

Configuration

Team Nomination Categories

[+ Add New Team Nomination Category](#)

TEAM NOMINATION

Reports

Configuration

Allocate to Grades

Team Nomination Forms

Team Nomination Categories

Title	Price - New	Price - Existing	
7s Senior Mens	\$200.00		Edit
7s Junior Boys	\$50.00		Edit
Aru demo	\$100.00		Edit

Total Records: 0

1.

Click the **Add New Team Nomination Category** link to add a new nomination category or click the **Edit** link for a particular category to edit the nomination category.
2.

Enter the details as per the table below.
3.

Click **Update** to save changes.

Team Nomination Category Edit

[← Back to Team Nomination Categories](#)

*Denotes a mandatory field.

General Settings

Category Name *

7s Senior Mens

Grade Type

Select Grade Type ▼

Entry Costs

Price - New Team

200.00

Price - New Early

Price - New Late

Entry Settings

Max Entries
(leave blank to indicate an unlimited number available)

0

Playing Times

Available Playing Times

SUN 3:00AM

Add ->

Add All ->>

<- Remove

<<- Remove All

Selected Playing Times (Count:0)

Move Up

Move Down

Update

Category Name

Name of nomination category.

Grade Type	The new category needs to fall under one of the following 9 grade types: Select Grade Type ▼ Select Grade Type Senior Mens Senior Womens Junior Boys Junior Girls Veterans Mens Veterans Womens Senior Mixed Junior Mixed Veterans Mixed
Entry cost (PPrice - New Team, New Early, New Late)	Enter price for New Team, New Early and/or New Late - leave the field blank if it is free.
Entry Settings - Max Entries	Leave blank for an unlimited number of entries. Enter a whole number between 0..999 to restrict the number of entries.
Selected Playing Times	Configure the playing times using the Add->, Add All=>, <- Remove and <=Remove All buttons. Use the Move Up and Move Down buttons to sort the playing times list.

Step 2 - Create Team Nomination Forms

Team Nomination Forms

 Add New Team Nomination Form

TEAM NOMINATION

Reports	Configuration	Allocate to Grades
Team Nomination Forms Team Nomination Categories		

Name	Entry Open Date	Entry Close Date	Teams Allocated	Teams Unallocated	
VIVA7s 2015	24 Sep 15	1 Apr 16	0	0	Edit
Junior Gold Cup	16 Oct 15	26 Feb 16	0	38	Edit
VIVA7s			0	4	Edit

Total Records: 0

1. Click the **Add New Team Nomination Forms** link to add a new nomination category or click the **Edit** link for a particular category to edit the nomination form.
2. Enter the details as per the table below.
3. Click **Update** to save changes.

*Denotes a mandatory field.

General Settings

Entry Name *	VIVA7s 2015
Season for nominations	2015 ▼
Previous season nominations *	2015 ▼
Entries Open Date *	24/09/2015  09 ▼ : 00 ▼

Entry Name*	This name is used to group nomination forms. It is used on the Team Nomination - Reports screen to group nominations.
Season for nominations	Select the appropriate season from the dropdown list. Remember to check that the season you select has been activated (See Current Season in Competition Settings).
Previous season nominations*	The previous season used for nominations needs to be indicated so that system can define returning teams.
Entries Open Date*	Click on the Calendar icon or enter the date from which on the nomination process can start i.e. child/affiliated organizations can view and nominate teams. If you want the nomination form to be available immediately upon the form being created, ensure the date/time nominated is equal to or prior to the current date/time.

*Required field.

Dates

Entry Dates	* Entries Close:	01/04/2016  23 ▼ : 59 ▼
	Early Bird Close:	☐ 20/04/2016  00 ▼ : 00 ▼
	Late Entry Begin:	☐ 20/04/2016  00 ▼ : 00 ▼

Entry Dates	Entries Close date/time is a required field. Early Bird Close and Late Entry Begin are optional fields. If you enter an Early Bird Close or Late Entry Begin date, the checkbox for that entry will automatically be selected. If you subsequently choose not to use this field, you can uncheck the option.
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Team Participants

Allow Player Nomination	☒
Min Player Num	0
Max Player Num	0
Player Text Field 1 Name	
Player Text Field 2 Name	
Player Text Field 3 Name	
Player Text Field 4 Name	

Instructions - Entry Page	
Notes - Entry Page	
Notes - Reports Page	
Nomination Form Display Options	☒ Team Name ☐ Team Coach ☐ Team Coach2 ☐ Team Coach3 ☐ Team Manager ☐ Home Venue ☒ Draw Preference ☐ Draw Requests ☐ Preferred Starttime

Introduction	Enter brief introduction of the nomination process. For example, nominating the best teams to the national champion league. These lines will appear at the Introduction page when a child organization submits a team. Though it is not a mandatory field, it is highly recommended that this is entered.
Instructions - Entry Page	Discretionary instructions - entry page.
Notes - Entry Page	Discretionary notes - entry page.
Notes - Reports Page	Discretionary notes - reports page.
Nomination Form Display Options	If the following options are checked, they will appear at the team nomination entry by a child organization. These are optional and used to collect additional information about team nomination. • Team Name • Team Coach, Team Coach 2, Team Coach 3 • Team Manager • Home Venue • Draw Preference • Draw Requests • Preferred Starttime

Categories

Default Category (applies to team lodgement process only)

--No Default/Not Applicable-- ▾

Categories

Available Categories

Add ->

Add All ->>

<- Remove

<<- Remove All

Selected Categories (Count:0)

Move Up

Move Down

Update

Default Category	Select if you want the category to appear in all team lodgment forms for selecting.
Categories	Configure the Selected Categories using the Add->, Add All=>, <- Remove and <=Remove All buttons. Use the Move Up and Move Down buttons to sort the Selected Categories list. If there are no Available Categories, go to Step 1 above and create new categories.