



## Team Tennis Score Entry Process

- Schedules created in the Program by the Coordinator create the Match numbers used to record scores.
- Information setup in each flight screen creates the structure and parameters for entering scores.
- Captains/Coaches or co-captains need to log in to the Team Tennis program for the System to recognize them as eligible to record scores for Team Matches.
- Captains/Coaches are eligible to record scores only for those teams that they are listed as the Coach or Captain or co-captain.
- Scores can be entered for completed matches only.
- The first captain going in to enter scores will record the match results.
- The "other" captain will be able to review the results, and either "confirm" or "dispute" but not edit the scores entered.
- Only coordinators can edit or reset (delete) scorecards that have been entered.
- Standings are updated immediately when the match is first entered

Captains must login to Team Tennis to record Match Scores.

<http://tennislink.usta.com/TeamTennis/Main/Home.aspx>

### Steps for Recording Scores

1. Login to the program as a Captain. Enter your USTA membership number and Password and click Logon.



- The user is returned to the Team Tennis Home Page, under My Options – select Score entry

**Search By Team Name** - Find records by team name [Help](#) [Join the USTA](#) [Renew your Membership](#)

Team Name:

Division:

**View Program Stats & Standings** [My Profile](#)

USTA/Team Tennis Number:

Team Number:

Match Number:

[League Advanced Search](#)

[Championship Advanced Search](#)

Welcome [Program Coordinator](#) [Logout](#)

My Role(s)  
**1) Program Coord**

**My Options**

[Programs](#)

[Championships](#)

[Championship Mar Reports](#)

[Create New Program](#)

[Score Entry](#)


[Financial Reports](#)

To use TennisLink, cookies must be enabled in the user's browser. For more information, please go to your browser's help menu. To view reports you must

- Enter the Match ID for the match and click on **Next**

>> Enter Match Number

Enter Match Number:



A screen displays that will confirm the information about the teams playing the match. If this is not the correct match you can click on Re-enter and correct the Match ID.

Clicking on Print ScoreCard will display a blank scorecard that displays the names of players on both teams and can be printed.

Click Next to proceed with entering scores

>> Verify Match Number

Welcome **Program Coordinator**

Verify that the teams listed below played in

**Match #289479 in 2006 Premier Tennis League**

**Flight: Test Flight**

**smashes**

Vs.

**aces**

**Scores have not been entered for this match**

If Correct, choose "Next" to continue, if incorrect, select the "Re-enter" button.





The Scorecard displays with the number of singles and Doubles lines that were setup in the Flight setup page in the Program. The Scoring format and Match Win Criteria are also displayed and also comes from the Flight setup page in the Program.

Neither of these can be changed if Matches have been recorded.

The scores should always be entered from the perspective of the Winning Team.

4. Enter the date the Match was played.

>> Match Score Card

Match #289479 in 2006 Premier Tennis League

smashes [Team ID:704247347] Vs. aces [Team ID:704247346]

Date Scheduled: 06/19/2006 9:00 am Date Match Played(mm/dd/yyyy):

Scoring Format: Match Tiebreaker

Match Win Criteria: Games won

smashes*	aces	Winning Team Score	Result/Winner
<b># 1 Singles</b>			
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Result: Completed
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Winner: <input type="text"/>
<b># 1 Doubles</b>			
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Result: Completed
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Winner: <input type="text"/>

Cancel Next

5. Click on the drop down menu on each line. All players registered for that team are listed. Select the players from each team that played on that court.

>> Match Score Card

Match #289479 in 2006 Premier Tennis League

smashes [Team ID:704247347] Vs. aces [Team ID:704247346]

Date Scheduled: 06/19/2006 9:00 am Date Match Played(mm/dd/yyyy): 08/02/2006

Scoring Format: Match Tiebreaker

Match Win Criteria: Games won

smashes*	aces	Winning Team Score	Result/Winner
<b># 1 Singles</b>			
<input type="text"/>	Crystal Clark	<input type="text"/> - <input type="text"/>	Result: Completed
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Winner: <input type="text"/>
<b># 1 DOUBLES</b>			
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Result: Completed
<input type="text"/>	<input type="text"/>	<input type="text"/> - <input type="text"/>	Winner: <input type="text"/>

Cancel Next

6. Enter the scores from each match/court (from the winners' perspective).
7. Select from the drop down the most appropriate Result for the match from the list. Those entered are Completed Matches for the format.

Other Result Options are:  
 Retired - Enter score exactly as it was when the player retired, from the perspective of the no-retiring player.  
 Default - Enter players only for the team that showed up. No scores are entered.

>> Match Score Card

Match #289479 in 2006 Premier Tennis League

smashes [Team ID:704247347] Vs. aces [Team ID:704247346]

Date Scheduled: 06/19/2006 9:00 am Date Match Played(mm/dd/yyyy): 08/02/2006

Scoring Format: Match Tiebreaker

Match Win Criteria: Games won

smashes*	aces	Winning Team Score	Result/Winner
<b># 1 Singles</b>			
Ellen Andrews	Crystal Clark	6 - 2	Result: Completed
		6 - 4	Completed
			Retired
			Default
			Dbf Default
			Timed Match
<b># 1 Doubles</b>			
Meaghan Druffel	Chelsea Lee Harrison	4 - 6	Completed
Nicholas Joseph Driscoll	Michael Alan Brown	6 - 2	Winner: <input type="text"/>
		1 - 0	

Cancel Next



Double Default – No Players and No Scores are entered.  
Timed Match – Scores entered as they were when match play was suspended.

8. Select the winning team for each match - No winner is an option in many cases.

9. Once all match information is entered, review the data and click on Next to proceed to the Summary Page.

> > Match Score Card

**Match #289479 in 2006 Premier Tennis League**

smashes [Team ID:704247347] Vs. aces [Team ID:704247346]

Date Scheduled: 06/19/2006 9:00 am Date Match Played(mm/dd/yyyy): 08/02/2006

Scoring Format: Match Tiebreaker

Match Win Criteria: Games won

smashes*	aces	Winning Team Score		Result/Winner
<b># 1 Singles</b>				
Ellen Andrews	Crystal Clark	6	- 2	Result: Completed Winner: smashes
		6	- 4	
<b># 1 Doubles</b>				
Meaghan Druffel	Chelsea Lee Harrison	4	- 6	Result: Completed Winner: aces
Nicholas Joseph Driscoll	Michael Alan Brown	6	- 2	
		1	- 0	

Cancel Next

10. Review the information on the summary page, verify the correct players and scores have been entered and the totals are correct. If there is a problem, click on Re-enter to return to the previous page. If the match should not have been entered, click on Cancel. If everything is correct, click on Finish to complete the process and update the Standings.

The following message will confirm the process is completed successfully

> > Match Score Card

**Match #289479 in 2006 Premier Tennis League**

**smashes** [Team ID:704247347] **Vs.** **aces** [Team ID:704247346]

**Date Scheduled:** 6/19/2006 9:00 am **Date Match Played:** 8/2/2006

**Scoring Format:** Match Tiebreaker

**Match Win Criteria:** Games won

Winner	smashes*	aces	Winning Team Score	Result
<b># 1 Singles</b>				
<b>smashes is the Winner</b>	Ellen Andrews	Crystal Clark	6 - 2 6 - 4	<b>Completed</b>
<b># 1 Doubles</b>				
<b>aces is the Winner</b>	Meaghan Druffel Nicholas Joseph Driscoll	Chelsea Lee Harrison Michael Alan Brown	4 - 6 6 - 2 1 - 0	<b>Completed</b>

**Total Team Score:**

	smashes	aces
<b>Matches</b>	1	1
<b>Sets</b>	3	2
<b>Games</b>	20	17

**Scoring Format:** Match Tiebreaker

**Match Win Criteria:** Games won

smashes\*

Andrews

in Druf  
s Josep

1 - 0

**Microsoft Internet Explorer**

Your request has been submitted successfully.

OK