

Publishing Entries Online

Open Tournament Planner and your event and ensure that it is registered in the bottom left-hand corner with your club licence.

	web! View this tournament on the web	JJ Players	JJ Entries
Prize Money	Information		- C
4	<u>Check for updates</u> Automatically check for an update.		
Notes	Version 2022.1 18-Jan-2022 16:07 Installation path:	0%	C
	C:\Program Files (x86)\Visual Reality\Tennis Tournament Planner\	Scheduled	Con
Messages	Support		
	Help	Fees	
	Find answers to your questions.	Total Fee \$2,360.00	
	tournaments.tennis.com.au Check our website for the latest version	Discount \$0.00 Paid \$2,360.00 Amount Due \$0.00	
Boroondara TC			

Go to: Internet > Entries

Click Next and Tournament Planner will begin to download the online entries

Tournament Online		×
Downloading Entries Please wait while your entries are picked up. Click next to view your entries.		27
Log: ✓ Connecting to server ✓ Retreiving entries (This may take several minutes) ✓ 74 entries on the server ✓ 7 new players added, 58 players already in the tourn ▲ 8 players have not paid, these will not be added auto ▲ You can find these player on the next screen, tab [New ✓ Connection ended	ament, 0 deleted players, 1 withdrawn matically to your tournament. ot Paid].	
	< Back Next > Ca	ancel Help



PUBLISHING ENTRIES ONLINE



The next window will provide you with options;

- 1. The first tab will include all new entries (you can download them all or uncheck any you wish to not include)
- 2. Existing entries will be shown in the second tab
- 3. Any online withdrawls will be shown in the third tab
- 4. Any entries made but **not paid** will be shown in the last tab (you can choose whether you would like to accept or not accept these)

New	Existing	Withdrawn	Not Paid					
Name	Ahuja, Prn Dhindsa, G Dogra, Adi	av avy tiya	Member ID 61003220290 61703891570 61703885880	Events Boy's Level-Based Singles Boy's Level-Based Singles Boy's Level-Based Singles	G M M	DOB 24/04/2007 27/04/2014 14/06/2011	Club MCC Glen I Hume Dandenong	Co AUS AUS AUS
	Kallon, Sia Papaioann Shen, Joar Thakur, Ac	Margret ou, Eva nna litya	61703910746 61703907868 61703864069 61703867009	Girl's Level-Based Singles Girl's Level-Based Singles Girl's Level-Based Singles Boy's Level-Based Singles	F F M	21/11/2007 2/07/2007 24/08/2010 21/10/2010	Delaney Green gully Canterbur Greythorn	AUS AUS AUS AUS

Press Finish and all will be added to your Tournament Planner file.

The next step is to publish all entries online.





Go to; Internet > Publish

urnament	Player Draw Report Int	ernet Messages <u>E</u> xtra Publish	Help
	Overview	Entries Download Results taustics schedule	
Overview	Tourn	ament Planr	her
Players			

As you have already published your event, all details should be filled in. Press **Publish** again and it should update all the players online in the appropriate events.

	ent Online					tourn	amen
	\$				$\mathbf{\nabla}$	softw	are
General	Online Entry	Online Results	Events	Regulations	Availab	ility Payme	ents
Show so	heduled match	es: All				~	
Shov	v Flags	🗌 Sho	w Rating		Show	/ Club	
Shov	v Ranking						
Hide	players before	tournament					
Message	2:						
Message Welcom This is a playing	e: e to the <u>20 verified UTR T abilities. We wi</u>)22 BOROONDA ournament and I be using Full-C	RA MAY # is designe ompressio	≠1 UTR JUNIO ed to cater for on (Yellow) bal	R CLASSI Juniors, S	C 10-16yo, of	all
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