

Online League Management

Adding Players to your Team prior to the league season

Screen 1

The screenshot shows the LTA website interface for the 'Dunlop Gloucestershire Summer League 2014'. The 'Teams' tab is selected in the navigation menu. The 'Event filter' is set to 'Men's Doubles'. The table below lists the teams and their details.

Team	Club	Club number	Draw	Number of Players	Male players	Female players
Aston Ingham	Aston Ingham	GLO005	Men's Doubles - Division 3A	0	0	0
Beckford A	Beckford Tennis Club	GLO001	Men's Doubles - A Premier	0	0	0
Beckford B	Beckford Tennis Club	GLO001	Men's Doubles - Division 1B	0	0	0
Beckford C	Beckford Tennis Club	GLO001	Men's Doubles - Division 3B	0	0	0
Beckford D	Beckford Tennis Club	GLO001	Men's Doubles - Division 5A	0	0	0
Bourton Vale A	Bourton Vale	GLO003	Men's Doubles - Division 3A	0	0	0
Bourton Vale B	Bourton Vale	GLO003	Men's Doubles - Division 5B	0	0	0
Bredon A	Bredon	GLO004	Men's Doubles - Division 3A	0	0	0
Bredon B	Bredon	GLO004	Men's Doubles - Division 5A	0	0	0
Cam & Dursley A	Cam & Dursley	GLO052	Men's Doubles - Division 1A	0	0	0

1. Select **Teams** tab in menu
2. Choose the event the team is playing in from the **event filter**
3. Select the **team** from the list

Screen 2

The screenshot shows the LTA website interface for the 'Dunlop Gloucestershire Summer League 2014'. The 'Teams' tab is selected in the navigation menu, and the 'Players' tab is selected for the 'Beckford A' team. The 'Players' tab is highlighted in the navigation menu.

Team: Beckford A (187)

General Events Matches Standings **Players** Statistics Player statistics

Name: Beckford A
Team number: 187
Club number: GLO001
Club: Beckford Tennis Club
Contact: Simon Filiatrault
Phone (mobile): 07999 770787
Email: beckford4tennis@tiscali.co.uk

4. Select the **Players** tab

Screen 3

The screenshot shows the LTA British Tennis website interface. At the top, there are logos for LTA BRITISH TENNIS and AEGON. Below the logos is a search bar and a 'Tournaments' dropdown menu. The main content area displays the tournament title 'Dunlop Gloucestershire Summer League 2014' and the team 'Beckford A (187)'. A navigation menu includes 'Organization', 'Draws', 'My matches', 'Matches', 'Comments', 'Clubs', 'Teams', 'Locations', 'Find', 'Members', and 'Regulations'. The 'Players' tab is selected, and the 'Add players' button is highlighted with a red box.

5. Click the **Add Players** button

Screen 4

The screenshot shows the 'Add players' dialog box overlaid on the website. The dialog box has a 'Filter:' input field at the top. Below it, there are two columns: 'Available players:' and 'Selected players:'. The 'Available players:' list includes names and IDs such as 'McINTYRE, Findlay (M, 108653954)', 'McMullan, Derek (M, 104959067)', and 'Morrow, James (M, 102249085)'. The 'Selected players:' list currently contains 'Morrow, Christopher (M, 103368164)'. There are 'Add>>' and '<<Remove' buttons between the lists, and 'Save' and 'Cancel' buttons at the bottom. The 'Add>>' button is highlighted with a red box.

6. Select the **player** from the left hand list

7. Click **Add** to move the player

8. It is also possible to **filter** the list by typing the name into the **filter** box above.

9. Once you have found all you players in the lists click the **Save** button.

IMPORTANT:

If a player doesn't appear on the left hand side list, please ask the player to link themselves to their venue. A video on how to do this is available [here](#).