

User Manual

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Login Name and Password

1. The manager needs a login name and a password. If you don't have an account you can create one by going to <u>www.compusport.ca</u> or <u>www.compusport.us</u>

Click on "Create an account" on the upper right corner

	11 0
Log In 🔣	
Email	/
Password Remember me	(click directly on the link « Click Here »)
If you don't have an account	
-Create account for Manager -Create account for Capt./Score keeper	
Password Lost / Reset	
Log In Cancel	
User account creation	
First Name	Fill out this window
Last Name	
Email	When choosing your password, you must have a Capital
Email confirmation	case letter and number. You can't use your name or email
Password	as a password.
Confirm Password	
Register	

2. When your account is created, you can create your own event by following this link: <u>https://compusport.us/CS/SportEvents/Create/</u> and filling up the information.

Find your event on the "League" section and open it. Your event home page looks like this.

Click on logo to see menu	Log Off Sophie Rocheleau	EN
Search Here Get results & brackets by division	Adv St	Panced earch

Step by step to setup your event



To find the menu, click on

3. If you have access to your data from your league system or already have an excel spreadsheet. Copy paste it into CompuSports Excel template to import it. To find this template go to your event and upload the excel spreadsheet under Files.

	on logo to see menu	
General -	Manage	-
Leagues	Event	+
T Tournaments	Schedules Charts	+
Event Home	Locations Surfaces	+
About Us (Manage your own event)	Divisions	+
Blog	Players Teams	+
Go To Mobile Version	Brackets Rour	Fill up this document with your information and send it to:
Contact Us +	Statistics Stan	info@compusport.ca
Help +		Player Name linked with Team
Files –		Team Name linked with Player
Excel spreadsheet (import)		Division
Excel spreadsheet example (import)		

- 4. Create your locations and surfaces (Manage > Locations | Surfaces)
 - Add each bar in the system Buildings | Bars
 - Add room name if you've got different rooms to manage
 - Add your tables in the system
 Playing Surfaces
- 5. Create your divisions (Manage > Divisions), choose Divisions. Only if it wasn't imported from excel file
- 6. Build your Round-Robin (Manage > Brackets | Round-Robin)
 - Make sure you choose the right scoresheet. Click on the round-robin you created, then Pencil to Edit, Score Input, Type of scoresheet.

- 7. Manage your opponents (Manage > Players | Teams)
 - Team 🙎 Teams
 - i. Make sure your teams are linked with a Default Location (bar) and a Division.

Is Active

Is Public

- Plaver 👤 Players
- 8. Build your League schedule (Manage > Schedules | Charts)
- 9. If you want players to see the League, (calendar, stats, teams and players): You need to activate your league. To do that:
 - Go to Manage>Event> Event click on your event, pencil to edit, check the Is Active box. (They will be able to see stats)
 - Then go to manage >Divisions> Divisions , and check the Is Public box. (They will be able to see players and teams in the division)
 - Lastly manage>Brackets and Round-Robin> Round-Robins, click on Public display. (They will be able to see the schedule)

Manage Menu (Manage)



This manager menu can only be seen with a login name and password.

If we imported your data from an Excel file, your division, players and teams are already in the database for your event. You can modify it from this menu.





This button is used to add a new line in each grid.



This button is used to modify a line in the grid. You can select more than one line with "Ctrl" or "Shift" and modify many lines at the same time.



This button is used to delete a line in the grid.



This button is used to search in the grid. A new line will appear, type the name you are searching for in the correct column.



This button is used to export this grid to an excel file.

Locations & Surfaces (Manage > Locations | Surfaces)

Buildings | Bars

Before the event, you have to create one or many locations (bars) for your league.

९ 📧 🕂 🎹			
Name	Is Active	Order	ļ
2nd Ave Corner Pocket		1	609 2nd A
Cooter's		2	729 First A
Ernie's		3	69 16th S
JW's		4	58 Miller /
Union Station		5	1724 16th

Make sure your building is active

Rooms

You can create many rooms in the same building. It can help players their table.

• Playing Surfaces

Create your "pool tables" and make sure they are active.



To add many tables at once, select the Place and the room and click on

Divisions (Manage > Divisions)

Divisions To add a new Division.

Entity type Player								Ni	og Off I Gaudet earch Here Total : 52
९ 💵 🕂 🖍 🧰	0.1				D ::::		AL 1	1 4 15	Select : 1
	Order 41	Accronym 8WRT RED	Entity type Team	Sex O	Division group Regular	Game type 8-Ball Teams	Note	ls Active	ls registerable
	42	8WRT SPORTS	Team	0	Regular	8-Ball Teams			
	45	OD	Team	0	Regular	8-Ball Teams			
Intermediate Womens 9-ball sports	46	IW9s	Team	0	Regular	8-Ball Teams		2	
3 Person Classic Team	48	3PC	Team	0	Regular	8-Ball Teams		X	
INTERNATIONAL TEAM	49		Team	0	Master	8-Ball Teams		2	
Regular Men's 8-Ball Singles	103	8MSR	Person	М	Regular	8-Ball Singles			S
Regular Women's 8-Ball Singles	104	8WSR	Person	w	Regular	8-Ball Singles		2	
Regular Men's Classic (50+ yrs) 8-Ball Singles	105	8MCS	Person	м	Regular	8-Ball Singles			

Make sure your divisions are Active.

To modify a division, select it and click on



Division			×
▼ Base			
Name	Élite A		1
Accronym	Victory	2	
Level	0 - 3		
Color	AAA 4		
Order	2 <mark>- 5</mark>		
Is Active	5 6		
Entity type	Team		7
Division group	Élite		8
Is Public			
Show opponents to public	count 📈		
→ Pre Registr	ation		
 Advanced 			
		Save	Cancel

- 1. Write the name of your division
- 2. Write an acronym for your division (not necessary)
- 3. Choose a level (not necessary)
- 4. Choose a color for this division
- 5. This number shows the order this division will be shown in the grid.
- 6. Be sure your division is active if you want to use it.
- 7. Choose if it's a
 - Team Division •
 - Single Division •
- 8. If you created groups for your divisions, for example (Master, Intermediate and Open) you can link your division to a group.

Round-Robin (Game configuration) (Manage > Brackets | Round-Robin)

Round-Robins

To add a new Round-Robin.



Round Robin			×				
• Base							
Division	Top Gun D)ivision(6)	-1				
Name	Top Gun D	ivision	2				
Match duration (n	ninutes)	180	3				
→ Public visib	ility (live)						
Information	 Information on match card 						
Printing S	Printing Scanning tool options						
Score Input	:						
Advanced							
→ OLD - Admi	in Only						
		Save	Cancel				

- 1. Link this bracket with a division
- 2. Name your bracket
- 3. Choose de default match duration (minutes)

Round Robin	×
▶ Base	
Public visibility (live))
Chart / Bracket	1
Date and time	2
Opponents	3
Surfaces	4
First round only	
Results to show in chart / bra	cket
Round wons	6
 Information on mate 	ch card
 Printing Scanning t 	ool options
▹ Score Input	
 Advanced 	
 OLD - Admin Only 	
	Save Cancel



This window makes your Round-Robin public, meaning that players will be able to see it without being logged in. When you are building your schedule, keep it invisible by having the box #1 unchecked. This is very important because when it's public and you make changes in the schedule, players could have the wrong information since it is still subject to changes.

Check these boxes for public visibility:

- 1. If the "Chart/Bracket" box is unchecked you have to be login to see it.
- 2. "Date and time" on the schedule
- 3. Opponents in the bracket or the schedule.
- 4. The tables number on the schedule
- 5. This box is normally used for tournament if you want to start the event and your scheduling is not finished.
- 6. You can choose which results you want to show on the bracket
 - Match score
 - Game wins
 - Round wins
 - Match wins
 - 1. Check the box to give an automatic score to the opponent. When you enter 10 in the box, it will automatically enter it as soon as you are entering the loser score on the scoresheet.
 - 2. This number will be used to validate the scores. Check the box to validate the "Max score per game".
 - Choose your scoresheet. If you don't find your format write us at <u>info@compusport.us</u> we will build it for you.
 - 4. To see the selected scoresheet.
 - 5. Check this box if you want to show Money and additional field on scoresheet.
 - 6. Choose the field you want to show in HDCP on scoresheet.
 - 7. Choose the method you want to use to calculate the HDCP on the scoresheet.
 - 8. Check this box if you want to auto update round HDCP on the scoresheet from average.
 - 9. Set the maximum handicap per round.
 - 10. You can choose how you want the system to give the round points in case of a tie and add how many points per round.
 - 11. Choose which calculating method you want for the automatic winner.

Manage your opponents (Manage > Players | Team)



Manage your Teams

(Manage > Players | Teams > Teams) Click on

	Add tan	Show P	In wr								Log (Nil Gau	Off EN
vision All	2 3	51041									Q Search He	re
	4										Selected Team's Playe	
९_् 💵 🕂 🦯 🍵										Total : 142 Select. : 1	1 💷 🦷	Total : Select. :
5 Name	Default place - 6	ctive	Division	Players	Cust	Cust	Cu	Ext	Charter	P	Name	G
WYLER'S 8 BALL MAKERS (Chris)	WYLER'S PUB & GRILL	2	TUES GREELEY DL	BILL FEHLMANN, CHRIS ROMERO, JEFF ROSS, CHRIS ROSS, LEAN ROSS					BMW BILLIARDS	5	POM RAI	
WYLER'S DEATH STARS	WYLER'S PUB & GRILL	V	TUES GREELEY DIV	POM RAL BRIAN GRIEGO, MIKE SORDEN, MARTIN CANO, SCOTT SMITH, SCOTT JONES, SKIP MURRA_					BMW BILLIARDS	10	TYSON BROWN	
WYLER'S DEATH STARS	WYLER'S PUB & GRILL	- 🏹	WED GREELEY A	POM RAL BRIAN GRIEGO, MARTIN CANO, TYSON BROWN, SCOTT SMITH, LUKE CASTILLO, JOE RICHA	0	0	0		BMW BILLIARDS	9	MARTIN CANO	
WYLER'S DICKENS CIDER	WYLER'S PUB & GRILL	V	TUES GREELEY DIV	TONY GONZALES. NATHAN WOODSON, MARY TRUJILLO, MARTIN CANO, DON SCHWARTZ, JAMES					BMW BILLIARDS	10	LUKE CASTILLO	
WYLER'S RACK & ROLL (JoAnn)	WYLER'S PUB & GRILL	V	TUES GREELEY DL	VICKIE BROWN, KATHLEEN JANDIK, BETH RICHTER, JoAnn GLASSCOCK, LESLIE MCCASKILL, JIM WOOD					BMW BILLIARDS	6	DAVE ENRIQUEZ	
WYLER'S SHE DID IT AGAIN	WYLER'S PUB & GRILL	V	SUN GREELEY MI	ERIC MAYEDA, KATHY FARMER, LAURA WINKEL, MIKE JOHNSON					BMW BILLIARDS	4	BRIAN GRIEGO	
WYLER'S WYLER'S	WYLER'S PUB & GRILL	V	WED GREELEY A	TONY GONZALES, MARTIN CANO, JEFF NESS, JAIME LECHUGA. JAMES HILZER, ERIC ESQUIVEL, RICH					BMW BILLIARDS	10	ERIC INGLISEE	
WASHINGTON'S YOUNG GUNZ	WASHINGTON'S	V	THURS DIV I FTCL	JEFF HEADRICK, ERIC BARSTOW, JAIMES GORDON, ANDREW HEADRICK, JERRY ROBINSON, MATT GR					BMW BILLIARDS	9	JOE RICHARDS	
VFW SUSIES Q'S	VFW (Greeley)	V	TUES GREELEY DL	JR ARCHULETA, CAESAR CHAVEZ, BERTHA ARCHULETA, LUCAS ARCHULETA, SUSIE ARCHULETA, DOM					BMW BILLIARDS	8	SCOTT SMITH	

- 1. Click to add a team in the selected division (4) filled with members.
- 2. To assign the selected team to a new division.
- 3. To remove the selected team from the selected division.
- 4. To select the division you want to manage.
- 5. This column shows the Team name
- 6. This column shows the default place (bar)
- 7. This section shows the players from the selected team
 - The in this section lets you add and manage players from the selected team (add or edit player)

If you select a team and click on

Team	×
• Base	
Name	KEY LARGO BRING IT ON
Nickname	
Charter	BMW BILLIARDS
City	
State / Province	USA :Colorado (CO)
Country	-
Default place	KEY LARGO
Paid	
3 Is Active	
Is TBA	
Note	
→ Custom Va	lues
→ Image	
	Save Cancel

- 1. You can modify the team name
- 2. Link the team to a default place
 - A default place has to be entered to build the schedule.
- 3. Make sure the team is active if you want to schedule it.

If you click on in the player section



- 1. Use this box to import a player from another division or from the complete CompuSport database.
- 2. If the player doesn't already exist, click on "Click here to create and add this new player."

When all the players for the team are displayed on the "Players List, click on OK.





Click on

Players (Manage > Players | Teams > Players)

ELLOG OFF EN Conserve from Street Plane Stre													
۹ 🛤 🕂	/ ሰ 🎹										Total : 38 Select. : 1	Selected Player's Divisi	Total : 1 Select. : 0
First Name	Last Name	Division	Charter	Teams	City	Picture	State / Province	Gend	Sanctionned?	Custom value 2	Custom valu	Name	C Flo
JR	ARCHULETA	TUE GREELEY BLUE	BMW BILLIARDS	PARADISE DESPERAD	GREELEY		USA :Colorado	м			<u></u>	TUE GREELEY BLUE	
SHANNON	BENSON	TUE GREELEY BLUE	BMW BILLIARDS	KEY LARGO BRING IT	FT. COLLINS		USA :Colorado	м					
UBALDO	BOCANEGRA	THURS GREELEY ORANGE, TUE GREELEY BLUE	BMW BILLIARDS	KEY LARGO US GUYS	EVANS		USA :Colorado	м				4	
LUKE	CASTILLO	THURS GREELEY ORANGE. TUE GREELEY BLUE	BMW BILLIARDS	KEY LARGO US GUYS	GREELEY								
DAVE	ENRIQUEZ	TUE GREELEY BLUE	BMW BILLIARDS	KEY LARGO LA FAMILIA	EVANS								
ERIC	ESQUIVEL	THURS GREELEY ORANGE, TUE GREELEY BLUE	BMW BILLIARDS	WYLERS DICKENS CID	GREELEY		USA :Colorado	м					

- 1. You can filter by division
- 2. Click to add the selected player to a division
- 3. Click to remove the selected player from the selected division (1)
- 4. This box shows you in which division(s) the selected player is playing

To add a new player click on **E**, to modify it, select it and click on



Players		×
• Base		
First Name	SHANNON	1
Last Name	BENSON	2
Nickname	S BENSON	
Charter	BMW BILLIARDS	3
City	FT. COLLINS	4
State / Province	USA :Colorado (CO)	5
Country	-	6
Paid		
Is Active	7	
Is TBA		
Sanctionned?		
Sanction date		
Sanction team		
Custom '	Values	
Personal	information	
▶ Image		8
	Save Cancel	I

- Write or modify the First name 1.
- 2. Write or modify the Last name
- 3. Make sure your player is linked to your charter name, if you have one.
- 4. You can enter the city of this player
- 5. Enter the State or province of this player
- 6. Enter the Country of this player
- 7. Make sure the player is active
 - Normally a player is inactive if you import a list of players and want to use just a part of this list. You should activate just the players you want in your event.
- 8. If you want to add the picture of your player you can do it from an existing picture.

This is a short summary of the most important fields Please note: The more information you add to a player, the easier it will be to recognize players with the same name in the database.

Build your League Schedule (verification)

Before you use the League Schedule generator, you should verify all of the following things

- 1. Make sure all your BARs are created
 - To verify, click on Buildings | Bars
 - Make sure the bars you want to use are activated
- 2. Make sure Each BAR has the right number of tables created
 - To verify, click on Playing Surfaces
 - Each table has to be assigned to the right BAR
 - Make sure the tables you want to use are activated
- 3. All your Divisions must be created
 - To verify, click on Divisions
- 4. Each TEAM must be created and linked with a default place
 - To verify, click on Reams
 - In the grid, look under the column "Default Place" (Make sure each team is linked with the right BAR)
 - i. To change a default place select the team and click on **M**. A window will pop up, choose a Default Place.
- 5. You have to build your Round-Robin before scheduling. To do it click on



To create a new one click on



Go to Manage, Schedules/Charts, Surfaces Scheduler 🎹 Surfaces Scheduler or Calendar

Calendar

1. Click on « Generate schedules »

Refresh	Apply changes Cancel cha	nges Score Show details	Flip encounter Flip Opponents Flip	k twin Sho	w Scan Log		
rom 12:00 AM	ि 📧 🕂 🔳						
Feb 2015)	Start date	Home VS Away	Surface	Is Finished	Bracket/Chart	Is Printed	#
u Mo Tu We Th Fr Sa	02/04/2015 6:00 PM	(4-1) MOOSE GOT CHALK vs AMER LEGION BREWSK	ETEERS MOOSE 1	88	WED LONGMO		74
8 9 10 11 12 13 14	02/04/2015 6:00 PM	(4-1) MOOSE BALL BUSTERS vs MOOSE MOJO-ON	MOOSE 2	83	WED LONGMO		75
5 16 17 18 19 20 21 2 23 24 25 26 27 28	02/04/2015 6:00 PM	(4-1) MOOSE HOT POCKETS vs MOOSE WILD HAWG	S & A CATT MOOSE 3	88	WED LONGMO		73
	02/04/2015 6:00 PM	(1-4) MOOSE BEHIND THE EIGHT vs MOOSE COMFO	RTABLY NUMB MOOSE 4	88	WED LONGMO		76
11:59 PM	02/04/2015 7:30 PM	(2-5) CRAZY JACK'S WILD CATS vs NIGHT SHOTZ BR	AK TIME CRAZY JACKS 1	88	WED 3 PERSON		64
Feb 2015)	02/04/2015 7:30 PM	(3-4) MATCH-UPS I DON'T KNOW vs ELK'S CLUB THO	DSE GUYS MUPS 1-2	88	WED 3 PERSON		65
u Mo Tu We Th Fr Sa 2 3 4 5 6 7	02/04/2015 7:30 PM	(6-1) MATCH-UPS POOL SHARK WANNABE'S vs NIG	HT SHOTZ THE MUPS 5-6	20	WED 3 PERSON		63
9 10 11 12 13 14	02/04/2015 7:30 PM	(1-6) NIGHT SHOTZ THE UNKOWNS vs CRAZY JACK	S CRAZIES NS 1-2	88	WED 3 PERSON		66
5 16 17 18 19 20 21 2 23 24 25 26 27 28	02/04/2015 7:30 PM	(5-1) MATCH-UPS SUBSTITUTES vs CHIPPERS N. GET	R-DONE MUPS 3-4	88	WED AA & A FT		74
2 23 24 23 20 27 20	02/04/2015 7:30 PM	(1.5-4.5) MULLIGAN'S BALLS OUT vs MATCH-UPS LA	ND SHARKS MULLIGANS 1	88	WED AA & A FT		75
Show Filters / Options	02/04/2015 7:30 PM	(1-5) NIGHT SHOTZ NIGHT SHIFT vs MATCH-UPS EN	GLISH MAJORS NS 3-4	88	WED AA & A FT		76
	02/04/2015 7:30 PM	(2-4) NIGHT SHOTZ THE LEFTOVERS vs MULLIGAN'S	Q NS 5-6	83	WED AA & A FT		73
Generate schedules	02/04/2015 7:30 PM	(1-5) PITCHERS JUST THE TIP vs NIGHT SHOTZ THE V	ARRIORS PIT 1-2	88	WED AA & A FT		77
	02/04/2015 7:30 PM	(5.5-0.5) KEY LARGO LOS PIOJO'S vs LEO'S PLACE LE	D'S KEY LARGO 1 &	88	WED GREELEY A		65
	02/04/2015 7:30 PM	(3-3) KEY LARGO 4 OLDIES & 1 YOUNGSTER vs KEY L	ARGO POOL JU KEY LARGO 2 &	. 88	WED GREELEY A		63
	02/04/2015 7:30 PM	(5 0) MAY EP'S DEATH STARS VE OPEEN MILL STICKS	RISTONERS WVIERS 1 8/ 2	100	WED OPEFLEY A		66

Add schedule group to add a new schedule group for a specific night. You should give a name to 2. Click on the group, the easiest way is to name this group as the day of the week. For example: Monday



3. Click on Options and Round Robins to select each Round-Robin (division) playing on this night.

	Recurring dates	*
Add schedule group Close Monday Options	Generate	Select Round-Robin Intermediate Master Team
Attemps count : 0 Match Count : 0 Dates count : 33 Date range : 09/14/2015 7:00 PM - 04/25/2016 10:00 PM Brackets / charts :	Delete Statistics	Master Team 2 Open Team# 1 Open Team# 2
	PDF Schedule See schedules	Open Team# 2

4. Add "Recurring dates" click on Options, Recurring dates

then click on

Add recurring dates

۹ -	-		Total : 0 Select. : 0
S	Manage divis	ion schedule dates	—
	Start date	09/09/2015	_ <u>1</u>
	End date	04/29/2016	2
	Start time	7:00 PM < 3	
	Duration (minutes)	180 4	
	Day	Monday	5
		ОК	Cancel

- 1. Choose the first date of your schedule
- 2. Choose the last date of your schedule
- 3. Choose the time your matches will start
- 4. Type in the match duration
- 5. Choose the day of the week

5. To reserve Positioning Nights or Holidays for a specific division (Round-Robin)

n Inte rt date 115 7:00 PM 115 7:00 PM 115 7:00 PM 115 7:00 PM 115 7:00 PM	Dur 180 180 180 180 180 180	Reserved sc	Total : 33 Select : 1 Comment Position night
rt date 15 7:00 PM 15 7:00 PM 15 7:00 PM 15 7:00 PM	180 180 180 180		Select. : 1 Comment
15 7:00 PM 15 7:00 PM 15 7:00 PM 15 7:00 PM	180 180 180 180		
15 7:00 PM 15 7:00 PM 15 7:00 PM	180 180 180		Position night
15 7:00 PM 15 7:00 PM	180 180		Position night
15 7:00 PM	180		
15 7:00 PM	180		
15 7:00 PM	180		
15 7:00 PM	180		
15 7:00 PM	180		
15 7:00 PM	180		Merry Christmas
15 7:00 PM	180		Happy New Year
16 7:00 PM	180		
16 7:00 PM	180		
			,
	15 7:00 PM 15 7:00 PM 15 7:00 PM 16 7:00 PM	15 7:00 PM 180 15 7:00 PM 180 15 7:00 PM 180 16 7:00 PM 180	15 7:00 PM 180 15 7:00 PM 180 15 7:00 PM 180 16 7:00 PM 180 2

 Choose a Round-Robin (division) you want to modify.
 Check the Reserved schedule box (this will reserve that night for a Positioning night or no play for holidays.)
 To write a comment click on the reserved date to

select it and click on the Pencil to edit Type the message in the "comment" box. This comment will appear on the schedule.

Please note: If you want to add a special date for all the divisions, you can modify them all at once by choosing "All" in the Round-Robin. Do not do this if it is a Positioning night that does not apply to everyone.

Generate Options 6. To generate the schedule for this night, click on and Round Robins Recurring dates Add schedule group Clo Edit Generate Monday Option : 0 Match Count : 2 Dates count : 33 Delete Brackets / charts : Intermediate, Master Team Statistics PDF Schedule e schedul



 The attempt Name is the date and time by default. It helps tell the difference if you do multiple attempts.

You have two choices to choose from:

2. "All dates" will continue to schedule matches even if it can't complete an iteration. In the example the schedule will continue 37 weeks even though it only needs 35 weeks to complete 7 rounds. The remaining two weeks will be scheduled with random games.

3. "**Complete iterations**" won't schedule an iteration if it can't be completed. In the example each team will play 7 iterations against all others and stop scheduling after 35 weeks.

To solve conflicts such as "Not at home" you can try:

- 4. Checking this box, it will flip home and visitor games if a table is not available. And the next time both opponents are playing, home and away will be reversed. But it may affect consecutive home and away.
- 5. Checking this box, it will flip two rounds in one iteration to find tables available. For example it will flip Round 3 and Round 6. This can affect the "mirror", meaning that iterations won't be identical/mirrored to the next iteration.

If the schedule can't be generated, verify the following:

- Are your teams are linked to a division?
- Did you assign a default place to each team?
- Did you create and select a Round-Robin?
- Do you have enough tables per bar for the number of teams?
- Are your tables are actived?
- 7. To verify the schedule you just generated, select the schedule and click on Options and Statistics



This statistics page will pop up



- 1. Team list of this division
- 2. Default place for each team
- 3. Consecutive "Away"
- 4. Consecutive "Home"
- 5. Number of matches as HOME TEAM
- 6. Number of matches as AWAY TEAM
- 7. Number of matches played at home
- 8. Number of matches played away
- 9. Number max of consecutive HOME
- 10. Number min of consecutive AWAY
- 11. Number of matches not able to be played at the right bar.



- 1. Bar name
- 2. Number of matches for each bar for a specific night
- 3. Number of team per bar
- 4. Average of the number of matches per team at this bar

Surfaces Scheduler

You can modify your League Schedule from the Surface Scheduler tool.

To see your schedule, click on option, then click on



This will show you tables and matches for every night of this group.

Refresh	Apply changes	Cancel cha	anges Score	Show details	Conflicts	Flip encounter Flip Opponents	Fix twin Show Scan L	Log	
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1 2 6 7 8 9 13 14 15 16	Thu 8 Oct	9:00 PM 7:00 PM 8:00 PM	R5 Beni Rey:	RS RS RS BJ's Bricl Ch Whi Ligh Wh 11 11 11	II II R5 R5 R5 R5 ir C-Ja Coll. Cou Dail ni Mill: Whi Drift Cou	I1 I1 I1 I1 R5 R5 R5 R5 Driff Fide Fide Kod Wes Oas	R5 R5 F	1 11 11 11 11 11 R5 R5 R5 R5 R5 Mill: Oas Oas Oas Tiki Fide Whit Mill*	I1 I1 R5 R5 R5 R5 Red Side Tiki Ton B/'s Kod Wes Wh
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4	Thu 22 Oct	9:00 PM	R7 R7 Arm Ben	Tiki Oas Sic 11 11 11 R7 BJ's	R7 R7 R7 C-Ja Cou Dail	Oas Oas Driff Benu 11 11 11 11 11 R7 R7 R7 R7 R7 Driff Fide Fidd Flan	11 11 11 11 11 11 11 11 11 11 11 11 11	Fidd Hide Fide Tom 1 Hide Fide Tom 11 11 R7 R7 R7 R7 R7 R7 Mill: Mill Oas Oas Oas Oas	BJ's Whi Whi Whi 11 11 11 11 11 R7 R7 R7 R7 R7 Red Side Tiki
43 811	Thu 29 Oct	8:00 PM 9:00 PM 7:00 PM	Fide Whi 11	Wes 11 R8 R8 R8 R8	Wes Whi Oas	Oas Hide Coll BJ's	Red Whi Chir V	Mill: Mill: Oas Oas Oas Oas Whi Drif Oas Ligh Rey Cou 11 11 11 11 11 11 11 R8 R8 R8 R8 R8	Hob Whi Whi Red
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play"	Thu 5 Nov	7:00 PM 8:00 PM 9:00 PM	R9 Ben Oasi I1	R9 BJ's Mill: I1	R9 R9 R9 C-Ja Coll. Cou Whi Tiki Tom I1 I1 I1	R9 R9 R9 Drif Fide Fide Cou Drif Fide 11 11 11 11	Hide	R9R9R9R9R9Mill:Mill:OasOasOasBJ's:WhiKodArmWhiOas111111111	R9 R9 R9 R9 Red Red Rey: Tiki Whi Wes Flan Hob 11 11 11 11
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	Thu 26 Nov	9:00 PM	11	Tiki Wes Rey: Re 12 12 12 12 12	l2	Whi Oas Hide Hob 11 11 11 12	Side Wes Whi Ben V 12 12 12 12 12 1	Wes Tom Oas Oas Drift 2 12 11 12 12	Mill: Coll C-Ja 12 12 12 12

You can move a match on another table if you need.



- 1. You can check if you have conflicts by pressing on Conflict
- 2. You can refresh to update the calendar.
- 3. Save your schedule if you make changes.

You can filter what is displayed, click on

Show Filters / Options



- 1. Select the start time of your matches
- 2. Select the end time of your matches
- 3. Select the night you want to see
- 4. Select the divisions that are playing that night.
- 5. This section is used for tournaments,
- Choose the information you want to see in each match-box.
- 7. Choose it to hide filtered matches.
- Choose it to hide filtered matches (recommended). If other matches are hidden you can create conflict when you slide a match at different time or table.

Print the schedule for the season

To print your schedule you can do it from the general section by clicking on "Reporting"



You can choose many kind of Schedule Report, the most popular is the one with number and rotation for each team

	8 Export PDF	Export						
 Statistic 								
Players Lis	it							
→ Player/tea	 Player/team elligible to hard luck 							
Schedule								
Bracket/Chart	Bracket/Chart All							
Division	All	5						
Start date	09/16/2015	12:00:00 AM						
End date	03/30/2016	12:00:00 AM						
 Schedule with Include surfit Show specia Scheduling F Surface grid Average leng Bracket mate Table assign 	ile edule schedule (Lea th team numbri ace name on ead i schedules (*) Report gth of games ch details	er and rotation (leagues)						
→ Rank								
 General 								
Tally Shee	t							
 Financial 								

- 1. Select the Schedule you want to print
- 2. You can include the table number for each match
- 3. To show special schedule:
 - a. Positioning night
 - b. Happy Thanksgiving, Happy New Year...
- 4. Choose a specific bracket if you don't want to print all
- 5. Choose a specific division if you don't want to print all
- 6. Choose the start date you want to see on your report
- 7. Choose the end date you want to see on your report
- 8. Export the report as a PDF file to send by email or to print for your players

W ^{ak} gen	Norman (American American) American Ame					sic & Gam In House	ies				
# 0	<u>Team r</u> Bye	name / site r	name_	<u>C</u>	aptain name	e / site addr	ess			Capt. / s	ite phone
2	Skripad	Pocket		S	ydney Cros	by			23 St	ewart St Wisc 88	onsin Dell 8-235-7584
2	Schink Ice Bre			M	lichael Jord	on				14 Hammon	
3	Skripad Jack &	Jill Bar		C	arey Price						ve Warrer 8-238-4484
3	Schink Ice Bre	Contraction Contraction		L	arry Robins	on				14 Hammon 88	St, Cantor 8-235-7598
4	Bunch Ice Bre	akers			ob Gainey						8-235-7598
5	Everett				ohn Everett						8-235-7598
6	Edgell Funny	Bar			ohn Smith				24		3-456-7890
7	Arnal	akers		P	eter Jackso	»n					8-235-7598
8	Pyatt Bar & (Grill		Ε	Ivis Presley	!			1823 1	Auseum Ave, 88	Graceland 8-123-4567
	23/2013 me Vis.	09/30/2013 Home Vis.	10/07/2013 Home Vis.	10/14/2013 Home Vis.	10/21/2013 Home Vis.	10/28/2013 Home Vis.	11/04/2013 Home Vis.	11/11/2013 Home Vis.	11/18/2013 Home Vis.	11/25/2013 Home Vis.	12/02/201 Home Vis
2	vs Bye	2 vs 3	2 vs 7	3 vs 4	4 vs 2	2 vs 6	4 vs Bye	2 vs Bye	2 vs 4	Byevs 4	Byevs 5
-	vs 8	4 vs 8	3 vs Bye	5 vs 2	5 vs 3	3 vs 7	6 vs 3	3 vs 8	3 vs Bye	3 vs 5	2 vs 8
- T	vs 6	5 vs Bye	6 vs 4	6 vs 8	6 vs Bye	4 vs 5	7 vs 5	5 vs 6	5 vs 8	6 vs 2	4 vs 6
7	vs 4	6 vs 7	8 vs 5	7 vs Bye	7 vs 8	8 vs Bye	8 vs 2	7 vs 4	7 vs 6	8 vs 7	7 vs 3
	09/2013 me Vis.	12/16/2013 Home Vis.	12/23/2013 Home Vis.	12/30/2013 Home Vis.	01/06/2014 Home Vis.	01/13/2014 Home Vis.	01/20/2014 Home Vis.	01/27/2014 Home Vis.	02/03/2014 Home Vis.	02/10/2014 Home Vis.	02/17/20 Home Vi
-	vs 2	2 vs 5	Byevs 8	Byevs 2	Byevs 3	2 vs 6	3 vs 7	Byevs 6	Byevs 7	2 vs 7	2 vs By
	vs 8	4 vs 3	3 vs 6	3 vs 8	4 vs 2	4 vs Bye	5 vs Bye	2 vs 3	4 vs 3	3 vs 6	4 vs 7
	vs 7	6 vs 8	5 vs 4	5 vs 6	6 vs 7	5 vs 3	6 vs 4	4 vs 8	5 vs 2	4 vs 5	6 vs 5
6	vs Bye	7 vs Bye	7 vs 2	7 vs 4	8 vs 5	8 vs 7	8 vs 2	7 vs 5	8 vs 6	8 vs Bye	8 vs 3
	24/2014 me Vis.	03/03/2014 Home Vis.	03/10/2014 Home Vis.	03/17/2014 Home Vis.	03/24/2014 Home Vis.	03/31/2014 Home Vis.	04/07/2014 Home Vis.				
	vs 4	Byevs 4	Byevs 5	3 vs 2	2 vs 5	Byevs 8	*See Below				
	vs Bye	3 vs 5	2 vs 8	5 vs 7	4 vs 3	3 vs 6					
	vs 8	6 vs 2	4 vs 6	6 vs Bye	6 vs 8	5 vs 4					
1	vs 6	8 vs 7	7 vs 3	8 vs 4	7 vs Bye	7 vs 2					

Other Schedule reports are available

Statistics | Standings (Manage > Statistics | Standings)

Stats Model Editor

In this section you can create different models of stats, for singles or teams. When your model has the right configuration, you link your bracket (round-robin) to this model.

ite your stat ten	nplates. You can cre	eate many temp	lates								
- 🦯 🧰						3					
	Name		Description	Is Active Is Head to	o Remove E	Field to show in T	Head to H				
Player Model		1		M 🗆	S	Average					
Team Model				M 🗆		Average					
		2									
s that will appe	ear on the web stati	stic / standing p	age							ne way it will b	e determi
that will appe								Total : 8	13		e determi
4		8	9	10	11	12		Select. : 1	+13	<u> </u>	
4 5 Display order	6 Name Re			Decimal count	11 Need sanction	Minimum game o	count to show th	Select. : 1	Order	14 Name	
4 5 Display order	6 Name Re Wins	8	9	Decimal count		Minimum game o	count to show th	Select. : 1	Order 0	14 Name Wins %	
4 Display order	6 Name Re Wins Score +	8	9	Decimal count 2 2		Minimum game o 0 0	count to show th	Select. : 1	Order 0 1	Vins %	
4 5 Display order	6 Name Re Wins Score + Games played	8	9	Decimal count 2 2 2 2 2 2		Minimum game o 0 0 0	count to show th	Select. : 1	0 1 2	14 Name Wins % Wins Score +	
4 5 Display order	6 7 Re Wins Core + Games played Losses	8	9	Decimal count 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		Minimum game o 0 0 0 0 0	count to show th	Select. : 1	Order 0 1 2 3	14 Name Wins % Wins Score + Losses	
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4 Display order	6 7 Re Wins Core + Games played Losses	8	9	Decimal count 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		Minimum game o 0 0 0 0 0	count to show th	Select. : 1	0 0 1 2 3 4	14 Name Wins % Wins Score + Losses Match wins	Ascendi
4	6 Name Re Wins Score + Games played Losses Rank with Tie	8	9	Decimal count 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2		Minimum game o 0 0 0 0 0 0	count to show th	Select. : 1	Order 0 1 2 3	14 Name Wins % Wins Score + Losses	e determi

- 1. Select the Player Model to configure the Single Stats
- 2. Select the Team Model to configure the Team Stats
- 3. Choose the parameter you want to use for the handicap in the score sheet
- 4. To add a parameter or field in the stats section of the selected model
- 5. To edit or modify the selected parameter
- 6. To delete (remove) the selected parameter from the stats section
- 7. To choose which details to show on this section of this specific windows
- 8. To change the title shown on the stats section for this specific parameter on the computer
- 9. To change the title shown on the stats section for this specific parameter on mobile version
- 10. To choose the number of decimal for this specific parameter
- 11. Check this box if you don't want to show this specific parameter if the player is not sanction
- 12. You can decide to show this specific value just after "X" games: for example the average at the beginning of the season. And use this value when it's more accurate.
- 13. To add a parameter or field used for the ranking
- 14. To edit or modify the selected parameter chosen for the ranking

- 15. To delete (remove) the selected parameter used for the ranking
- 16. To choose the order to show each parameter on the stats section
- 17. Name of each parameter shown on the stats section
- 18. To choose the priority of each parameter used for the ranking
- 19. Name of each parameter used for the ranking
- 20. To choose the order of the selected parameter "from the higher to lower" or inverse

Stats / standing Grouping

To link a round-robin (division) to a stat model and configure the start time and and time for this group



- 1. Select Player to configure the Single Stats
- 2. Select Team to configure the Team Stats
- 3. To add a round-robin (division) to link it with a stats model and configure it
- 4. To edit or modify the selected round-robin (division)
- 5. To delete (remove) the selected round-robin from this stats section
- 6. To edit or modify the selected round-robin from this stats section
- 7. To choose the order those divisions will be shown on the stats section
- 8. Name of each group to configure the stats
- 9. Name of each round-robin (division) to configure the stats
- 10. To show or hide the stats of this specific stat group
- 11. To choose the start date to include in this stats group
- 12. To choose the end date to include in this stats group
- 13. To choose the ratio (% of game played) to include a single player in the regular (less than that this player will be in the spare section
- 14. To choose the model you want to use for this specific stat group
- 15. To show the stats field even if there is no game played
- 16. To show the stats of the last match for each player (at the right side of the stats section)
- 17. To choose the start date to include for the teams in this stats group
- 18. To choose the end date to include for the teams in this stats group
- 19. To separate the spare and regular player in the stats section (with the status of each player)
- 20. To include this specific stats group in the league standing report

Reporting (Manage > Reporting)

66 Standing Report Editor (Create your own report model)

Build the model

You can create your own report model to print for your players.

	icate Preview in po	df			
Choose round-robin(s) you	want to preview.	Select values	 √_1 		
1. Create your report.	You can create ma	ny reports			
───					Total : 0 Select. : 0
2 Name	Title on	Report Is Active	Title Font Size	Report Orientation	
No results					

- 1. Select the division you want to use for the preview
- 2. Create a new model/section to import in the report



- 1. Choose a name for the model
- 2. Type the Title you want to be written on the report for this section
- 3. Select the font for the title
- 4. Select if you want it Portrait or Landscape
- 5. You can add a logo to show for this section on the printed report



Click on "+" to add a section and select the type of statistic you want to include in this selected report

Select	the sections you want to see in your	report.	
q			Total : 17 Select. : 0
Sel.	Name	Title	
	Team standings	Team standings	
	Team players	Team player standings	
	Player standings	Player standings	
	Team standings with last match	Team standings with last match	
	10-0	Most 10-0 Games	
	PTS	High Points	
	AVG	Best Average	
	ERO	Most Ero	
	Womens-Pts	High Points Womens	
	Mens-Pts	High Points Mens	
	Womens-Avg	Best Average Womens	
	Mens-Avg	Best Average Mens	
	Womens-Ero	Most Ero Womens	
	Mens-Ero	Most Ero Mens	
	Womens-10-0	Most 10-0 games Womens	
	Mens-10-0	Most 10-0 games Mens	
	Schedule	Schedule	
		Ok Ca	incel

2.	2. Sections that will appear on the report selected above								
E	- 🦯	<u>i</u>							Total : 1 Select. : 1
	Name	e Title	sec	tion Order	Header R	ow Height			
	Team stand	dings Team stan	dings 1		18 1	0	1		
r	3. Fields that will appear on the selected section								
5.									
	⊢∕。				4		5	6	7 Select. : 1
	Order	Name	Width	Word W	Custom Title	String For	Alignment	Values Fo	Headers F
	1	Rank	18		Rnk		Right	7	7
	2	Team name	150		Name		Left	7	7
	3	Round wins	20		Rnd Wins	0.0	Right	7	7
	4 2	Score +	20		Pts +	#,###	Right	7	7
	5	Ero	20 - 3		Ero +		Right	7	7
	6	8 on break	20		8OB		Right	7	7
	7	Rounds played	20		Tot Rnd		Right	7	7
	8	Average	20		Avg +	0.00	Right	7	7
	9	Wins	20		Wins		Right	7	7
	10	Losses	20		Loss		Right	7	7
	11	Games played	20		Tot Gms		Right	7	7

- 1. Select the section you want to adjust.
- You can change the order each parameter by sliding it up or down. When a line is selected, you can click on the pencil to edit it or on the garbage can to remove it from the report.
- 3. Click on any number to modify it, type the new on and save it.
- 4. Modify the title of the column in the report for any parameter.
- 5. Change the alignment of any column.
- 6. Select the font size for the report.
- 7. Select the font size for the header of each column

You can have many sections in the same report.

You can view the result on the right part of the screen to adjust it like the way you want.



You can choose the parameter to use for the ranking each opponents will be listed. To add a parameter, click on "+", check this parameter and choose the order by sliding the line up or down.

Print your custom report



From the General section

Click on Reporting

	ort PDF 3 Export					
• Statistic						
Stat Group	All					
 Individual stats. Individual stats (No team) 						
Stat Group	All					
 Team Stats 						
Sort players by last name						
Show team score withou	t handicap					
Bracket/Chart	All					
League Standing						
League Standing (with dead game)						
League Standing (8 and 9)						
League Standing (9 ball)						
League Standing with list of Ero, 10-0, Average						
League Standing with last match results						
League Standing with player handicap						
League Standing with nights played						
League Standing (without overall part)						
• Scores by week (player)						
 League Standing (New report from report builder) 						
Report Model	Team Stats -1					
Brackets / charts	Tuesday Night League					

Select Statistic Section

Select "League Standing (New report from report builder)

- 1. Select the custom model you want
- 2. Select the bracket/Division you want
- 3. Export in a PDF file to print it

Score keeping by players after each match

With CompuSport's league system, each team can enter the score directly online. Each team will have to choose a score keeper.

Scorekeeping configuration

To allow your player to create a scorekeeper login account, you should click on "event"



Under League section, you should check the box "Allow players to register as score keeper"



- 1. If you want an approbation of a scorekeeper from the other team
- 2. To allow a scorekeeper to create new players from the scoresheet when this one doesn't exist
- If you want to receive an automatic email each time a new scorekeeper account is created in your event.
- When a scoresheet is filled up an email is sent to each other score keeper of the other team to approve it. If the second scorekeeper don't approve it because something is not right.
 When he click on reject with explanation an email can be sent automatically to the manager.

Create login account for scorekeeper

Each scorekeeper needs to have a "login name" and a "password".

- 1. Go on <u>www.CompuSport.us</u> and select your league.
- 2. From your league, click on "Log in" on the top right corner Log In
- 3. If you do not have an account, click on "Create account for Capt. /Score keeper".



4. Fill up the information

User account crea	User account creation					
You have to ente in your league, y	You have to enter scores for your team in your league, you're in the right place!					
You do not need to create an account to view schedules.						
To add yourself as score keeper, please find yourself in the list						
Team						
Player	2					
Create your account						
Email	-3					
Email Confirmation	<mark>4</mark>					
Password	- <mark>5</mark>					
Confirm Password						
Contains 7 character	s					
🏮 Contains one letter						
🎚 Contains one number						
The confirm password matches						
· ·	Register					

- 1. Select your team.
- 2. Select your name.
- 3. Type your email.
- 4. Confirm the email address.
- 5. Type a password, verify the red dots to make sure it contain all the information needed.

EN

- 6. Confirm the password.
- 7. Each red dot should be green to register

You will receive an email to confirm your account. Click on the link to activate. If you haven't received an email, check your Junk E-mail.

Your league operator will receive an email to confirm you have an account. He has to accept you before you can enter scores.

If you already have an account:

1. Find your league, click on Log In enter your email and password to log in.



2. Click on your name.

3. Then you can fill up the following information

E							
Score Keeper							
To add yourself a yourself in the lis	as score keeper, please find t						
Team							
Player	2						
Add me as score	keeper of that team - 3						
Change Account First Name / Last Name							
First Name	Nil						
Last Name	Gaudet						
Change							
This system keeps the status of some control to allow a better experience. The drop-down list, menus and column width retain the last state selected by the user. If you want to reset to default, you can use the option below. Reset user data							

- 1. Choose your team
- 2. Choose your name
- 3. Use this button if you need to be score keeper for more than one team

That information will be managed by the league manager on the CompuSport system.

How scorekeeping works

The home team's scorekeeper will have to fill up the score sheet after each match, on the system. Only one captain enters the score sheets, the opponent captain just has to accept or reject.

- Find your scoresheet, there are two different ways to find those matches:
 - <u>Calendar</u> (Manage > Schedules | Charts > Calendar)
 - Waiting Score Sheets (Manage > Schedules | Charts > Waiting Score Sheets)
- Click on the match to select it.
- Click on some and fill the blank spaces. When this score sheet is filled up, save it.
 - Fill the Ero, 8 on Break, Table Run, for all games
 - You can save and go back on the page if you want to complete later
 - When you have finished, click on Send for Approval
- The visitor's scorekeeper will have to be logged in. After that, he will be able to approve or reject the scoresheet. This scoresheet will have a "yellow flag" to its

status

- If the results are good, he should click on Accept
 - If he accepts the scoresheet, the first Captain will receive a confirmation email and the stats will be automatically updated
- If there is something wrong, click on Reject
 - He will have to write the reason for rejection.



• At this time, an email will be sent to the other scorekeeper and the league manager to show them the reason.

The first Captain (Score Keeper) will have to "Send for approval" again.

It's the choice of the league manager if he wants a double approbation. The first one is the other scorekeeper; the second would be the league manager.

When all approbations are done, this result will be included in the league stats.

Email Example:

This is an automated Message from CompuSport System.

League: COLORADO

The User Dave Bahor (BIG BROTHER) has entered the score of the game against CRAZY TEAM played on 09/15/2013 06:00 PM.

You must log in and check the score sheet. You will then have to accept or reject the score sheet.

This is an automated Message from CompuSport System.

League: COLORADO

The User Bob Pine (CRAZY TEAM) has rejected the score of the game against BIG BROTHER played on 09/15/2013 06:00 PM.

Reasons: John did a Ero on Second Round

This is an automated Message from CompuSport System.

League: COLORADO

The User Bob Pine (CRAZY TEAM) has accepted the score of the game against BIG BROTHER played on 09/15/2013 06:00 PM.