



Create Play-Off tournament (no group play)

2020-04-16

You need to create a new portal and you do this here (click settings top left corner):



Create a new portal

Create up your tournament, series or event by clicking the 'Create new portal' below. You have the option to add additional useful information.

CREATE NEW PORTAL

Select Playoff Tournament:

Create new portal

Choose what type you want to create ?

Tournament / Cup

Event - NO GAMES, just registrations

PLAY OFF tournament

Atergà

Fill in tournament information:

Create playoff tournament

Create Playoff Tournament ?

By clicking on Create Portal you create a space on the web server for your playoff tournament. Applications for your tournament can be from the web. You can then import the registered teams, export classes, the draw and match results to the web. These features, are select from the menu at appropriate times.

Name of Playoff Tournament:

Place of event:

first and last date: -

Email address for enrollments received on the web:

Additional email address:

Type of Sport: **Other** ?

Indoor tournament: ?

Type of layout: Carousel ? Social ? ?

Results registered via mobile: ?

Activate MyTeam registration portal: ?

Personal participation: ?

Team lineup on tournament-site: ? Show player line up in game info: ? Edit player line up in game info: ?

Also choose what type of sport it is about:

Other

--- select sport ---

Padel

Dart

Tennis

Badminton

Table tennis

Other

If you have created similar tournaments in the past, you can choose to copy from that cup and do not forget to close the registration form for the old event so that it does not mix with new registrations.

Copy from previous tournament

You have the option to copy the menu options, colors and settings from previous tournaments on the web. Additionally, you can under **Other cupadministration** copy age groups if desired afterwards, when it comes time for the planning of the groups and playoffs.

Select tournament to copy from:

Copy the homepage Copy the banners:
 Copy menu options Copy the registration form:
 Copy MyTeam settings and templates:

Close registration from a previous tournament

To avoid the mistake of clubs signing up for last year's tournament, you can choose from the list tournament what can be closed for registration. Additionally, a link is added automatically from the old to the new tournament.

Select tournament to close registration for:

[Return](#) [Create portal](#)

When this is done you have a new website for the cup. You will find a more detailed manual for starting up, designing a website and registration form here:

https://www.procup.se/adm/docs/Quick_start_guide_ProCup_ENG.pdf

To create game schedule for the Playoff Cup, go to the Planning phase and create match schedule:

Design and settings Referee management Register phase **Planning phase** During tournament days MyTeam adm_menu_plan

34032: PO-cup (PLAYOFF)

SolidSport Live stream matches and make money - [Click here for more info](#)

<p>2: Group settings and time calculation</p> <p>You can define conditions for groupplay and playoffs. In the time plan, you can select pitches, start and finish times etc.</p> <p>Time calculation creates a full schedule that can then be printed or fine tuned in the activity calendar.</p> <p>Create match schedule</p>	<p>3: Activity Calendar</p> <p>The calendar shows all matched and start times in graphical format. You can easily adjust the matches in the calendar. For example, move the game to a different time or a different pitch.</p> <p>You can print the calendar via Print Central (Admin) - or here: CLICK</p> <p>Activity Calendar</p>	<p>4: Link to tournament for your webpage</p> <p>Have you your own homepage for the cup or club? Do you want to link to ProCups registration form? Do you want to link to proCup with English as the default language?</p> <p>This menu item gives link alternatives to all combinations.</p> <p>Link to tournament for your webpage</p>	<p>5: Full validation</p> <p>This runs step by step and includes</p> <ul style="list-style-type: none"> * Control of unique match number. * Control of Pitch allocations. * Control of match and referee. <p>It is extremely important this control is executed after you have made any changes.</p> <p>Validation</p>
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Choose NEW CLASS:

Group settings and time calculation

NOTE! 1 classes are already published on the web! Se warning information below.

Copy settings from previous tournament:

Select classes from the list below. You have the following options to choose among:

- * TIME CALCULATION - Mark all classes to be time calculated. Maximum 12 classes in a row.
- * REMOVE CLASS - Mark class to be removed. This is a permanent remove! All deployed teams for this class is restored from the draw.
- * CHANGE CLASS - Mark class to be changed. Group settings and playoff conditions can be altered.
- * NEW CLASS - Create groupplay and playoff conditions for a new class.

[Return](#) [Remove class](#) [Manually schedule](#) [Change class](#) [New class](#) [Time calculation](#)

Choose class, fill in number of participants and save and proceed to Graphic conditions:

Participants, settings and playoff conditions

Class: **Herr +45** Total number of registrations for this class: **21**, whereof on stand-by list: **0**

Number of participants
 The number of participants can be between 4 and 128 per class. The following guideline shows which playoff applies:
 Semifinal: 4 participants
 Quarterfinals: 5-8 participants
 1/8 part final: 9-16 participants
 1/16 part final: 17-32 participants
 1/32 part final: 33- 64 participants
 1/64 part final: 65-128 participants

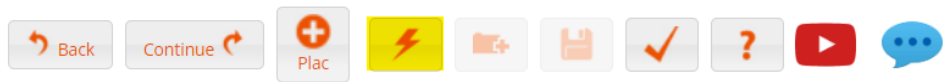
Number of participants: **18**

GOALSCORER
 Activate team lineup / goalkeeper: Number of groups of goalkeepers per age group shown to visitors: **5**

FAIRPLAY
 The Fairplay function is a score/grade system of a team, given by the referee after played match. Calculation of total score is sum of scores / nbr played matches. Score 1 is the worst grade.
 Activate Fairplay: Highest rating: **10** Number of teams per age group shown to visitors: **7**

Return Save and return **Save, continue to graph conditions**

In Graphic Terms you create the playoffs. Start by clicking on the "flash"



There you specify if you want a match for 3rd place, then click calculate and complete:

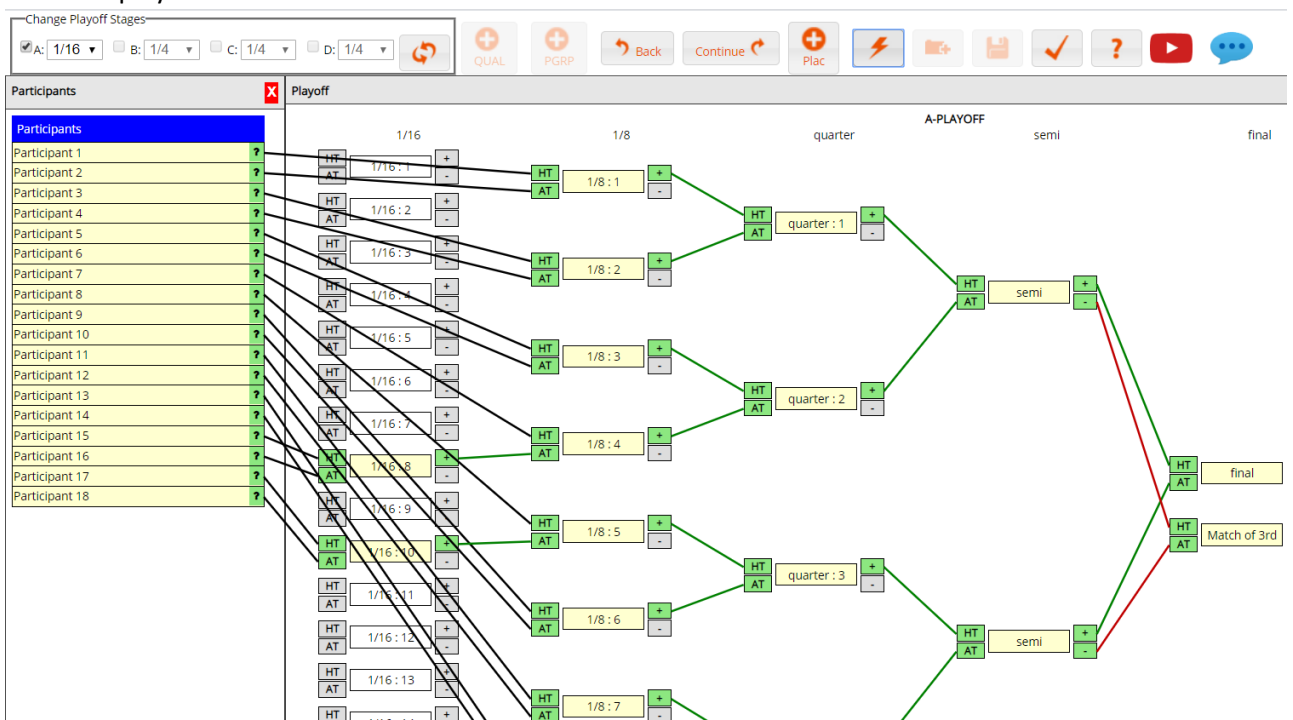
Create a proposed playoff layout

ProCup can generate a proposal based on the selected number of groups and your criteria how the final positions in the group will be divided
 Note that if you press the 'Create Proposal', the previous conditions will be replaced with this proposal

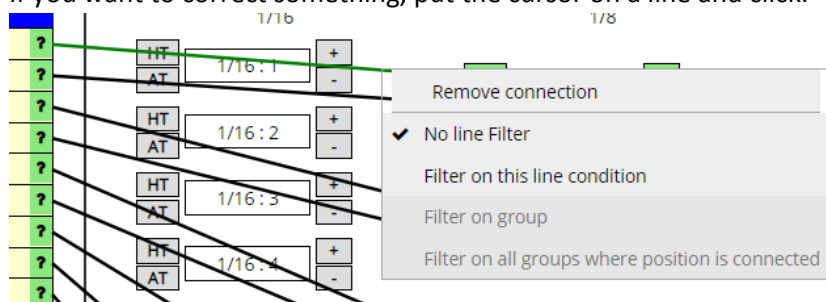
Type of playoff	Criteria	Number of teams in the playoff	Calculated distribution of playoff stages	Number of playoff matches
A-finals : Who goes-through?	18 participants			
<input checked="" type="checkbox"/> Include 3rd place match				
Total				Calculate

Done Close

Then the playoffs are created.

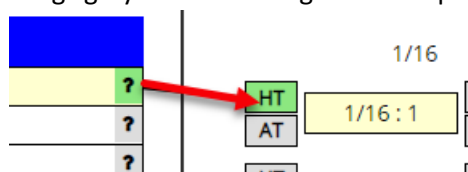


If you want to correct something, put the cursor on a line and click.

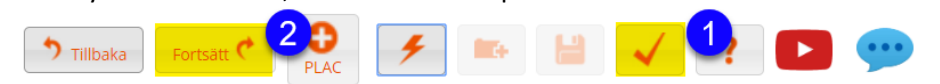


You can also manually drag and drop the games.

Drag "gray box" to the right and drop in HT (Hometeam) or AT (Awayteam)

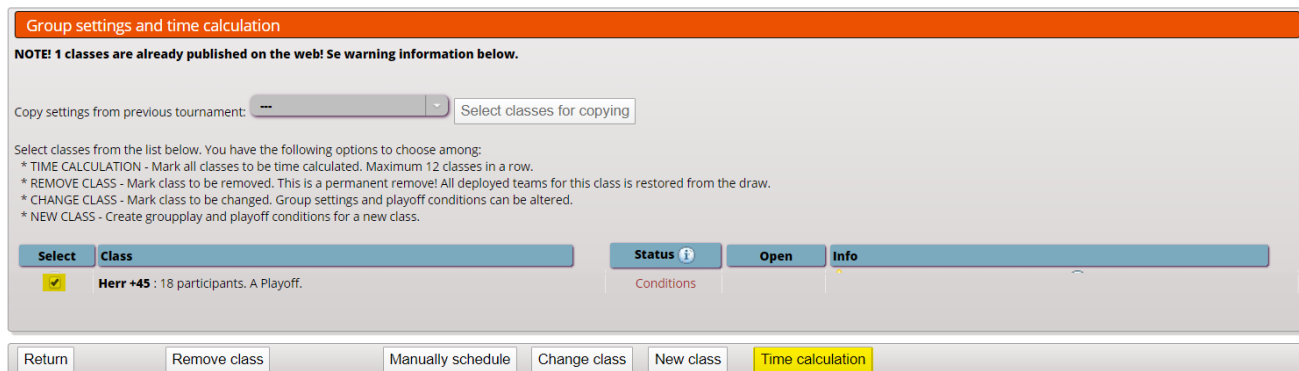


When you are satisfied, validate at the top and then move on



Nu har du en spelföljd för din klass, nästa steg blir att sätta datum, välja planer och tider:

Now you have play sequence for your class, the next step is to set dates, choose courts and add times:



1. Here you click in which plans to use for each game round
2. Not used unless you have exact playing times per match
3. Here you set dates and can split matches over several days

Herr +45

Latest publish time on web site: **2020-04-16 09:24**
 Total **18** matches, whereof **0** groupplay matches in **0** groups. **18** playoff matches.

Copy settings from other class: --Select class -- Copy pitches Copy round Copy all

Time calculation help guide

Pitch	Fill all	1/16 [2]	1/8 [8]	quarter [4]	semi [2]	3rd [1]	Final [1]
[1] Court 1	<input checked="" type="checkbox"/>	X	X	X	X	X	
[21] Field 1	<input checked="" type="checkbox"/>	X	X	X			
[22] Centercourt	<input checked="" type="checkbox"/>	X	X	X	X		X

Match form for class: **Full pitch**

Playoff: 25 min. Pause incl halftime: min.

Playoff B,C,D: 10 min.

Lowest time between playoff matches: min.

Rounding of starttime: No rounding 5 mins 10 mins 15 mins 30 mins

Extra pause after final: min.

Prioritize playoff:

Max.nbr minutes calculated matches can be moved: min.

Show matches **NOTE! Matches are out of date. Run calculation!**

Starting round	End round	Date	Starttime	Endtime	Nbr matches	Locked?	not used	Calc. Endtime	Number of matches
1/16	1/8	22/05/2020	10:00	18:00	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="checkbox"/>		
quarter	semi	23/05/2020	10:00	18:00	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3rd	Final	24/05/2020	10:00	18:00	<input type="text" value="1"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(not selected)	(not selected)					<input type="checkbox"/>	<input type="checkbox"/>		
(not selected)	(not selected)					<input type="checkbox"/>	<input type="checkbox"/>		

Then click on Calculate and continue

And should everything be OK according to ProCup then you will get to the overview picture, if you are satisfied click ACCEPT:

total Herr +45

Matchnb	Class	Group/Playoff	Date	Start	Pitch	Hometeam	Awayteam
1	Herr +45	A-A-1/16:08	2020-05-22	10:00	1 HE	Participant 15	Participant 16
2	Herr +45	A-A-1/16:10	2020-05-22	10:00	21 HE	Participant 17	Participant 18
3	Herr +45	A-A-1/8:01	2020-05-22	10:00	22 HE	Participant 1	Participant 2
4	Herr +45	A-A-1/8:02	2020-05-22	10:30	1 HE	Participant 3	Participant 4
5	Herr +45	A-A-1/8:03	2020-05-22	10:30	21 HE	Participant 5	Participant 6
6	Herr +45	A-A-1/8:06	2020-05-22	10:30	22 HE	Participant 9	Participant 10
7	Herr +45	A-A-1/8:04	2020-05-22	11:00	1 HE	Participant 7	Win.1/16 : 8
8	Herr +45	A-A-1/8:05	2020-05-22	11:00	21 HE	Participant 8	Win.1/16 : 10
9	Herr +45	A-A-1/8:07	2020-05-22	11:00	22 HE	Participant 11	Participant 12
10	Herr +45	A-A-1/8:08	2020-05-22	11:30	1 HE	Participant 13	Participant 14
11	Herr +45	A-A-Quarter Final:01	2020-05-23	10:00	1 HE	Win.1/8 : 1	Win.1/8 : 2
12	Herr +45	A-A-Quarter Final:02	2020-05-23	10:00	21 HE	Win.1/8 : 3	Win.1/8 : 4
13	Herr +45	A-A-Quarter Final:03	2020-05-23	10:00	22 HE	Win.1/8 : 5	Win.1/8 : 6
14	Herr +45	A-A-Quarter Final:04	2020-05-23	10:30	1 HE	Win.1/8 : 7	Win.1/8 : 8
15	Herr +45	A-A-Semi Final:01	2020-05-23	11:00	1 HE	Win.quarter : 1	Win.quarter : 2
16	Herr +45	A-A-Semi Final:02	2020-05-23	11:30	1 HE	Win.quarter : 3	Win.quarter : 4
17	Herr +45	A-A-3rd price	2020-05-24	10:00	1 HE	Los.semi	Los.semi
18	Herr +45	A-A-Final	2020-05-24	10:00	22 HE	Win.semi	Win.semi

All matches are time calculated

Time calculated matches are shown to the left. There is one Total-tab and one tab for each age class.

You can go back to the time calculation form by clicking on the icon on right upper corner

Click on **ACCEPT**-button below to continue.

Latest publish time on web site: **2020-04-16 09:24**

Now you have a complete game schedule. The next step will be to place teams / names in the game tree:

2: Group settings and time calculation

You can define conditions for groupplay and playoffs. In the time plan, you can select pitches, start and finish times etc.

Time calculation creates a full schedule that can then be printed or fine tuned in the activity calendar.

Create match schedule

3: Activity Calendar

The calendar shows all matched and start times in graphical format. You can easily adjust the matches in the calendar. For example, move the game to a different time or a different pitch.

You can print the calendar via [9_Print Central \(Admin\)](#) - or here: [CLICK](#)

Activity Calendar

4: Link to tournament for your webpage

Have you your own homepage for the cup or club?
Do you want to link to ProCups registration form?
Do you want to link to proCup with English as the default language?

This menu item gives link alternatives to all combinations.

Link to tournament for your webpage

5: Full validation

This runs step by step and includes
*Control of unique match number.
* Control of Pitch allocations.
* Control of match and referee.

It is **extremely important** this control is executed after you have made any changes.

⚠ Matches are changed! Full validation required!
✖

Validation

6: Deploy teams or participants after the draw

When the match schedule is confirmed it's time to place the teams in the group games.

This menu item should also be used when you replace one team with another.

Deploy teams or participants

7: Publish match schedule, classes and teams

Make the grouping and schedule available on the web

This menu item can be executed any number of times and should be run when you make changes to the schedule or to the lottery.

Publish Fixture

8: publish news to visitors

Presentation of the latest news on your cup webpage is always popular and makes the cup page more active.

It can be for example, news about *match schedules are no published on the website.*

publish news to visitors

9: Printout Central - Admin

Print Central during the planning phase is a useful tool to analyze matches and playing times before publishing data to the web site. Eg. similar to the activity calendar - you can print a graphical presentation of the pitches.

Or create draw and match schedule that you can upload to the web site.

Print Central - Admin

Start by choosing the class, then you will see all registrations on the left:

Select age group: **Herr +45 : 2020-05-22 to 2020-05-24 1/1 pitch 1 X 30** Include teams from the waiting list:

Quickregister team **Change Teamname?** Click on a team in the list below with the RIGHT mouse button.

team for deployment [23]	Match	Teamname	New Team name
(återställ utplacerat lag)	A-1/16:08, Hometeam 10:00	Participant 15	Alfred anka Bois
(vakant)	A-1/16:08, Awayteam 10:00	Participant 16	
Alfred anka Bois	A-1/16:10, Hometeam 10:00	Participant 17	
Alfred lagare IF	A-1/16:10, Awayteam 10:00	Participant 18	
BK frydos IF	A-1/8:01, Hometeam 10:00	Participant 1	
	A-1/8:01, Awayteam 10:00	Participant 2	

Two ways to place teams / names:

1 Drag and drop - You drag teams / names from the left and release the position you want to place them on the right side

2 You use the system's "random" function to get the team / name to positions in the playoffs

IFK milan IF A-1/8:08
IFK mö grön

Random deployment Find matching name

Return **Update Draw**

If you need to "quickly register" a team / name you do so on that button:

Select age group: **Herr +45 : 2020-05-22 to 2020-05-24 1/1 pitch 1 X 30** Include teams from the waiting list:

Quickregister team **Change Teamname?** Click on a team in the list below with the RIGHT mouse button.

team for deployment [23]	Match	Teamname
(återställ utplacerat lag)	A-1/16:08, Hometeam 10:00	Participant 15
(vakant)	A-1/16:08, Awayteam 10:00	Participant 16
	A-1/16:10, Hometeam 10:00	Participant 17

TIP! If you want to change something, drag one team from the left side and drop over on the right side, they change position (left to right - you can't drag teams from right to left side)

When everything is deployed, click Update Draw and then Return

Two steps left!

1 Validate

2 Publish on website

34032: PO-cup  (PLAYOFF)

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[Create match schedule](#)

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[Activity Calendar](#)

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It is **extremely important** this control is executed after you have made any changes.

 Matches are changed! Full validation required!


Validation 1

6: Deploy teams or participants after the draw

When the match schedule is confirmed it's time to place the teams in the group games.



This menu item should also be used when you replace one team with another.

[Deploy teams or participants](#)

7: Publish match schedule, classes and teams

Make the grouping and schedule available on the web

This menu item can be executed any number of times and should be run when you make changes to the schedule or to the lottery.

 teams are changed! New publishing required!


Publish Fixture 2

8: publish news to visitors

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[publish news to visitors](#)

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Print Central during the planning phase is a useful tool to analyze matches and playing times before publishing data to the web site. Eg. similar to the activity calendar - you can print a graphical presentation of the pitches.

Or create draw and match schedule that you can upload to the web site.

[Print Central - Admin](#)

In **validation**, go through three steps

Step 1 Here you set unique game numbers (IMPORTANT if you register results in ProCup)

Create unique match number for entire tournament

STEP 1 2 3

Please notice there are **18** matches with double match number!
Class Dam +35 have 18 doublets (18, 17, 16, 15, 14, 13, 12, 11, 10, 9, 8, 7, 6, 5, 4, 3, 2, 1)

Please notice you have already published match schedule on the web site.

You can choose to correct these doublets as new unique match number (recommended). Or you can recreate the whole match number sequence.

What do you want? Correct doublets as new unique match numbers. Recreate the match number serie

Class	Info
Dam +35	2020-05-22 to 2020-05-24, 0 groups. 0+19 matches. 1/1 pitch 1 X 30
Herr +45	2020-05-22 to 2020-05-24, 0 groups. 0+18 matches. 1/1 pitch 1 X 30

[Return](#) [Create unique match number](#)

Step 2 Here you can change field/court name if you have a sponsorname to use

Check references to the pitches

STEP 1 2 3

Class	Info
Dam +35	2020-05-22 to 2020-05-24, 0 groups. 0+19 matches. 1/1 pitch 1 X 30
Herr +45	2020-05-22 to 2020-05-24, 0 groups. 0+18 matches. 1/1 pitch 1 X 30

all pitch references are correct.

During cup days it is normal to mark the different pitches with direction signs.
Eg Pitch 1 is called 'Ikea' during the cup, Pitch 2 is 'Volvo'. Moreover, if two simultaneous matches are played on pitch 1, these may be labeled as 'Ikea 1' respectively, 'Ikea 2'.

In the fields below, you can specify the reference pitches/fields that will apply during the tournament days.
If you do not fill in the reference pitch, the pitch name will automatically be used.
If the pitches are located at geographically different sites, you can add text under 'Any arena'

number of mat	Pitch Id	Pitchname	Part of pitch	Pitch reference	possible Arena
18	1	Bana 1	All	<input type="text" value="Bana 1"/>	<input type="text"/>
10	21	Bana 2	All	<input type="text" value="Bana 2"/>	<input type="text"/>
9	22	Bana 3	All	<input type="text" value="Bana 3"/>	<input type="text"/>

[Return](#) [Update pitch](#) [Previous step](#) [Next step](#)

Step 3 Here, the system checks that all matches are included and that everything is OK

Full validation of the tournament

STEP 1 2 3

Class	Info	Minimum time in minutes - Group / Playoff
Dam +35	2020-05-22 to 2020-05-24, 0 groups. 0+19 matches. 1/1 pitch 1 X 30	30 / 30
Herr +45	2020-05-22 to 2020-05-24, 0 groups. 0+18 matches. 1/1 pitch 1 X 30	30 / 30

Full validation checks all the matches, groups and classes for the tournament. Correct minutes below as needed

You can choose from three levels of detailed information.

- **All information** Show all completed controls. Note that this list can become very large
- **between** show summaries and discrepancies.
- **Deviations only** show only serious errors or discrepancies that should be corrected.

Minimum time between team matches is automatically retrieved from the settings from the time calculation - see above.

Level of detail of the information: All between Deviations only

Return
Previous step
VALIDATE

Now click DONE

VALIDATE

READY

The last step - Publish the gameschedule on the website

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Or create draw and match schedule that you can upload to the web site.

Print Central - Admin

Publish match schedule, classes and teams

Last publish time on web: 2020-04-16 09:24

Select classes to be published on web.

Select	Class	Info
<input checked="" type="checkbox"/>	Herr +45	2020-05-22 to 2020-05-24, 18 matches. 1/1 pitch 1 X 30

Inactive teams not part of the draw:

Test tournament:

TOM ALLA ANMÄLDA LAG PÅ WEBBEN FORST:

Return
Publish

Now you can see Play Off and other info on the

Slutspel » Dam +35 : Damer +35 år »

Dam +35

Slutspel 👤 📄

1/16-dels Final	1/8-dels Final	Kvartsfinal
	<div style="border: 1px solid #ccc; padding: 2px; background-color: #008000; color: white; margin-bottom: 2px;">Kallezopp BK</div> <div style="font-size: 8px; margin-bottom: 2px;">Fre 22/5 10:30 Bana 1 🟢</div> <div style="border: 1px solid #ccc; padding: 2px; background-color: #008000; color: white; margin-bottom: 2px;">Chelmö:3</div>	
		<div style="border: 1px solid #ccc; padding: 2px; background-color: #008000; color: white; margin-bottom: 2px;">Vinn.1/8 : 1</div> <div style="font-size: 8px; margin-bottom: 2px;">Lör 23/5 10:00 Bana 1 🟢</div> <div style="border: 1px solid #ccc; padding: 2px; background-color: #008000; color: white; margin-bottom: 2px;">Vinn.1/8 : 2</div>