

## Add Match



[Manage Teams & Schedules](#) | [Manage Users](#) | [All League Report](#) | [League Contacts](#) | [Team Report](#)

[Sac State](#)      [View Roster](#)      [Add Match](#)


Profile  
League Fees Paid: No [Mark Fees Paid](#)  
Roster Certified: No [Mark Roster Certified](#)

Schedule					
Edit	Date	Time	Opponent	Location	Result
* = League Match <b>BOLD</b> = Home Match					

Click the Add Match Link on the top right of the page. You should only be adding **league** matches if you are the home team. The system will automatically add the match to the Visiting teams schedule when you add yours. All other tournaments and non-league matches, even if it is against a league opponent must be entered by both teams.

Match Type:

Opponent:

Date:  

Time:

Location:

Home Match:

Select the match type from the drop down. Then select your opponent. The Opponent dropdown will only contain teams in your league. Select the date of the match. Time in HH:MM AM/PM format.

Once you are done click Submit. If you made a mistake you will be able to back and edit the match on the next page. You will also be able to add another match within that page as well. If you need to edit the match at any time login and go to your schedule and click the pencil button to edit.

## Report Score

The home team for a league match will report the score first. The link will show up in your schedule on the day of the match. When entering tournaments and non-league the link will be up immediately on save of the match.

Schedule					
Edit	Date	Time	Opponent	Location	Result
	10/24/2009	7:00PM	* <b>Santa Clara</b>	Sacramento State	<a href="#">Report Score</a>

\* = League Match    **BOLD** = Home Match

Click the match you want to report. Verify all information on the screen to make sure all information is correct. Confirm the team is the right one you are reporting the match for. You will be presented with the following screen. When entering the score the home team will always be on the left, visiting team on the right. Enter the corresponding scores **by the team** not with match winning team first. Think of it as the Home team will always have their scores entered in the first column, Visiting on the right no matter what the outcome of the match was. Double check all scores to make sure you have the right scores with the right team.

Nominate up to two people from the Visiting team for All-League. When you click the Add a Nomination the page will refresh with all players from the opposing team in a drop down and their number. If you don't want to nominate anyone there will be a No Vote player with a 0. Click submit results. On your schedule the match will now have a link for pending approval. This will be there until the Visiting looks over the score and approves it. Your record will not be updated until this has been completed

Division **Men's Division I** Match Date 10/24/2009  
Team **Sac State** Opponent **Santa Clara**

**Add a Game**

Sac State vs. Santa Clara		
Game 1:	0 - 0	<b>Remove Game</b>
Game 2:	0 - 0	<b>Remove Game</b>

Nominate up to two players from the **opposing** team for All-NCCVL honors.

**Add a Nomination**

**Submit Results**

**Note: do not enter games or scores for the league mini tournament for all divisions and league. This will be entered by the tournament director.**

Schedule					
Edit	Date	Time	Opponent	Location	Result
	10/24/2009	7:00PM	* Sac State	Sacramento State	<a href="#">Approve Score</a>

If you are the Visiting team please write down the scores before you leave the match. Check frequently on the site for the schedule to be reported when it is you will see a link on your schedule called “Approve Score.” Click the link

Verify the scores. Remember the Home team is on the left Visiting team is on the right. If the scores are accurate then click submit results. If not click disapprove and the score will be put back in the Home teams menu to edit. Please make sure that scores are correct. If you click submit and they are wrong you will need to email Website Admin to delete the game and add it again. This takes time and is very hard to do. Remember to add All-League nominations. If you don’t want to vote select no vote.

**NCCVL MATCH SCORE REPORT (pending approval)**

Division **Men's Division I** Match Date **10/24/2009**

Team **Sac State** Opponent **Santa Clara**

Sac State vs. Santa Clara

Game 1: 25 - 0  
 Game 2: 25 - 0  
 Game 3: 25 - 0

Nominate up to two players from the **opposing** team for All-NCCVL honors.

[Add a Nomination](#)

## Roster Management

Login and click your team name. On the top you will see a “View Roster” link. This interface is just like scheduling. When you want to add a player click the “Add Member” Link. You also see this interface to add contact information for the club president, coaching staff, and Recreational Director. It is very important that we have all the contact information in these fields as we need them to be able to contact coaches and University Staff. You can be entered twice if you are a officer or player coach for your club. Once for the contact info and once for the Roster. Click submit when finished. Do

this for every player in your club. Please make sure to add player "No Vote" with the number 0. This will be used to submit no vote for All League in a match

Role:	<input type="text" value="Player"/>
First Name:	<input type="text"/>
Last Name:	<input type="text"/>
Number:	<input type="text" value="0"/>
Height:	<input type="text" value="5'0"/>
Year:	<input type="text" value="FR"/>
Position:	<input type="text" value="LIB"/>
Hometown:	<input type="text"/>
<input type="button" value="Submit"/>	