

Grade Management

Organisations can access the list of Grades within the current Association and create new Grades and/or edit Grades at any time.

By default, the list displays active Grades only. Inactive Grades can also be displayed by clicking the **Show Inactive Grades** checkbox.

Grade Management ?

[Add New Grade](#) [Re-order Grades](#)

Current Season: 2018

☐ Show inactive grades

Name Filter

Apply

GRADE NAME	SORT ORDER	GRADE STATUS	NUM. TEAMS	TASK STATUS	TASKS	COPY	EDIT	DELETE
2018 a grade	0	ACTIVE	0	TA✗ TS✗ FX✗ LA✗	⋮			
2018 test grade	0	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL Championship	1	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL Division 1	2	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL 19 & Under	3	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL Pre-Season - Championship	4	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL Pre-Season - Division 1	5	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			
VNL Pre-Season - 19/U	6	ACTIVE	10	TA✓ TS✓ FX✓ LA✓	⋮			

Adding/Editing Grade details

Click the **Add a new Grade** link above the Grade list, or select the **Edit** link for a particular Grade to open the **Grade Edit** screen where the Grade can be configured further.

Grade Details - Grade settings

Grade Edit ?

[+ Add Another Grade](#) [↶ Back to Grade Manager](#)

Grade: 2018 test grade

[Grade Details](#) [Allocate Teams](#) [Team Settings](#) [Season Settings](#) [Ladders](#) [Pools](#)

Grade settings

Grade Name

*

2018 test grade

Grade Short Name (20 chars max)

Active

☒

Grade Sort order

0

Grade Type

*

Senior Womens

▼

Age Qualification

Measurement Date

Min. Age (0-100)

0

Max. Age (0-100)

100

Default match start time

12:00 PM

(hh:mm AM/PM)

Umpire Allocation Organisation

VNL (current organisation)

▼

Automatically update match status to Official when match status is Confirmed

☐

Set match status to Confirmed (not Official) when entered by Competition Manager

☐

Fixture sort order

☒ By Round

☐ By Date

Require coach selected with team

☐

Allocated Umpire Visibility

☒ Always

☐ Never

☐ Auto

0

hours from match start

Grade Name *	Enter a unique name for the Grade. This will display as the Grade name throughout the site. Grade names may be changed after being created, however this will change the name for all seasons. If you wish to refer to the Grade by the old name for previous seasons, you should create a new Grade for the new name. It is not necessary to create a new Grade for a new season if the Grade name is unchanged.
Grade Short Name	A unique shorter (20 chars max) name for the Grade. This is used in certain reports - e.g. when sending certain SMS notifications where the message length is limited.
Active	Check the box if the Grade is active (i.e. if matches are still played in this Grade). This setting only affects Grade lists in the administrative section of the site, all Grades from previous seasons still display on the public section of the site regardless of whether the Grade is Active or Inactive.
Grade sort order	This affects the order in which the Grades are presented in dropdown lists on the site (where the site is customised for an Association). Where the site is customised for a Club, the Club may specify a sort order that will override this setting.

Grade Type *	Select the type that best describes the participants of this grade.
Age Qualification	Where there is a maximum and/or minimum age limit for the Grade, enter the date of birth as follows : dd/mm/yyyy  The DOB values must be updated every season. Players selected in teams where age restrictions apply who do not meet the age requirements will be listed in the Ineligible players in Grades with age restriction exception report.
Default match start time	Matches created under this Grade will use this as the default start time. Leave blank if no default is required, or if the start time is not applicable.
Umpire/Referee (Match Official) Allocation Organisation	Choose which organisation performs Umpire/Referee allocations for this Grade. Usually this will be the current organisation, however if a parent organisation has been configured to do allocations on behalf of the current organisation, this can be selected here.  Only one organisation can do allocations for a particular Grade.
Club championship weighing factor	If the association has enabled a club championship ladder, this value weights the ladder points for this grade. Set to zero to exclude the current grade from club championship.  This feature is not available to all Sports.
Automatically update match status to official when match status is confirmed	By default, the match result is not made official until the match is 'locked' within the <i>Review Results</i> screen. Check this option to automatically make the match result official as soon as the results are confirmed by one of the competing teams.
Set match status to confirmed (not Official) when entered by Competition Manager	By default, the match result is not made confirmed (not Official) when the result is entered by the Competition Manager. Check this option to automatically make the match status confirmed (not Official) as soon as the results are entered by the Competition Manager.
Fixture sort order	Select to display the Fixture by round or by date.
Require coach selected with team	If checked, this requires squad set up with coach information.
Allocated Umpire Visibility	• Always - Umpire/Referee (Match official) name will display for all games within the Grade (Default option). • Never - Never display an Umpire/Referee's name for all games within the grade. • Auto - Automatically show the Umpire/Referee's name within a specified number of hours before or after the start of the match. This value can be between -250 and 250, with a negative amount resulting in the name being displayed before the match has started, and a positive number resulting in the name being displayed after the match has started.

*Required Field.

Match result entry settings

Match result entry settings

Prevent match results entry by clubs
☐

Number of hours to enter match result ⓘ

- Prevent match results entry - check to prevent any match results being entered for this Grade.

- Number of hours to enter match result: The match score entry is considered late if the match result is still not entered after the specified number of hours have passed, starting 6PM on the last match day. If the entry is late, it will show up on exception reports.

Player Score Entry settings

Player score entry settings

Prevent entry of player scores/statistics ☐

Player score entry locked when match is made official ☐

Allow teams to enter opposition player scores ☐

- Prevent entry of player score/statistics - check to prevent any player scores from being entered for this Grade.
- Player score entry locked when match is made official - If checked, entry or update of player scores is not possible after the match result has been made official (i.e. the match has been 'locked' from the Review Results screen).
If unchecked, there is no restriction on player score entry, however, exception reports can indicate late entry, or entry after the match score is made official.

Copy Grade

Grade Management ?

[Add New Grade](#) [Re-order Grades](#)

☐ Show inactive grades

Name Filter

Apply

GRADE NAME	SORT ORDER	GRADE STATUS	NUM. TEAMS	TASK STATUS	TASKS	COPY	EDIT	DELETE
2018 a grade	0	ACTIVE	0	TAX TSX FXX LAX				
2018 a grade (copy)	0	ACTIVE	0	TAX TSX FXX LAX				

Grade can be duplicated by clicking on the **Copy** icon for a particular Grade.

Delete Grade

Grade Management ?

[Add New Grade](#) [Re-order Grades](#)



Item(s) deleted successfully

☐ Show inactive grades

Name Filter

Apply

GRADE NAME	SORT ORDER	GRADE STATUS	NUM. TEAMS	TASK STATUS	TASKS	COPY	EDIT	DELETE
2018 a grade	0	ACTIVE	0	TAX TSX FXX LAX				

Click the appropriate **Delete** link on the **Grade Management** page. Only Grades that have neither match data entered, nor ladders attached, can be deleted.

In other cases, the Grade can be made Inactive (by editing the Grade and clearing the Active checkbox).