

League Planner – Online Results Entry

This document details the online results process. Results will be submitted by team captains online, allowing your players to see up to date league tables, match results and their own player statistics at the touch of a button!

At the match:

- Both captains to complete a scorecard each (on site) and retain their own copy. Ensure both scorecards are signed by each captain.
- The **winning team captain** to submit result online within **72 hours** of the match by visiting this website: <http://lta.tournamentsoftware.com/member/login.aspx>
- The **losing team captain** to check the result online.

Your login details are:

Club name:

Login name:

Password:

The login/password is unique to your club.

Distribute to trusted club officials only and do not change the password.

Winning team captain follow the steps below:

1. Go to website - <http://lta.tournamentsoftware.com/member/login.aspx>
2. Type in your Login name and Password and click 'Login'
3. Click on your club name next to the relevant league.
4. Click on the 'Matches' tab under your club name.
5. Click on 'Modify' next to the relevant match.
6. Click 'Enter rubber results'.
7. Read the instructions in the box carefully and enter the players and the results. Once you are happy with the results click 'Verify'.
8. On the next page read information in the box and click 'Confirm' if the result is correct (if you need to make alterations please click modify).
9. Now click on the draw name to see your position in the table.

Losing team captain follow the steps below:

1. Go to website - <http://lta.tournamentsoftware.com/>. Using the draws tab, find the match and check the result has been entered correctly.
2. If you need to challenge the result email within 7 days of the result being submitted.

FAQs:

Q: My password doesn't work?

A: Make sure you have typed the password correctly using case sensitive letters/numbers. Please note the logins all begin with 'lta' (as in Lawn Tennis Association).

Q: How do I re-schedule a match date?

A: The winning team will need to re-schedule the match date in order to enter the result.

To do this:

1. Follow steps 1-5 of the winning team captains process
2. Click 'reschedule match'
3. Enter the date the match was played
4. Click 'save' and now follow steps 6-8 on the winning team captain process (above) to enter the result.

Q: Where do I post the scorecard?

A: You no longer need to post the scorecard. Please keep it as a record of the result.

Q: I don't have a computer?

A: Results must be submitted by the winning team captain within 72 hours of a match. You or another trusted member can submit from work, home, or public computer.

Q: Can I phone in my results?

A: No, results will not be taken over the phone. This is to ensure no mistakes are made and to allow draws to be updated immediately.

If you have read the above information and you are still having problems please contact the organiser.