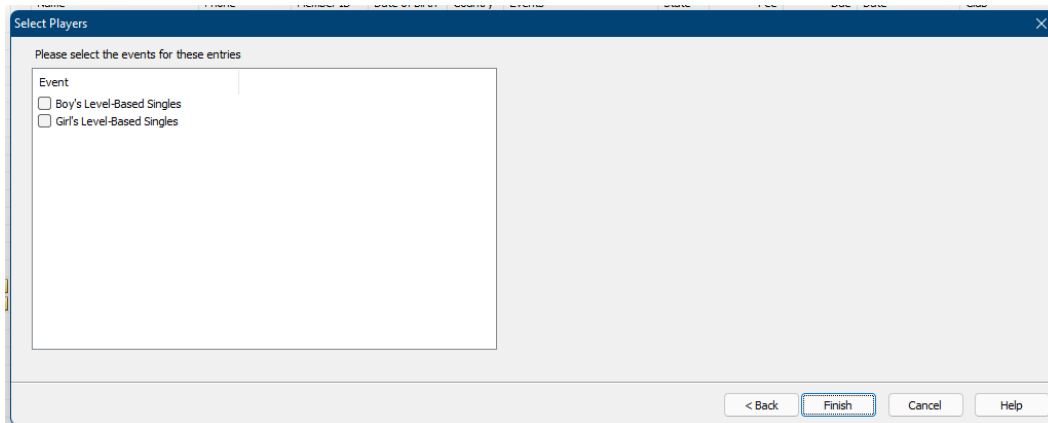
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# PICKING UP FROM (PLAYER) DATABASE & IMPORTING TO DATABASE



You can select an event for the players if you like. Click **[Finish]** to add the selected players to your tournament (and add the selected event(s)). Check if personal data like contact details have changed.

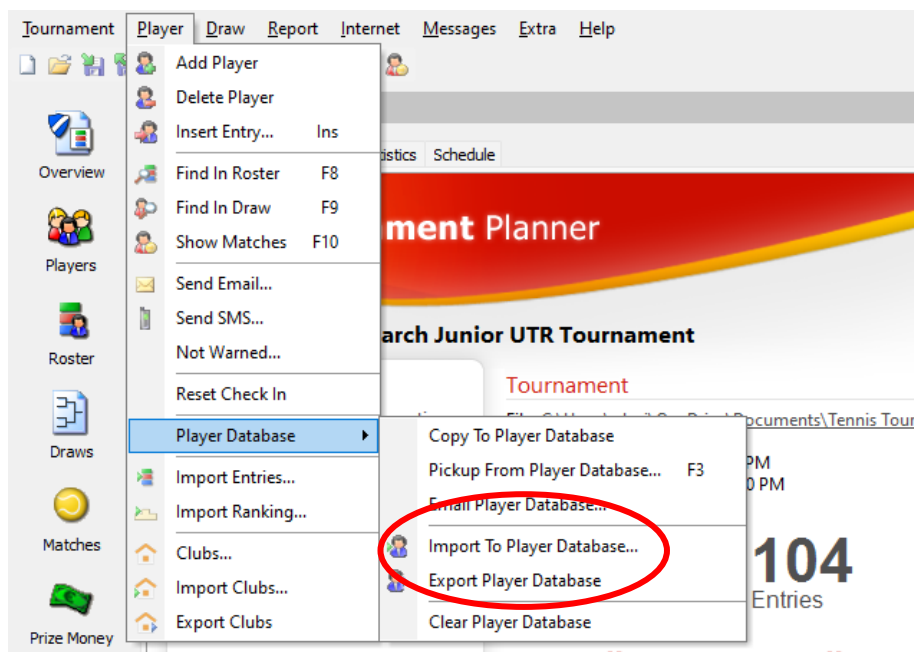


## Importing to Database

You can also import data from your member administration.

Export all the data of your member administration program to an Excel file. After that, these files can be imported into the player database.

1. Select **Player -> Player Database -> Import to Player Database** from the main menu.



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- Click on the [Browse] button to select the Excel file you want to import. Click **Next** to link the fields.

The screenshot shows the 'Import To Player Database' dialog box with the 'File' step selected. The title bar says 'Import To Player Database'. Below the title bar, there's a section labeled 'File' with the instruction 'Select the file to import from'. A file path is entered in the text box: 'C:\Users\... \Documents\Leden Admin\Demo - Player Database1312019.'. To the right of the text box is a 'Browse' button. Below the text box, there's a note: 'This wizard allows you to import several file types:'. Underneath, it says 'Excel files' and 'Make sure the data is on the first sheet and the first row contains the field names.' At the bottom of the dialog box, there are four buttons: '< Back', 'Next >', 'Cancel', and 'Help'.

- Now you can link the fields of your import file to the fields of Tournament Planner. Tournament Planner will try to create a link automatically using the field names (first row of the file). You can link the missing fields by hand. If all data is not present in your Excel file, then this won't appear in the player database of the Tournament Planner. Click on **Next** to continue.

The screenshot shows the 'Import To Player Database' dialog box with the 'Fields' step selected. The title bar says 'Import To Player Database'. Below the title bar, there's a section labeled 'Fields' with the instruction 'Please select the fields to link to'. The dialog box contains two columns of dropdown menus for linking fields. The left column includes: Member ID, Name, First name, Middle name, Address, Address 2, Address 3, Postal code, City, State, and Country. The right column includes: Phone Home, Phone Work, Mobile, E-mail, Gender, Date of birth, and Club. At the bottom of the dialog box, there are four buttons: '< Back', 'Next >', 'Cancel', and 'Help'.

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4. If the level and rating are available these can be added in the Player Database. Click **[Next]** to continue.

**Import To Player Database**

**Fields**  
Please select the fields to link to

Level Singles: Level1

Level Doubles: Level2

Rating Singles: Rating1

Rating Doubles: Rating2

< Back Next > Cancel Help

5. The result is shown. Now you can check if the right data is filled in the right fields. You can go back to make changes if necessary. Click on **[Next]** to import the players into the player database.

Note:

- Players without a Member ID will not be stored in the player database.
- If a player already exists in the player database the old data is replaced.

**Import To Player Database**

**Result**  
Verify the result before finally importing it into the playerdatabase

Name	First Name	Middle Name	Address	Postal Code	City	State	Country
Hansen	Erik		Nass...	1606	Li...		CAN
Sauer	Richard		Obrig...	1825	H...		USA
Kamps	Ruud		Hobb...	1816	A...		USA
Hoekmans	Marc		Cent...	1602	E...		CAN
Siebel	Joris		Boeie...	1503	Z...		USA
Schouten	Henk		De Fr...	1823	A...		CAN
Rood	Patrick		Wilhe...	1932	E...		USA
Voort	Diederik	van der	Here...	1934	E...		USA
Bolker	Steven		West...	1901	C...		CAN
Bakker	David		Strau...	1801	C...		USA
Vries	Michel	de	Duin...	7971	S...		USA
Derksen	Rogier		West...	1551	H...		USA
Gross	John		Nieu...	1761	B...		USA

< Next > Cancel Help

If needed, add players from database to tournament

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