

Virtual Tournament Desk

By Match Tennis App

Virtual Tournament Desk- For OUR Safety!

Prevention- in an effort to help prevent the relapse of COVID-19 and to more effectively facilitate CDC guidelines and best practices, we will be using Match Tennis App's *Virtual Tournament Desk* which will be facilitated through the players/parents/coaches mobile devices.

We will be using VTD at tournaments in lieu of a physical tournament desk, eliminating the most common scenarios where social gathering most often occurs during events. **Please review this document in its entirety so we can ensure greater safety for all** of us as we start back playing the great sport we love so much!

Safety- minimize risk to all including tournament participants, staff, and officials.

The VTD Will Used for the Following:

Virtual Check-In: Mandatory...ALL players must click the link on the Tennislink tournament page and complete the check-in form to provide the mobile contact phone numbers to be used with the Virtual Tournament Desk during the event.

Match Check-In: Players will check in for each match through Match Tennis App...Not Through The Physical Tournament Desk!

Match Paging: After a player has checked in for their match each player will receive a text message from the director to report to their assigned court when their match is called.

Score Reporting: After match is complete **both players** will open the previous received text from the director and click the “Email Score” button to report the match score BEFORE leaving the COURT!

**PRE-TOURNAMENT
VIRTUAL CHECK-IN
AND SIGNING WAIVER**

VIRTUAL CHECK-IN Pre Tournament

1. Go to Tennislink tournament page
2. Click “more info” link
3. Complete check-in form and waiver

Sanctioned By: USTA SOUTHERN ALABAMA

Tournament ID: 700095420

Dates: July 18-20, 2020

Divisions: Boys' & Girls' Singles: 78' Yellow Ball 14 (CUR)

Skill Level: Advanced

Section: Southern

District: Alabama

Surface Type: Clay

Draws Posted: 7/16/2020

Last Updated: 6/15/2020 10:10:08 AM (Central Time)

Organization: City of Auburn - Alabama

Org Name: City of Auburn - Alabama

Org Phone: 3345012932

Org Fax:

Org Website:

Org Address: 425 Perry St
Auburn, AL 36830

Contacts: Director: Bret Peterson

Entry Info: REGISTER

Entries Close: Sunday, July 19, 2020 (Central Time)

Entry Information: \$86.50 per player

Checks Payable to:

Send Checks to:

Tournament Website:

Referee: Phone: Referee Email: dwjerome@charter.net

Important Info: Applicants

(New COVID-19 Procedure) Virtual Tournament Check-In **Required for All Players**

In response to the COVID-19, we will be using Match Tennis App's Virtual Tournament Desk technology to help facilitate CDC best practices.

In order to compete in this event, all competitors MUST click the below link to fill out the check-in form, and sign the waiver for this tournament.

[more info](#)

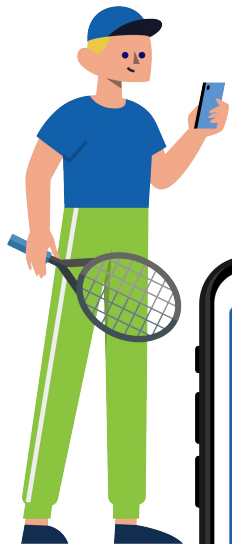
Welcome to Auburn - transfer from Dothan

We welcome all 14 & under players to Auburn. This tournament has typically been held as a 12 & under and 14 & under tournament all in Dothan, but this year due to COVID-19 activities Auburn will host the 14&under. Some

Edit Register: Pay for 1/2 D, Indicate Dou, Withdraw, Locate Conf, Change Site, Update Non, Update T-Sh

VIRTUAL CHECK-IN (Pre Tournament)

For your safety and ours, all tournament check-in forms and waivers MUST be completed and signed through Match Tennis App's Virtual Check-In link published at the top of Tennislink.



Step 1

Tournament Check-In

1 2 3 4
Step 1 Step 2 Step 3 Done

USTA National Level 2
May 16-18, 2020
Roseville, CA

Player USTA Membership: *
Player USTA ID

Player Name: *
Choose Player To Check In

Parent Or Guardian Name: *
First Name Last Name

Player DOB: *
mm-dd-yyyy

Street Address: *
Address

Street Address 2: *
Address 2

Step 2

Tournament Check-In

1 2 3 4
Step 1 Step 2 Step 3 Done

Hotel Name: *
Hotel Name (If Applicable)

Contact Mobile Phone 1
Contact Mobile Phone 1

Contact 1 Relationship
Contact 1 Relationship

Contact Mobile Phone 2
Contact Mobile Phone 2

Contact 2 Relationship
Contact 2 Relationship

Emergency Contact Name
Emergency Contact Name

Emergency Contact Phone
Emergency Contact Phone

Step 3

Tournament Check-In

1 2 3 4
Step 1 Step 2 Step 3 Done

USTA, Conduct Code & Medical Releases

Please complete this USTA, Conduct Code & Medical Release, sign it, have your parent or guardian sign it, and take the signed form with you to the USTA tournament you are entering. In order to participate in the

Name:
Heath Waters

USTA Membership #:
234324324234

(Signature of Parent Guardian)

Complete

Tournament Check-In

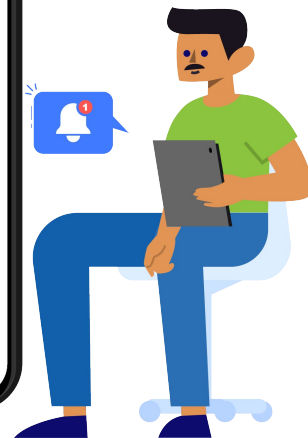
1 2 3 4
Step 1 Step 2 Step 3 Done

USTA National Level 2
May 16-18, 2020
Roseville, CA

Your CheckIn Confirmation
#13232.

Any Special Instructions for the tournament checkIn Process will go here

For further Information and tournament features you can download Match Tennis App from the app stores or use the browser version.

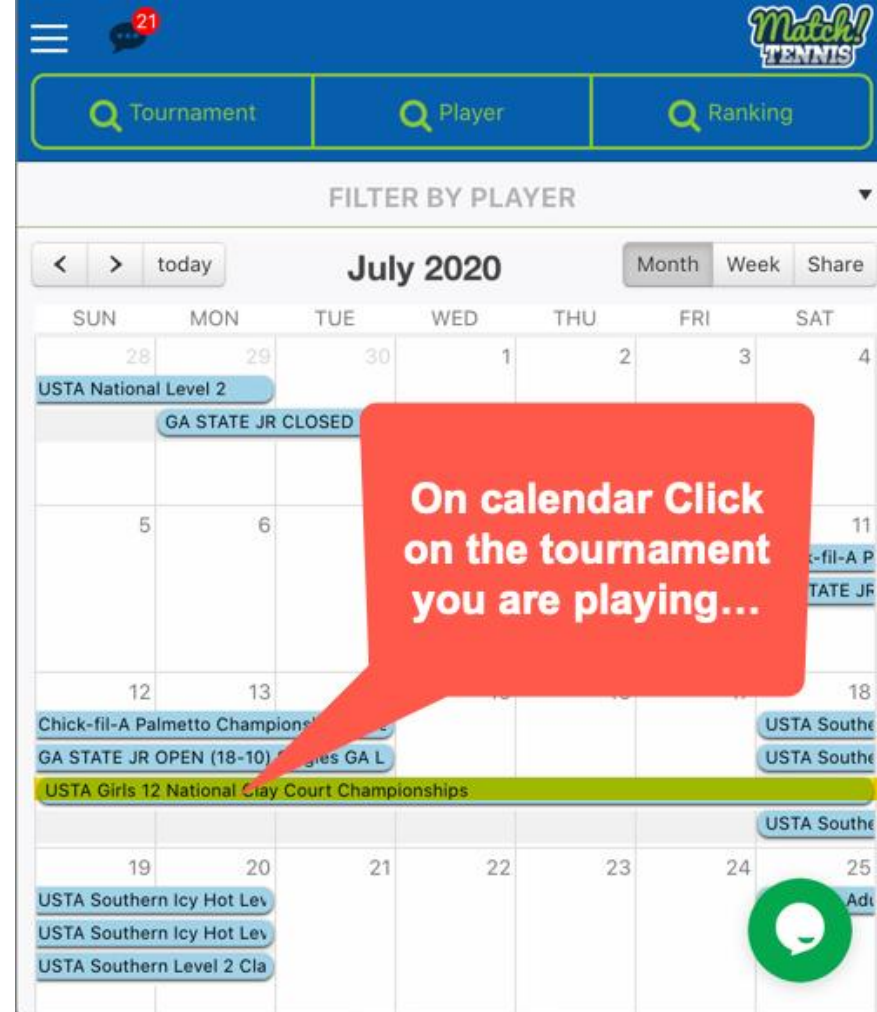


**HOW TO CHECK-IN
FOR EACH MATCH
USING MATCH
TENNIS APP**

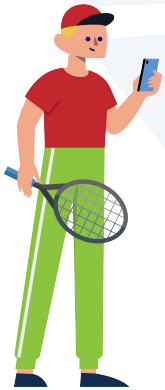
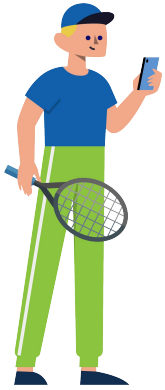
MATCH SITE CHECK-IN

Used to check in before each match

1. Login to Match Tennis App
2. On the calendar find and click on the tournament you are playing
3. Click the red "Match Check-In" button
4. Click the blue check in button to view confirmation date and timestamp that will be sent to the Director



MATCH SITE CHECK-IN continued...



The screenshot shows the Match! Tennis app interface. At the top, there is a blue header with a menu icon, a notification badge with the number '21', and the Match! Tennis logo. Below the header is a green bar with a 'Back' button and several icons: a cloud, a download arrow, a group of people, an envelope, and a calendar. The main content area is white and displays the tournament title 'USTA Girls' 12 National Clay Court Championships', the dates 'July 12, 2020 to July 18, 2020', and the location 'Boca Raton, FL'. There are four red buttons: 'Find Doubles', 'Find Warm-up', 'Pre-Tournament Check-in', and 'Match Check-in'. The 'Match Check-in' button is circled in purple. Below the buttons are sections for 'Tournament Info' (with a 'View On USTA' link), 'Contact Info', and 'Entry Info'. The 'Contact Info' section includes 'Organization: Polo Club of Boca Raton' and 'Phone: 561-995-1280'. There is also a green chat bubble icon at the bottom right.

Match!
TENNIS

Back

USTA Girls' 12 National Clay Court Championships

July 12, 2020 to July 18, 2020
Boca Raton, FL

Find Doubles

Find Warm-up

Pre-Tournament Check-in

Match Check-in

Tournament Info View On USTA

Contact Info

Organization Polo Club of Boca Raton

Phone 561-995-1280

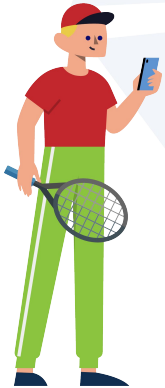
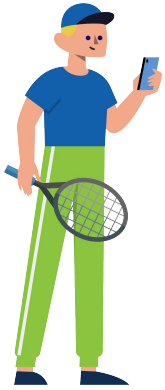
Entry Info

Applicants List

Click Match Check-in button to check-in for your match



MATCH SITE CHECK-IN continued...



Match! TENNIS

< Back Match Check-in

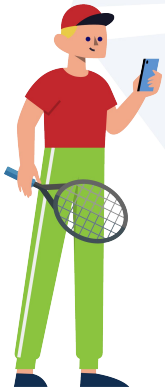
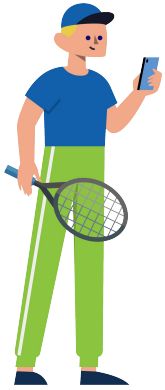
Player Name

Thomas, Jeremy	CheckIn
Riggs, Riley	CheckIn
Cozad, Ryan Matthew	CheckIn
Smith, Jordan	CheckIn

**Click "check-In"
button to check in
for your match**



MATCH SITE CHECK-IN continued...



Match! TENNIS

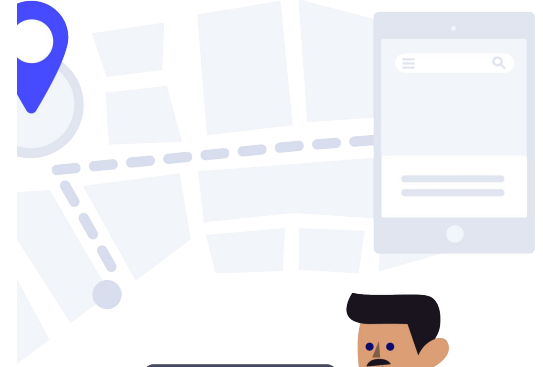
21

Match Check-in

Player Name

Thomas, Jeremy	CheckIn
Riggs, Riley	CheckIn
Cozad, Ryan Matthew	CheckIn
Smith, Jordan	Checked In - 2020-06-15 15:48:39

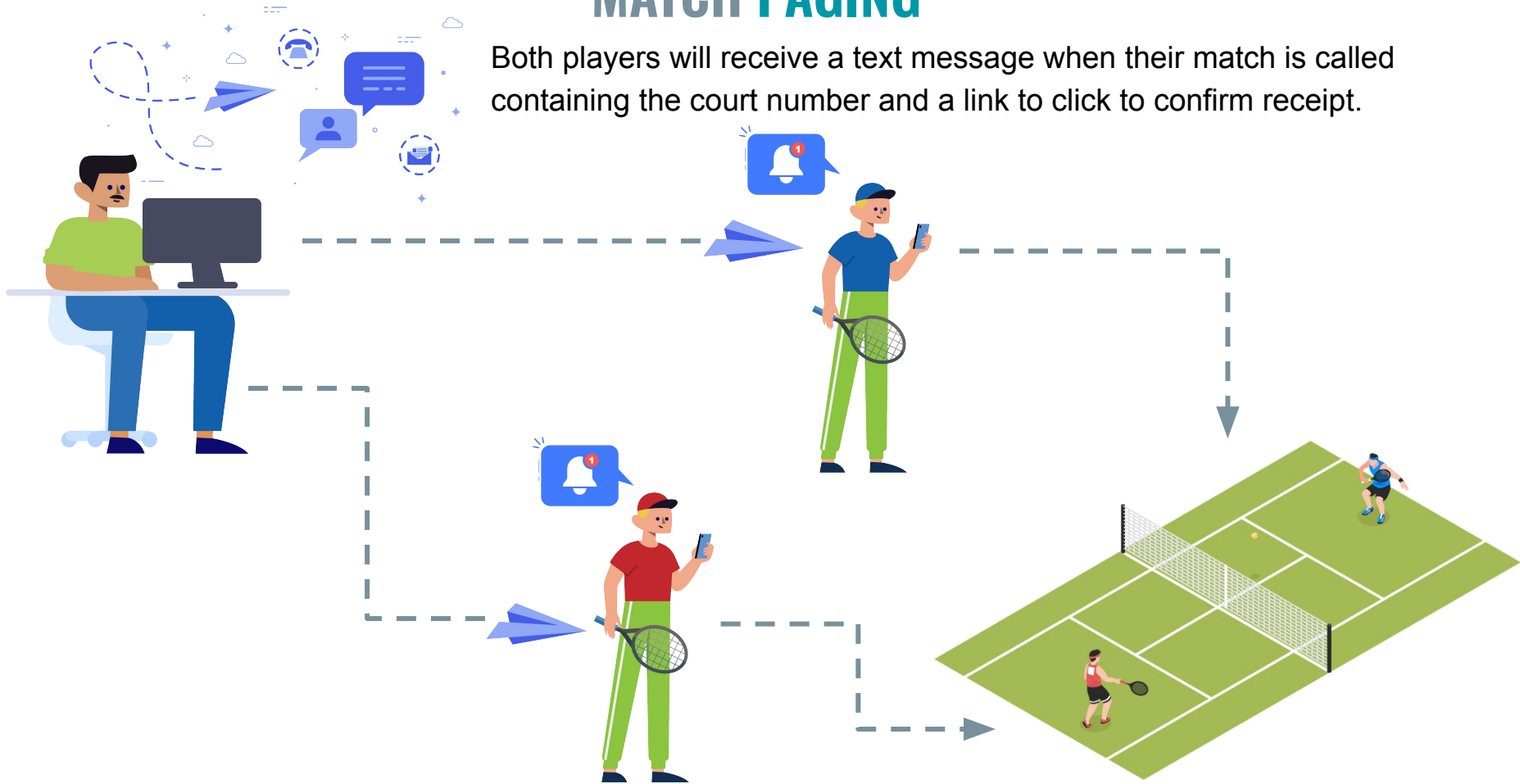
After clicking
verify your confirmation date
and match check-in
timestamp



**HOW YOUR
MATCHES WILL BE
CALLED AFTER YOU
HAVE CHECKED IN**

MATCH PAGING

Both players will receive a text message when their match is called containing the court number and a link to click to confirm receipt.



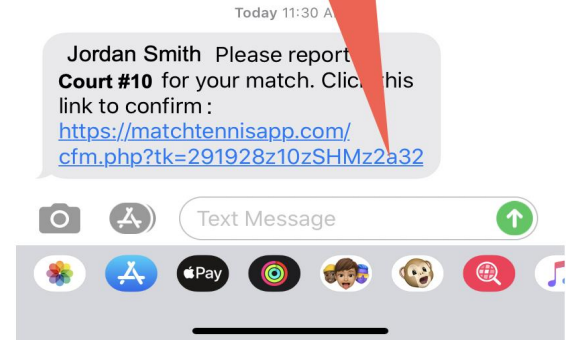
MATCH PAGING

Both players must click the blue link to verify they received the match page and are reporting to their assigned court to begin play.



You will receive a text message when your court is called for your match.

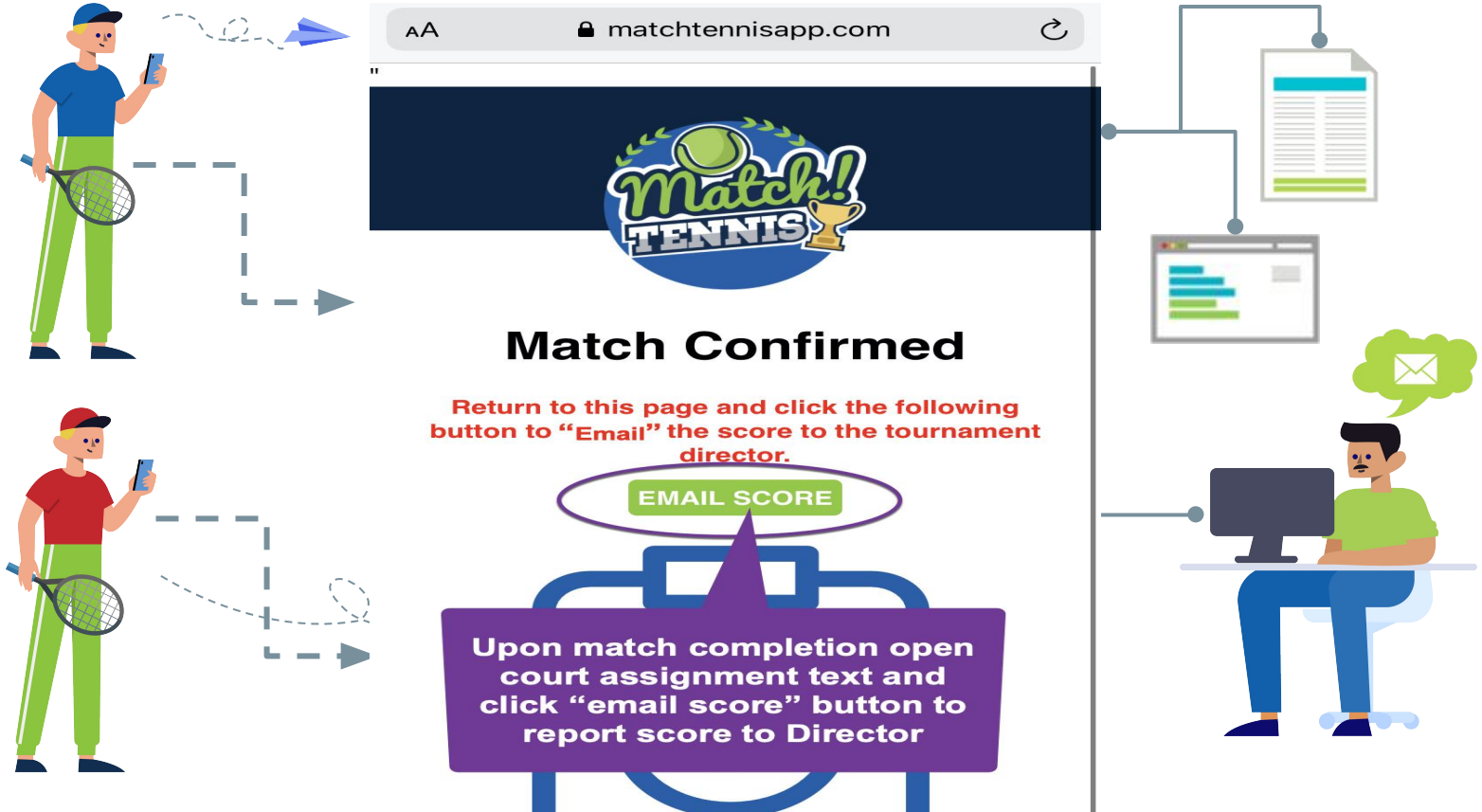
Make sure to click the blue link to confirm you received and are headed to your court!



**HOW TO REPORT
YOUR SCORE
AFTER EACH
MATCH**

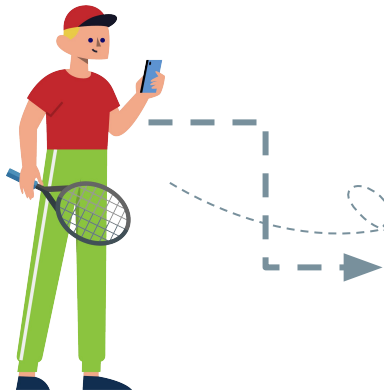
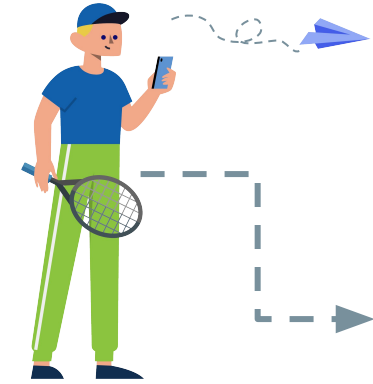
REPORT MATCH SCORE

After receiving your court assignment text click the blue link to confirm and you will see the “match confirmed” page with a button to “Email Score” after the match so you don’t have to go to Desk!



REPORT MATCH SCORE

After the match, both players Click the “Email Score” button to report score. **Include your name, who won, and the score.** Report the score on your mobile device **BEFORE** leaving the COURT!



Cancel

ScoreReport CourtNo:10 Site:SHM
PlayerName: Jordan Smith



To: **director@tournament.com**



Cc:

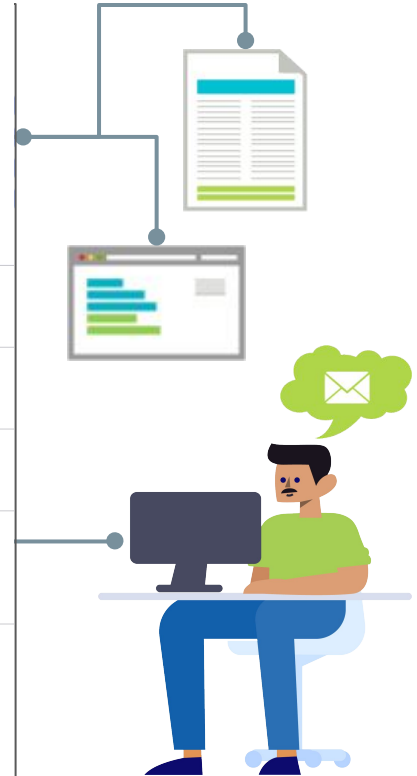
Bcc:

From: **player@tournament.com**

Subject: ScoreReport CourtNo:10 Site:SHM
PlayerName: Jordan Smith

Jordan Smith Defeated Mark Johnson 6-4, 6-3

Thanks
Jordan



Technical Support

For questions about using the Virtual Tournament Desk please ask your tournament director or contact support@matchtennisapp.com for assistance.