INSTRUCTIONS TO CREATE A TOURNAMENT SOFTWARE ACCOUNT AND SUBMITTING THE ONLINE ENTRY

In the view of minimizing the technical errors done by the players at the time of submitting the online entries through Tournament software, players are advised to follow the guideline mentioned as below.

- Part One Creating Account
- Part Two Submitting the Online Entry

Part One – Creating Account

• <u>Step 1 – Tournament Software Web page.</u>

tournament software	A → Q Search for tournaments, leagues, clubs or players					
🔒 Home	Your sport statistics, one place					
🕈 Tournaments						
𝕎 Leagues	TOYOTA Gazoo Racing Thailand International Ch Dim YONEX German Open 2023					
📙 Ladders						
🏳 Clubs	Tournaments TOURNAMENTS LEAGUES					
😤 Players						
🗠 Ranking	Recent This week Upcoming More -					
ιῗε LiveScore 2 ▼						
🛥 English	NorCal Youth Badminton Development League - 2023 Spring Season F&K Tournaments Fremont, U.S.A. 2/4/2023 to 5/13/2023					

Open your web browser and visit to <u>www.tournamentsoftware.com</u>



• <u>Step 2 – Signing Up for the account</u>



Click the SIGN UP and page will direct to the next page

	ALL BAR	
	tournament software	×
	Sign up	1 Martin Contraction
and the second second	First name	
	Middle name Last name	
	Select sport Badminton	·
	🛔 Login name	
	🛛 Email	
12人为社会大学会通知的社会	Password	
	Confirm Password	•
	I am at least 16 years old, or as a parent / guardian I hereby declare that I consent to the processing of my child's personal data for the purpose of creating an account. *	
	Areauy nave an account? Log in	
MARTIN CONTRACT		

Once click the Sign Up link page will directied to Sign Up page



• Step 3 – Fill up the details for sign up

♥ tournament software	>
Sign up	
First name Akila	*
Middle name Last name Sanjeewa Hettiarachchi	*
Select sport Badminton	\$
Login name Akila 7959	*
Email akilahettiarachchi7959@gmail.com	*
A Password	*
Confirm Password	*

Important :- Please use only three parts of the player's name as mentioned above. (Ex. If the Player's full name is "KOTTE HETTIARACHCHIGE DON AKILA SANJEEWA HETTIARACHCHI" use "AKILA SANJEEWA HETTIARACHCHI" as the first, middle and last names. First name should be the known name)

Players who are below age of 16 years, should use their parent's or gurdain's email in order to sign up to the Tournament Software.



After the Sign In process complete a confirmation email will receive to the email provided and you need to confirm the receipt of the same to activate the account. Once the account you will ask to log in to the account using the Login Name and the Password.



• <u>Step 4 – Completion of the account settings</u>



 \circ $\,$ Log in to the acount using the existing Login Name and the Password $\,$

Tournament	A C Search, last visited and my favorites	Akila Sanjeev	wa Hettiarachchi 州 🔸
V software	TOYOTA Gazoo Racing Thailand International Challenge 2023	VONEX German Open 2023	
🔒 Home			
S Tournaments	My profile My performance	My tournaments TOURNA	MENTS
🍸 Leagues			
📙 Ladders			
🏳 Clubs	АН		
😤 Players			
🗠 Ranking	Akila Sanjeewa Hettiarachchi Bedminton GENERAL	9	
الله LiveScore 2 -	TOTAL SINGLES DOUBLES MIXED	When you sign up for tournaments you can conveniently access them here. Enter no	DWI
🚐 English		SEARCH TOURNAMENTS	
	Win-Loss Career 0 / 0 (0)		
	This year 0 / 0 (0)		
	Facebook®		
	© Facebook® Account sign op		
	Timeline Welcome at www.tournamentsoftware.com	Screenshot saved	
	offer.	Tournamentsoftware.com has to Tournamentsoftware Chrome	re.com - Google

Once loged in you direct to account homepage and click the marked link to go to account setting and update the player's personal details as shown below.



• Updating the player's personal details

tournament	ه - م	Search							Aki	a Sanjeewa Hettiarachchi 树 🔹
tournament software	,⊳ • q									a Sanjeewa Hettiarachchi 🖽 👻
🔒 Home		Account settings		Address Fill in your address details			×			
Tournaments										
♥ Leagues				Address			1			76%
目 Ladders		complete your account		NO 1			- 1			completed
📁 Clubs				Colombo			- 1			
🛎 Players		Personal		Colombo				Edit Profile photo		
🗠 Ranking		Name:	Akila San	ZIP code	City					
ulit LiveScore 🛛 💈 🕇		Birthdate: Gender:	1/1/2000 Male	State	Colombo					
🛥 English		Address Address ZIP code: City: State: Country:		Country Sri Lanka		CANCEL SAVE		fide	AH	
		Contact Email: Phone: Phone (work): Phone (mobile):	akilahettia	arachchi7959@gmail.com				fide		

• Updating player's address

tournament software	,≜ ∼ Q Search		Akila Sanjeewa Hettiarachchi 👭 👻
Home Tournaments	Account settings	Address Fill in your address details	
y Tournaments Y Leagues I Ladders Clubs Ranking ak LiveScore English	complete your account Personal Name: Akila Sa Birthdate: 17/7200 Gender: Male Address	Address No 1 Address Colombo Address Colombo Zar code Colombo State Country Sri Lanka	Edit Edit Edit
	Address: 2P code: City State: Country: Contact Email: akilahet Phone: Phone (work): Phone (work): Phone (mobile):	CANCEL SAVE	f.de:



• Updating player's contact details

tournament	Account set				
V Software		Personal		Profile photo	
🔒 Home		Name:	Akila Sanj	Contact	
Tournamentr		Birthdate:	1/1/2000		
© roumaments		Gender:	Male		
				Email • Edit	
目 Ladders		Address		akilahettiarachchi7959@gmail.com	
📕 Clube		Address:	No 1	Phone	
r clubs			Colombo		
🛎 Players		ZIP code:	00100	Phone (work) 0711111111	
🗠 Ranking		City:	Colombo	t Dhone (mobile)	
h LiveScore 🕅 -		State:	Srilanka	Phone (modile)	
INE LIVESCOLE			SITCUTIKU		
📟 English				CANCEL SAVE Edit	
U		Contact			
		Email:	akilahettiar	achchi7959@gmail.com	
		Phone:	0711111111		
		Phone (work): Phone (mobile):	0/111111		
		Sport			
		Sport:	Badminton		
		Member ID:	SLBA1111		
		Club:	School Nam	ie, Colombo	
		Player level:	11 11		

Important :- Player below age of 16 years should use their parent's of Guardian's contact details to update the contact details.

tournament							AH -
v software	ZIP code:	00100					_
	City;	Colombo					
🔒 Home	State:		Sport				
Cournaments	Country:	Sri Lanka	Fill in your sport details	î		REMOVE PHOTO	
♥ Leagues	Contact		Sport	:	Edit		
目 Ladders		akilahetti	butmitten				
		07111111	Member ID	Club School Name, Colombo			
📁 Clubs	Phone (work)	07111111	SEBATIT	School Hume, colonioo			
100	Diseas (mobile)		Player level				
Players		<u>8</u>	Singles Doubles				
🗠 Ranking			11 X - 11 X	•			
🖓 LiveScore 🛛 🖬 🕶	Sport			CANICE SAIR			
a lander for each and a state of the second s	Spore			CAINCEL			
and second		Badminte					
Engiish		SLBATTT					
		School Nar	ne, Colombo				
	Player level:	11 11					
	Account						
	Login name:	Akila7959	(Edit)				
	Password:	******** (Edit)				
		3					
	REMOVE ACCOUNT						

• Updating player's sport, member ID and Club details

Important :- Players must obtain a valid Member ID in order to update the member ID. Entries with fake or invalid member ID's will be rejected. Please refer the special instruction guidelines published on the web site for more information.

Players from the same club or school should update the name of the club/school identically in same manner with the name of the located district or city. Players who submit entries without club should update their club name as District Association.

School level players are allowed to use their school name or club name. None of any player is allowed to use "SLBA" or "Sri Lanka Badminton Association" as their club name



• Updating player's profile photo

Players are advised to use their recent photograph as their profile photograph. (Please refer the wep page for the photograph spesification)

Part Two - Submitting the Online Entry

After completing the account opening and activation process players are allowed to submit entries online. Please follow the following steps to make the online entry.

• <u>Step one – Selecting the tournament</u>

More Image: Contrainers: 1 Image: Contrainers: 1 <t< th=""><th>tournament software</th><th><u>الم الم الم الم الم الم الم الم الم الم </u></th><th></th><th></th><th>Akila Sanjeewa Hettiarachchi 🔠</th></t<>	tournament software	<u>الم الم الم الم الم الم الم الم الم الم </u>			Akila Sanjeewa Hettiarachchi 🔠
Image: Company control in the second of	🔒 Home	Tournaments 2 (Q) learch for tournaments			60
I Lagges Previous week This week Next week Entry open Nearby Advanced search I Ludders I <th>S Tournaments 1</th> <th></th> <th></th> <th></th> <th></th>	S Tournaments 1				
I Ladders Clubs Players K Ranking My tournaments		or q Previous week This week Next week	Entry open	Nearby	Advanced search
Clubs Players Ranking Mr tournaments Image: triggen	📙 Ladders				
	P Clubs				
Kenking My tournaments ItveScore Image: Constraint of the second	😤 Players				
W LiveScore English English	₩ Ranking	My tournaments			
za tegian	uề LiveScore 2 -				
When you sign up for tournaments you can conveniently access them here. Keep up with relevant dates and information. Use the search bar to find a tournament and sign up for one now! You can create a favourite tournament or draw by clicking on the \heartsuit .	ual English	When you sign up for fournaments Keep up with releva Use the search bar to foil foil a You can create a favourite tourn	Nou can conveniently access them here. t dates and information. rumanet and sign up for one now ament or draw by clicking on the Q.		

Select the 'Tournaments' tab from the left side and type the name of the tournament in the search bar. Online entry lisk also published with the tournament Prospect as well.

tournament software	A	Akila Sanjeewa Hettiarachchi 🖉 🔹
🕈 Home	Summer Season 2023 Sri Lavka Badminton 10 Nowara eliya, Sri Lanka	3
♥ Leagues 月 Ladders	Overview Matches Players Draws Events Sended entries	
r Clubs ﷺ Players ⊯ Ranking ⊮ LiveScore ■ -	Organi Sri Lanka	zation
an English	Entry opens Frides 1200 AM (ddT +0530) Venue 70 Image: Comparison of the state of the stat	al Council Indoor
	General information Contact	t



Select the tournament wish to apply and click enter to create the online entry form.

• Step two – Onlne Entry Form

tournament software	▶ • Q Search	Akila Sanjeewa Hettiarachchi 🙌 🔹
n Home S Tournaments	Summer Season 2023 • Sri Larka Badretoto Te Kavara eliya, Sri Larka - 4/22/2023 to 4/30/2023	
🏆 Leagues		
自 Ladders		
P Clubs		×
📇 Players	Enter online	_
➡ Ranking	Entry deadline 44/2023 11:59 PM	INFORMATION
u∰ LiveScore 2 -	WRITED AWAR DEBORTH 4/11/2022 3:30 WW	
📲 English	Akila Sanjeewa Hettiarachchi Maie, 01 Jan 2000 (23) akilahettiarachch/9598gmail.com	
	Address No 1 Club: School Name, Colombo Address: No 1 Club: School Name, Colombo ZIP code: 00100 Member ID: SLBA1111 City: Colombo Country: Sri Lanka Phone: 071111111 Hermiter ID: School Name, Colombo	Change

Check my detail section befor select the events wish to participate.

tournament software	Enter online		AH - Î
 A Home S Tournaments 	•	Events Events are filtered by your gender (Male) and date of birth (01 Jan 2000).	
Y Leagues ⊨ Ladders ⊨ Clubs & Players		2 Select event 3 Select event 4 Select event	
낟 Ranking 과 LiveScore		5 Select event 6 Select event	
	0	Remarks	
		VITTHORAW BACK SUBMIT	
	o	, our helpdesk Social media	`

Select the eligible events from the drop down menue and complete the requird details to proceed.

Players who submit entry for dobule, please make a remak at the given space mentioning which player make the payment for the dobule entry. Remark must contain the name of the player with the player ID No who make the payment and name of the dobule partner with Player ID No.



Once the entru form submitted following message will be displayed and a cofirmation email will be received to provided email with entry details.





Important:

- Always update the profile with the Player Member ID provided by Sri Lanka Badminton Association. Playes are adviced to cross check their Member IDs from the list published on the web and those who does not have the Member ID must obtain the Member ID from SLBA.
- Pay attention when entering the name of the Club/School name. All the players from the same club or school shold update the name in identiclly same manner.
- A player must use only one account under is name to submit the enter. If any player submit two entries using different profiles, will result to reject both the entries and payment will not be refunded.
- After submitting the online entry, avoid sending entry manually which will result adding a duplicate entry. In such instances both entries will be rejected without refund.
- Payments related to the entry shold be done as per the instructions given in the prospect and Specail Instructions for Tournament Entries & Fees payment published on the SLBA website.

For further assistance please contact – Ms Himasha Chathurya +94 74 137 7203 it@srilankabadminton.lk

