



*... the fastest and easiest way
to create and share
league and tournament information!*

ADDING AN END-OF-SEASON PLAYOFF

(V003)

1 - Manage Events (Create Bracket)

From **Create Events**, click **Create Bracket**. If you are already in the division you are working on, you will default to that division bracket. If not, choose your division.

The screenshot displays a software interface for managing events. At the top, a blue navigation bar contains the following menu items: 'Create Events', 'Update Events', 'Tools', 'Setup', and 'Online Registration'. Below this, a vertical sidebar on the left lists several options: 'Manage Events', 'Teams', 'Time Slots', 'Create Schedule', and 'Create Bracket'. A blue arrow points to the 'Create Bracket' option. The main content area shows a form for creating a bracket, with '2018-2019' and 'Basketball' selected in dropdown menus. A 'Define Sub-Events' button is visible. On the right side, there are controls for 'Options', 'Order' (set to 1), a 'Public' status indicator (a green checkmark), and a 'Delete' button. A 'Save Changes' button is located at the bottom right of the form area.

2a - Create Bracket

Create Playoff Bracket

8U Girls
Winter 2018-2019 - Basketball

Define Sub Events

Submit

Single Elimination

Insert **Insert Seeds**

Insert All Teams

This tournament bracket does not yet have any teams defined.

Submit

Add a team

<input type="text" value="1"/>	<input type="text" value="Display Team As..."/>
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Choose the bracket style.

Choose how many teams make the playoffs, then click the **Insert Seeds** button.

If every score has been posted for the season, the **Insert All Teams** button will be enabled to replace generic seed names with real team names.

2b - Create Bracket

Insert

Order	Team Name ?	Swap	<input type="button" value="Delete"/>
<input type="text" value="1"/>	<input type="text" value="#1 Seed"/>		<input type="checkbox"/>
<input type="text" value="2"/>	<input type="text" value="#2 Seed"/>		<input type="checkbox"/>
<input type="text" value="3"/>	<input type="text" value="#3 Seed"/>		<input type="checkbox"/>
<input type="text" value="4"/>	<input type="text" value="#4 Seed"/>		<input type="checkbox"/>
<input type="text" value="5"/>	<input type="text" value="#5 Seed"/>		<input type="checkbox"/>
<input type="text" value="6"/>	<input type="text" value="#6 Seed"/>		<input type="checkbox"/>

The order of the seeds can be manually changed.

Team positions in the bracket can be manually changed using the **swap arrows**.

Team names can be manually changed.

2c - Create Bracket

Click **Edit Schedule** to insert game times, dates, and locations.

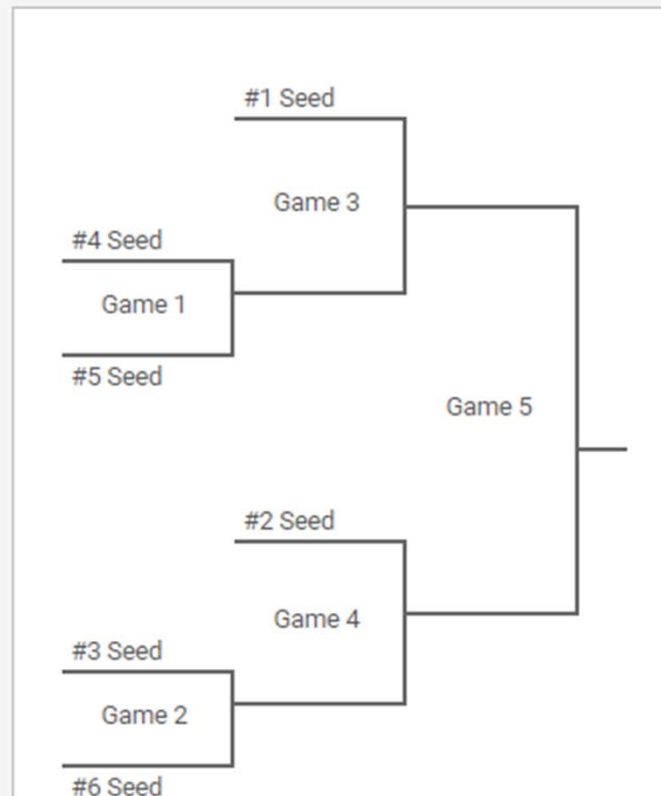
The game numbers may be changed. (Sometimes needed to match other predefined brackets.)

Click [Edit Schedule](#) to enter game dates, times and locations.
Click [Post Scores](#) to edit game results.

Custom Bracket Game Numbering

-- Use Standard ▾

[Edit](#) [Delete](#)



3a – Edit Schedule (Playoffs)

Click **Advanced Options** to enter game details for multiple games at once.

Add comments or highlighting to games.

The screenshot shows a web interface for editing a playoff schedule. At the top, there are three green buttons: "Advanced Options", "Change Bracket or Seed Teams", and "Show/Hide Game Comments". Below these buttons is a bracketed schedule diagram. The diagram shows a bracket with "#1 Seed" at the top and "#4 Seed" at the bottom. "Game 3" is in the center, "Game 1" is on the left, and "Game 5" is on the right. Each game has a "Date" and "Time" input field. A dropdown menu is visible below the "Time" field for Game 3. Blue arrows point from the text annotations to these specific fields.

Select the Location for each game.

Enter the Date and Time for each game.

3b – Edit Schedule (Advanced Options)

Advanced Options | Change Bracket or Seed Teams | Show/Hide Game Comments

Game QuickSet ?

Set all games from # 1 to # 5

Date: 11/10/18 | Time: 8 a | Interval (mins): 60

Avoid conflicts with existing games

-- Select Location(s) --
ACC Gym 1
Complex - Field 1
Complex - Field 2
Complex - Field 3

CTRL + Click to select multiple

Set Info | Erase Info

Locations used by this tournament ?
All Locations | Limit Locations

Choose the range of games to be changed.

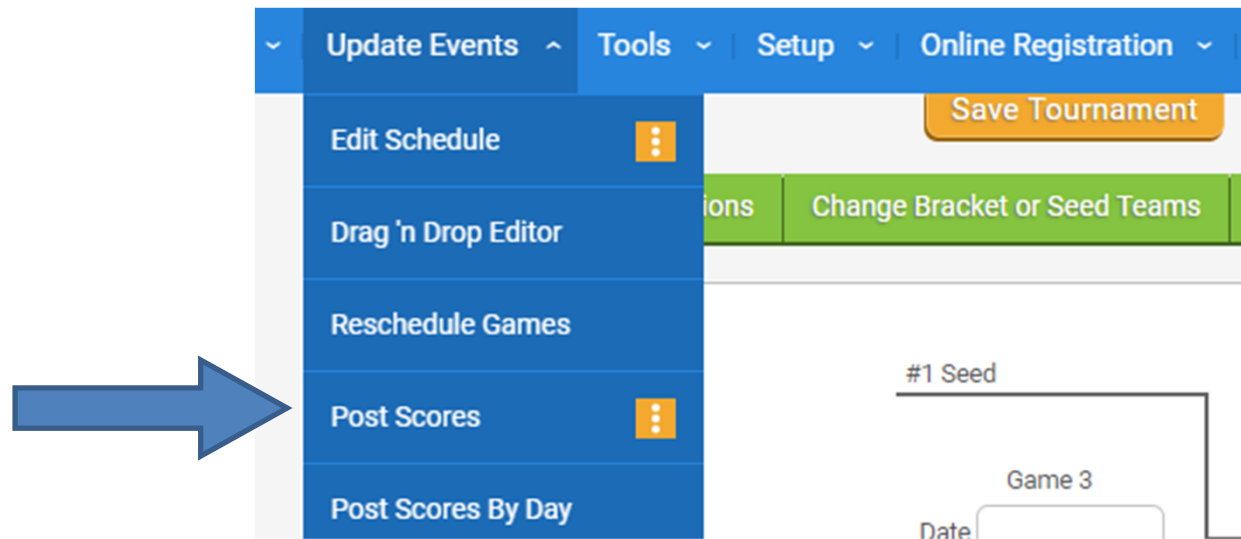
Choose the starting date.

Choose the start time. The time format is flexible, from the full "7:45 PM" to simply "8 a" to mean 8:00 AM.

Choose the time interval from the start of one game to the start of the next game.

Click **Set Info** to change the games.

Posting Scores - Playoff



To post scores to your bracket from any page, go to **Update Events** and click **Post Scores**.

Posting Scores - Playoff

Insert scores for each game, then click **Post Scores**. Winners and losers will automatically advance as defined by the bracket.

The interface shows a playoff bracket with the following elements:

- Post Scores** (orange button)
- Show/Hide Game Comments** (green button)
- 5th** (green button) and **#5 Seed** (input field)
- #1 Seed** (input field)
- Game 1**: Sat 11/10/18, 5:00 PM, Complex - Field 2. Below it is the **#5 Seed** input field with the value **29**.
- Game 3**: Sat 11/10/18, 6:00 PM, Complex - Field 1. Below it is the **#4 Seed** dropdown menu and an empty input field.
- Game 5**: Sat 11/10/18, 8:00 PM, Complex - Field 2.
- select winner -** (dropdown menu) and an empty input field.
- #4 Seed** input field with the value **34** and a question mark icon.

Blue arrows point from the text on the left to the **#4 Seed** input field and the **Game 1** details.